

GLENORCHY CITY COUNCIL
ATTACHMENTS
MONDAY, 27 AUGUST 2018



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COMMUNITY

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Application No _____

PID: _____

The following information is required to be submitted as part of the application. Council has the right to request additional information before it considers the application.

- ☐ Completed Planning Permit Application Form

NOTE: if you are not the owner of the land you will need to sign the declaration on this form indicating that you have notified the owner. However, if the owner is Council or the Crown (government), you must include their written permission and have them sign this form

- ☐ Full copy of current Title including Certificate of Title, Title Plans and Schedule of Easements (if any)
- ☐ Three (3) copies of plans drawn to scale (refer to separate Information Checklist for information to be shown on the plans)
- ☐ You may wish to provide additional information in a covering letter or as a planning report to assist Council in assessing your application
- ☐ Application Fees

You may also need to provide:

- ☐ A completed Environmental Supplement (where an activity has the potential to cause environmental harm, including environmental nuisance)
- ☐ A completed Subdivision Supplement (subdivision applications only)
- ☐ Is the place on the Tasmanian Heritage Register?
- ☐ Have you sought advice from Heritage Tasmania?
- ☐ Has a Certificate of Exemption been sought for these works?



GLENORCHY CITY
Where ideas happen.

Planning Permit Application Form

374 Main Road Glenorchy
P.O. Box 103 GLENORCHY TAS
Phone (03) 62 166 800
Email: gccmail@gcc.tas.gov.au
Web www.gcc.tas.gov.au

Address or Location of Application Site

115 & 131A Allunga Road, Chigwell

Site area (m2) 2.9 ha

Applicant

Name Frances Beasley

Company JMG Engineers and Planners

Address 117 Harrington St, Hobart

Post Code 7000

Phone 6231 2555

Email fbeasley@jmg.net.au

Property owner/s

Name/s

Wilson Homes Tasmania Pty Ltd & Roman Catholic Church Trust Corporation of The Archdiocese of Hobart

Address: 250 Murray St, Hobart 7000

Phone: 6234 6444

AND

Glenorchy City Council

Address: 374 Main Road, Glenorchy

Phone: 6216 6800

Email: gccmail@gcc.tas.gov.au

Cost? (What is the estimated cost of the works?)

\$ 300,000

Description of Proposed Use or Development

Please include details of the activities proposed to be carried out on the site.

Rezoning of site from 'Community Purpose' to 'General Residential', and subdivision into 3 standard lots and 1 road lot.

Present use of the land/buildings (if vacant give last known use)

Flexible learning centre (to remain)

Floorspace of new buildings / extension / changes of use

Please state the gross floor area of proposed building or extension or the area of land affected by the change of use (if any)

Area (hectares/m²)..... n/a**Materials**

Walls..... n/a

Colour.....

Roof..... Colour.....

Boundary fences, walls etc..... Colour.....

Surfacing of a) access road.....

b) parking area/s.....

Access

Does the proposal involve new or altered access to a road?



yes



no

(show location and width of existing and/or proposed access on plans)

Vehicles visiting or delivering to or from the site

Cars.....No.....Trips per day.....

Commercial vehicles.....No.....Trips per day.....

Parking (Please state the number of car parking spaces)

Existing..... Proposed

Trees

Does the proposal involve the removal of trees or shrubs?



yes



no

If so, state the number and identify precise position and species on the plans number.....

Services

How will sewage be disposed of?..... Refer to Appendix E - Concept Services Report

How will the surface water be disposed of?.....

What arrangements will be made for refuse storage?.....

Are there any special water supply requirements?.....

Employment (please indicate if these numbers are estimates only)

How many people are employed on the site now?..... n/a

How many people are proposed to be employed?

Hours of Operation

What are the proposed maximum hours of operation?

AM.....toPM

Weekdays

Saturdays

Sundays

Public Holidays

Storage

Will goods be stored outside?

☐

yes

☐

no

Is provision made for loading / unloading on site?

☐

yes

☐

no

(if so, indicate storage and loading areas on the plans)

Advertising Signs

Does the proposal involve the display of advertising signs?

☐

yes

☐

no

If so, provide plans with dimensions of sign (height, width, total height above ground), content of the sign, where the sign will be located on the site, how it will be attached or supported, and details of any proposed illumination.

Staging (such as subdivision for residential or multiple dwelling development)

Is the proposal to be carried out in more than one stage?

☐

yes

☒

no

If so, indicate stages on the plans

Applicant's Declaration

- I/we hereby apply for a planning permit to carry out the use and/or development described in this application and the accompanying plans.
- I/we declare that the information contained in the form and any attached plans and documents is correct.
- I/we own the land, or have notified the owner/s of the land of the intention to make this application in accordance with Section 52 of the Land Use Planning and Approvals Act 1993.
- By providing Council with the plans and documents attached to this application ("Documents"), I:
 - warrant to Council I own all copyright in the Documents or am a licensee of the copyright owner with the right to grant the following authority;
 - authorise Council to copy the Documents, attach copies to Agendas for any relevant Council meetings and release copies to the public upon request; and
 - acknowledge Council is relying on my warranty and authorisation and may seek recovery of any damages suffered by it if my warranty and/or authority is incorrect.

Signed (Applicant)



Date 14 June 2018

If the land is owned by Council or the Crown, this form must be signed by the land owner and their written permission attached

I/we hereby give my/our permission for the lodgement of this application.

Signed (Owner/s)

Date

Name/s (Please Print)

Titles/s (If the owner is a company)

Personal Information Protection Statement

The personal information that Council is collecting from you is deemed personal information for the purposes of the Personal Information Protection Act 2004. The intended recipients of personal information collected by Glenorchy City Council may be:

- Officers within Glenorchy City Council;
- Data service providers engaged by Council from time to time;
- Any other agent/contractor of Glenorchy City Council.

The supply of the information by you is voluntary. If you cannot provide or do not wish to provide the information sought, Glenorchy City Council may be unable to process your application or request. Council is collecting this personal information from you for the purposes of managing, assessing, advising upon and determining the relevant application, or other Council-related matters.

You may make application for access or amendment to your personal information held by Council. Enquiries concerning this matter can be addressed to the Right to Information Officer, Glenorchy City Council, PO Box 103 Glenorchy 7010 or Phone 6216 6800.

Office Use Only

Receipt

Date received.....

Fees

D.A. \$Receipt No.....

Adv. \$

Copy \$

TOTAL \$.....

Zoning.....

Use Class

P, D or X.....

Discretions.....

Description

.....

Adv. Data Entry

Advertising date

Notice posted

Objections close

42 days expire (discretionary).....

Details entered on computer.....

Referral Dates

Engineering.....

Environmental Health.....

Waste Management.....

Heritage.....

Environment.....

Traffic.....

Property.....

Other:

Tas Water.....

Tas Fire.....

Tas Heritage.....

.....

ENQUIRIES: ALEX WOODWARD
DIRECT PHONE: (03) 6216 6310
E-MAIL: gccmail@gcc.tas.gov.au

XX August 2018



Frances Beasley
Johnstone McGee & Gandy Pty Ltd (JMG)
117 Harrington Street
HOBART TAS 7000

Dear Ms Beasley

COUNCIL CONSENT TO THE MAKING OF A COMBINED PLANNING SCHEME AMENDMENT AND PLANNING PERMIT APPLICATION ON LAND OWNED OR ADMINISTERED BY COUNCIL

I refer to your request for the General Manager's permission to make a combined planning scheme amendment and planning permit application request involving Council land.

I give permission to the making of the following combined planning scheme amendment and planning permit application on land owned or administered by Council, under Section 43D, former provisions of the *Land Use Planning and Approvals Act 1993*:

Application No	PLS43A-18/01
Applicant	Johnstone McGee & Gandy Pty Ltd (JMG)
Address of Land Subject to Planning Scheme Amendment / Application	131A Allunga Road, Chigwell
Description of use or development	To rezone land at 115 Allunga Road, Chigwell from a Community Purpose Zone to a General Residential Zone and subdivide the land into 3 standard lots and 1 road lot and create an easement over land at 131A Allunga Road, Chigwell

Please note that this permission to the making of the combined planning scheme amendment and planning permit application request does not constitute or imply either:

1. Council support for the proposal on its planning merits. This is a matter for independent assessment by the Glenorchy Planning Authority; or
2. Landlord permission to undertake the use or development on Council land. Council may withhold its permission for the land to be used or developed in the manner proposed. Alternatively, before landlord permission is granted, there may be further processes required to be undertaken under the *Local Government Act 1993*, or negotiation of the terms upon which the land to be used or developed is to be occupied.

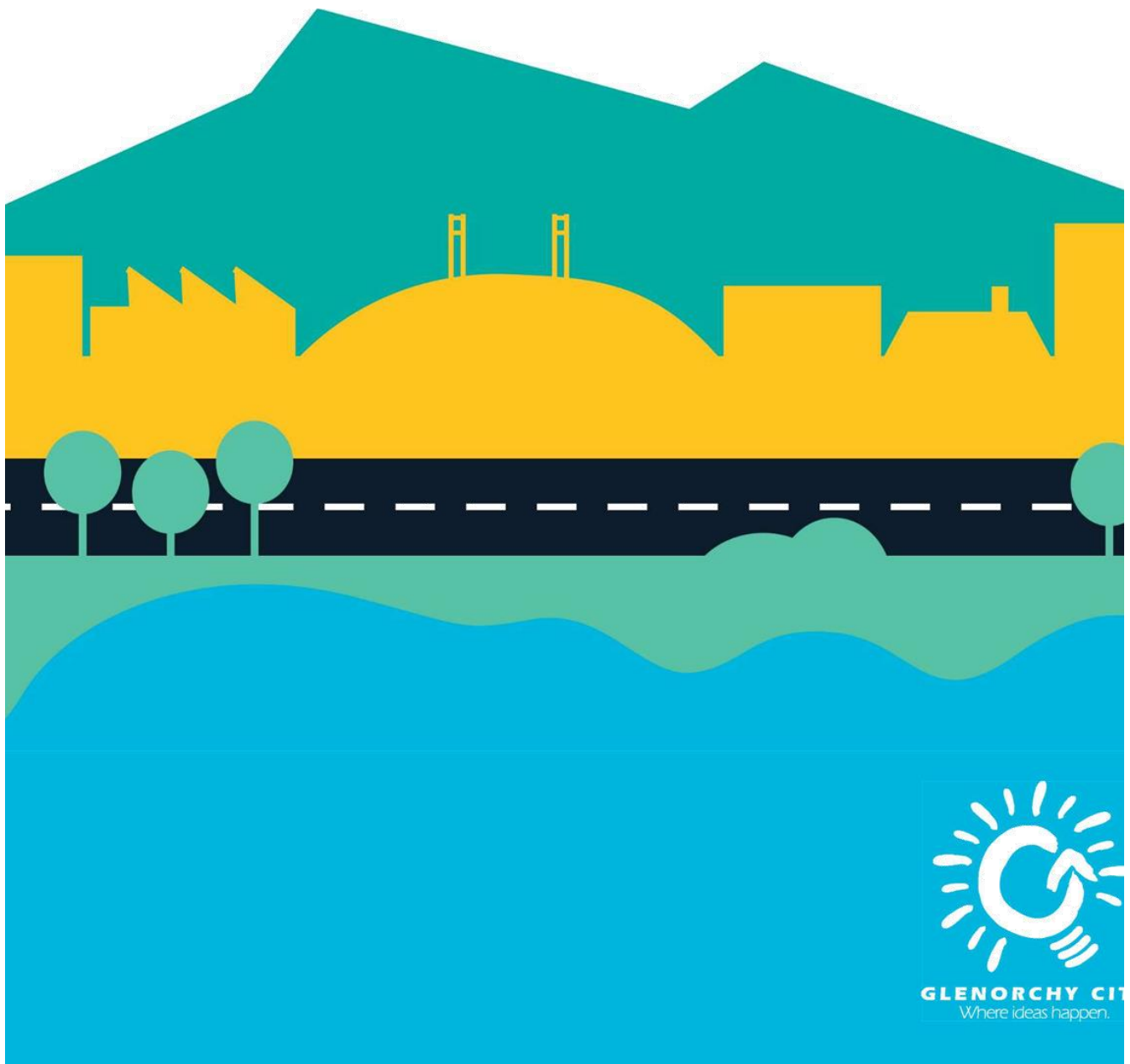
Yours sincerely

Tony McMullen
General Manager

General Manager's Overview

Directorate Summaries and Quarterly Financial Statements

For the quarter ending 30 June 2018





Strategic and Operational Highlights

I am pleased to present the Strategic and Operational highlights for Glenorchy City Council for Quarter 4 in 2017/18 (quarter ending 30 June 2018).

Budget

In framing this year's budget, which was adopted unanimously by Council on 25 June, the incoming Council faced a range of legacy challenges arising from the previous administration and future challenges confronting the Council.

Council briefed the community about these challenges at a Community Budget Briefing, held at the Moonah Arts Centre on 19 June 2018, which was attended by about 150 people.

Council resolved to adopt a rate revenue increase of 12.5%. While, Council was very mindful of the potential impact of such an increase on the community, it was also mindful of its obligation to ensure the financial sustainability of the Council.

Annual Plan

Council unanimously adopted the Glenorchy City Council Annual Plan 2018/19 to 21/22 at its meeting on 25 June 2018. The Annual Plan sets out Council's annual program of actions for the forthcoming year – and is based on the community priorities in the City of Glenorchy Community Plan 2015-2040 and key risks facing the organisation.

Ministerial Directions

Council is working to address a range of Ministerial Directions that were issued by the (then) Minister for Planning and Local Government. By 25 June 2018, 43 out of 58 Ministerial Directions had been complied with.

Examples of initiatives over the quarter include:

- Aldermanic training on the Model Code of Conduct, and the *Good Governance Guide* ethical decision making and meeting procedures
- A policy on merit-based recruitment
- Policies and protocols for Council workshops
- The adoption of an updated Media Policy, and
- Compliance review program to be conducted by the Audit Panel

Integrity Commission Report

The Integrity Commission released the "Operation Pyramid" report of its investigation into the conduct of former senior staff and a former Aldermen.

Council referred the report to Tasmania Police for its consideration. Tasmania Police advised that there were no matters arising from the Operation Pyramid report that warranted investigation.

Organisational Structure Repair Project

Work continues on the Organisational Structure Repair Project approved by Council in February 2018 to substantively fill vacancies at Director and Manager levels within the Council's organisational structure. Position descriptions were finalised for the Director positions, with advertising commencing at the end of June.

Waste Strategy South

Council resolved to withdraw from Waste Strategy South at its meeting on 30 April 2018 to sharpen its focus on significant forthcoming waste management planning challenges including landfill extension, introduction of food and organic (FOGO) bins, landfill closure and rehabilitation, waste transfer facility planning.

May 2018 Storm Event

While the Hobart City Council area bore the brunt of the 100-year storm event that took place on the night of 10 and 11 May, infrastructure in Glenorchy was also significantly affected, with road subsidence, damage to fire trails and stream bank erosion. The damage bill in Glenorchy is estimated at \$3M. Council officers are working to repair this storm damage.

Derwent Park Stormwater Harvesting

Council decided on 28 May 2018 to switch off the water treatment component of the Derwent Park Stormwater Harvesting Scheme and to dispose of and write off the saleable elements of the plant. The decision will save Council approximately \$200,000 in its first year of closure and an estimated \$500,000 per annum thereafter. Council is working on a business case to submit to the Federal Government to substantiate its decision under the terms of the grant deed.

The flood mitigation components of the scheme will continue to operate, as they did during the May 10 storm event to minimise flooding in the Derwent Park catchment.

CBD Revitalisation

Project works began on improving the connection between the InterCity Cycleway and the CBD (via Peltro Street).

The next scheduled phase of the Project is streetscape works around the new Integrated Care Centre at O'Briens Bridge.

Detailed project planning has also been underway for Phase 3 on Main Road between Terry Street and Barry Street.

Community feedback on Tolosa Park Dam

A major public consultation was undertaken on the future of Tolosa Park and reported to Council on 25 June 2018.

Council received 747 submissions during the consultation process. These submissions provided invaluable comment that will help Council to improve our public open spaces not only at Tolosa Park but also through the whole of the City.

Project TOM 'Go Live'

For the past three years, Council has been undertaking a major project to reimplement its enterprise software system (TechnologyOne) and make it cloud-based. New systems to deliver Council's business processes, manage records and receipt cash went live in May 2018.

Council staff are working to refine and bed down the new system, post-implementation.

City Deal

Council continues to work closely with the Commonwealth and State governments and the Hobart, and Clarence City Councils and Kingborough Council on a Hobart City Deal. The City Deal involves a range of projects to benefit Glenorchy and Greater Hobart including a Greater Hobart Act, affordable housing, urban passenger transport, a university STEM precinct and development at Macquarie Point.

Significant work was undertaken during the quarter in relation to a range of legacy challenges associated with completion of the KGV Sports and Community Hub Project, including resolution of construction defects and tenancy issues and investigations into the performance of the Derwent Park Stormwater Harvesting Project.

Capital Works Projects

Major projects completed during the quarter include:

- Stage 1 (Peltro St Link) protected bike lane construction
- Grove/Arnold St intersection upgrade (blackspot project)
- Main Road Cycle lanes from Austins Ferry to Granton
- Tolosa Street 93-99 stormwater service extension, and

- Somerdale Road turning circle reconstruction.

I commend to you the reports from the Council's Directorates which provide more detail about the strategic and operational achievements of the Council over the past quarter.

Financial Performance

Operating Result

Council's provisional operating result for the year ending 30 June 2018 is a deficit of \$10.410 million compared to a budgeted deficit for the year of \$1.204 million. The primary contributors to this result are Favourable/(Unfavourable):

Income

- (\$662,000) User Fees and Licences
- \$4,572,000 Grants
- \$473,000 Other
- \$4,723,000 Contributions – non-monetary assets

Expenses

- (\$1,448,000) Materials and Services
- \$1,547,000 Depreciation
- (\$15,725,000) Assets Written Off

Income (notes 1 to 12)

Total income for the year to 30 June 2018 is \$61.147 million compared to a budget amount for the year of \$54.827 million. This represents a result of \$6.320 million above budget.

A large non-cash contributor is \$4.723 million for land, road and drainage assets being brought to account for the first time. Typically, these are public assets created by developers in the development process that are donated to Council and become a valued asset.

Rate income is under budget at \$35.531 million Actual v \$35.654 million Budget mainly due successful valuation objections eroding the required 0.50% AAV growth. User charges were down \$662,000 reflecting lower than anticipated revenues from landfill (\$318,000), facility leases (\$127,000), animal registrations (\$86,000), sale of reuse water (\$69,000) and parking and general infringements (\$72,000). This was partly offset by higher than anticipated fees for planning, building and plumbing applications (\$169,000) resulting from increased economic activity in that area.

Investment income from TasWater ended the year marginally above budget at \$3.268 million Actual v \$3.258 million Budget

Part pre-payment by the Commonwealth Government of the 2018/19 Financial Assistance Grant (\$1.204 million) requires this to be taken up as income in the 2017/18 year. This aside, additional grants above budget of \$368,000 were received.

A significant component of this was \$243,000 in Commonwealth Child Care subsidies as a result of greater than anticipated take-up in Council's child care centres. The remainder represents many smaller one-off grants that are listed in Note 4 of this report.

Finally, there is an above budget result for 'Other Income' of \$473,000 primarily due to amounts paid to Council by our insurers and the passing on of costs in Council undertaking building compliance works. Both are reactive, have a commensurate expense and are unbudgeted.

Expenses (notes 13 to 22)

Total expenditure for the year to 30 June 2018 is \$71.557 million compared to a budget amount for the year of \$56.032 million. This represents a result of \$15.525 million over budget.

A large non-cash contributor is \$15.725 million in assets written off. This recognises the loss of value when assets are either disposed/decommissioned by Council or are destroyed as part of the asset renewal process. Approximately \$12 million relates to the loss on value of drainage, buildings and plant and equipment assets associated with winding-down of the Derwent Park Storm Water Reuse Scheme. Other asset write-downs include road assets (\$1.9 million) and a similar amount for stormwater and building assets destroyed during the renewal process.

A further contributor is depreciation and amortisation, which is \$1.547 million over budget. The failure to fully deliver the 2017/18 capital works program by \$4.654 million has resulted in a lower level of depreciation than expected.

Materials and services moved from an "under budget" result at 31 March 2018 to an 'over budget' result at 30 June 2018. mainly due to the impact of the May 2018 flood event. The State Government has indicated Council may be reimbursed in 2018/19 for flood damage costs when remedial works are completed, however works to date remain an expense in the 2017/18 year.

Cash and Investments

At 30 June 2018, actual funds available in cash and investments totalled \$14.146 million compared to a budgeted result of \$7.023 million. The better than expected amount is \$7.123 million which is primarily attributable to the underspend on the capital works program of \$4.654 million and part pre-payment of the Financial Assistance Grant of \$1.204 million.

The overall cash profile of Council over a year follows an 'M' shape. Council's cash balance is topped up by rates instalments peaking in August and February, with declining balances in between these two peaks as funds are expended on operations and projects.

Capital Works

Underspends of capital works budgets can be a result of delays or deferral in project delivery, rescoping of projects resulting in savings or outsourcing to a competitive sector. The capital works program ended the year to 30 June 2018 at \$12.482 million Actual against a \$17.136 million budget

representing a \$4.654 million underspend. It is interesting to note that \$4.239 million in uncompleted projects were carried forward from 2016/17, thus possibly overloading the 2017/18 capital works program with too much work.

The overall capital works program achieved 73% completion with each of the individual programs recorded the following results:

Roads

\$6.068 million Actual against \$7.929 million Budget – 77% completed

Property

\$2.423 million Actual against \$4.169 million Budget – 58% completed

Stormwater

\$1.009 million Actual against \$1.488 million Budget – 68% completed

ICT, Fleet, Water, Plane and Equipment

\$2.983 million Actual against \$3.551 million Budget – 84% completed

Rates Collections

The end of year uncollected rate of 1.27%, whilst slightly higher than the target of 1.00%, is a reduction from the 1.44% recorded in the previous year. In effect, Council collected 98.73% of billed rates and charges which is an excellent result. The positive contributing factors include a large number of ratepayers on direct debit arrangements, accurate ratepayer contact information and an efficient and dedicated rates section.

FTE Positions

Full Time Equivalent (FTE) is based on the total employed hours as opposed to the total number of employees. FTE provides a more meaningful analysis due to Councils diverse workforce of full-time, part-time, casual, contract and elected representatives. While the report shows consistent staffing levels, there may be a number of staff exiting the organisation offset by new staffing coming aboard.

Statement of Comprehensive Income

Glenorchy City Council Financial Report Statement of Comprehensive Income to 30 June 2018				
	Note	2018 Budget \$'000	2018 Actual \$'000	2017 Actual \$'000
Income				
Recurrent Income				
Rates	1	35,654	35,531	34,582
User charges and licences	2	12,117	11,455	11,402
Interest	3	395	382	412
Grants	4	1,695	3,267	4,322
Contributions - cash	5	280	297	382
Investment income from TasWater	6	3,258	3,268	3,339
Other income	7	552	1,025	644
		53,951	55,225	55,083
Capital Income				
Contributions – non-monetary assets	8	-	4,723	1,184
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	9	10	74	91
Capital grants received specifically for new or upgraded assets	10	865	1,125	2,022
Fair value recognition of land under roads	11	-	-	-
		875	5,922	3,297
Total Income	12	54,827	61,147	58,380
Expenses				
Employment costs	13	21,487	21,231	20,561
Materials and services	14	13,887	15,335	15,780
Depreciation and amortisation	15	14,369	12,822	12,494
State Fire Commission contribution	16	5,332	5,332	5,056
Finance costs	17	146	363	451
Assets written off	18	170	15,895	4,005
Bad and doubtful debts	19	2	7	17
Other expenses	20	639	573	691
Total expenses	21	56,032	71,557	59,055
Surplus/(deficit)	22	(1,204)	(10,410)	(675)
Other Comprehensive income				
Items that will not be reclassified to surplus or deficit				
Net gain/(loss) on revaluation of property, plant and equipment		-	11,477	(25,117)
		-	11,477	(25,117)
Items that may be reclassified subsequently to surplus or deficit				
Financial assets available for sale reserve		-	2,142	1,075
-Fair value adjustment on available for sale assets		-	2,142	1,075
Total other comprehensive income	23	-	13,619	(24,042)
Total comprehensive result	24	(1,204)	3,218	(24,717)

Note: Subtotals may be influenced by rounding

Statement of Financial Position

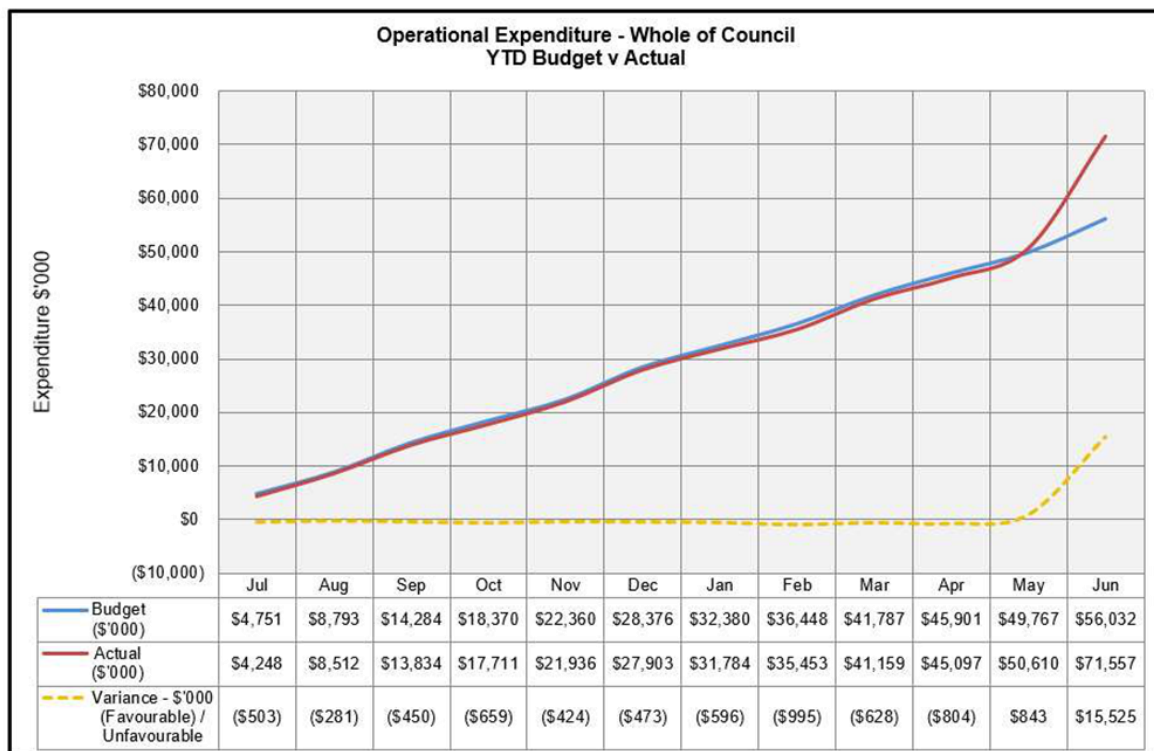
Glenorchy City Council Financial Report Statement of Financial Position to 30 June 2018		
	2018 YTD \$'000	2017 EOY \$'000
Asset		
Current assets		
Cash and cash equivalents	14,144	11,591
Trade and other receivables	1,919	1,543
Inventories	109	111
Non-current assets classified as held for sale	-	-
Other current assets	528	584
Total current assets	16,700	13,829
Non-current assets		
Investment in TasWater	167,145	165,003
Investment properties	-	-
Property, infrastructure, plant and equipment	673,580	669,662
Other non-current assets	16,102	20,633
Total non-current assets	856,827	855,298
Total assets	873,527	869,127
Liabilities		
Current Liabilities		
Trade and other payables	3,908	2,439
Provisions	4,944	3,802
Borrowings	952	852
Other current liabilities	2,839	2,543
Total current liabilities	12,643	9,636
Non-current liabilities		
Provisions	4,888	5,756
Borrowings	3,307	4,317
Total non-current liabilities	8,195	10,073
Total Liabilities	20,838	19,709
Net assets	852,689	849,418
Equity		
Accumulated Surpluses	525,481	532,883
Reserves	327,208	316,536
Total Equity	852,689	849,419

Note: Subtotals may be influenced by rounding

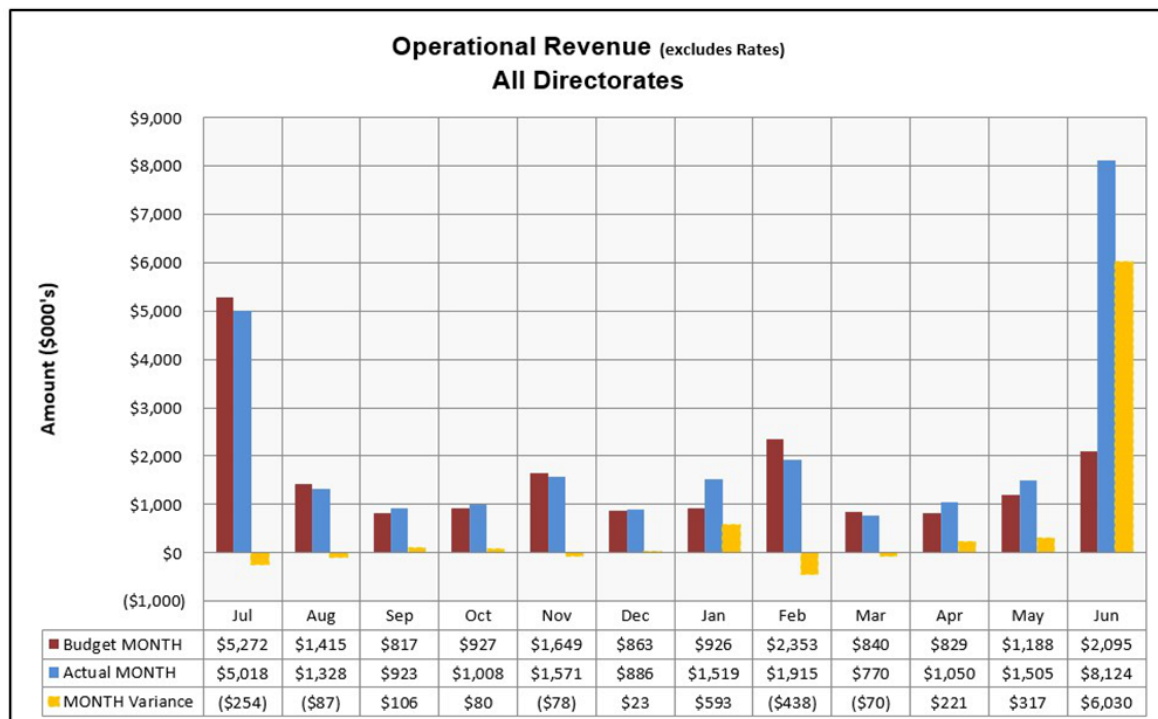
Operational Revenue – Whole of Council – \$ YTD Accumulative by Month



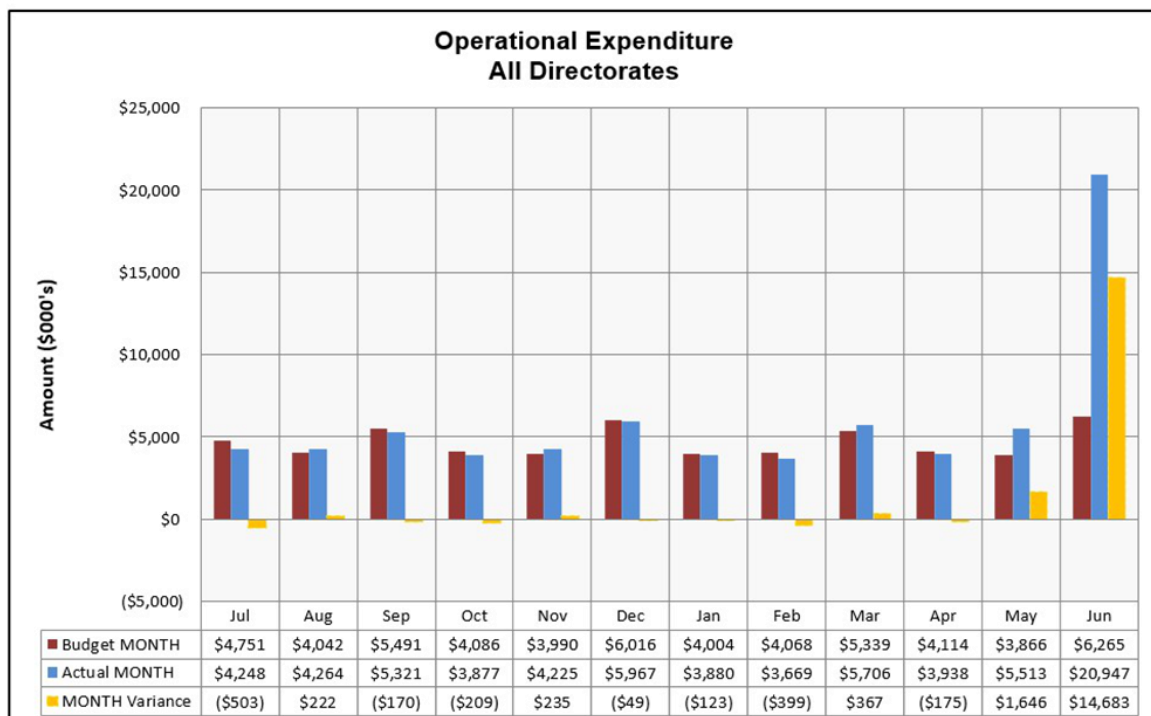
Operational Expenditure – Whole of Council – \$ YTD Accumulative by Month



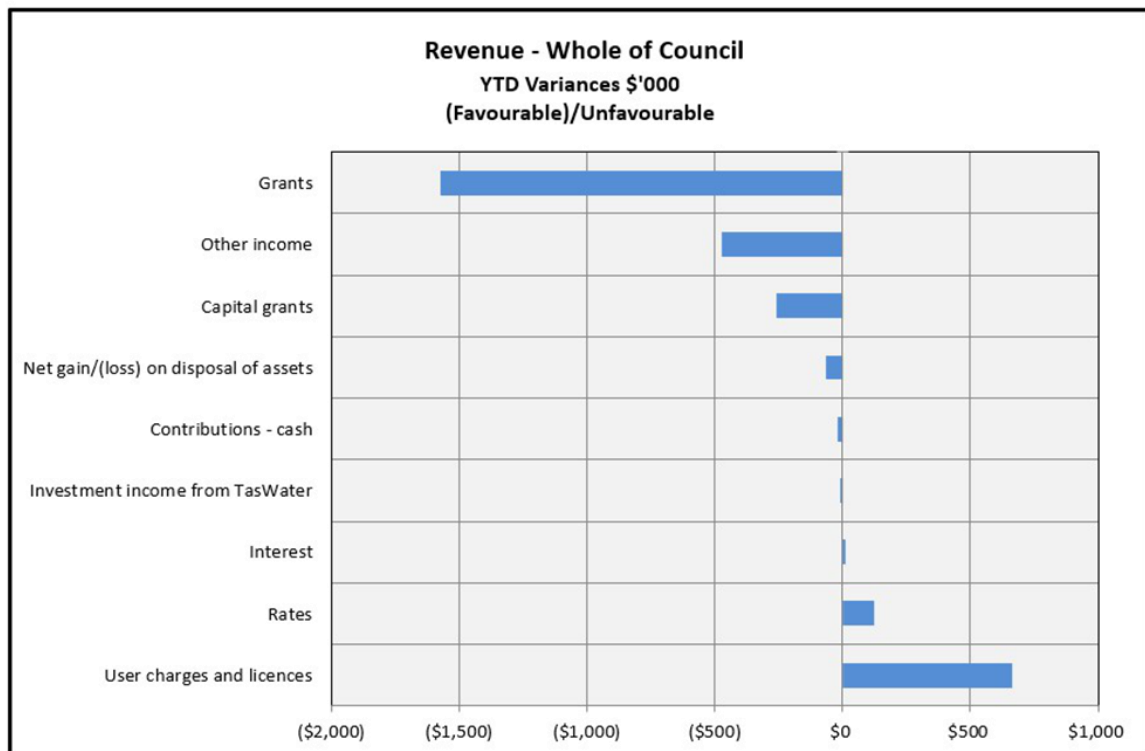
Operational Revenue – Whole of Council – Actual v Budget and Variation by Month



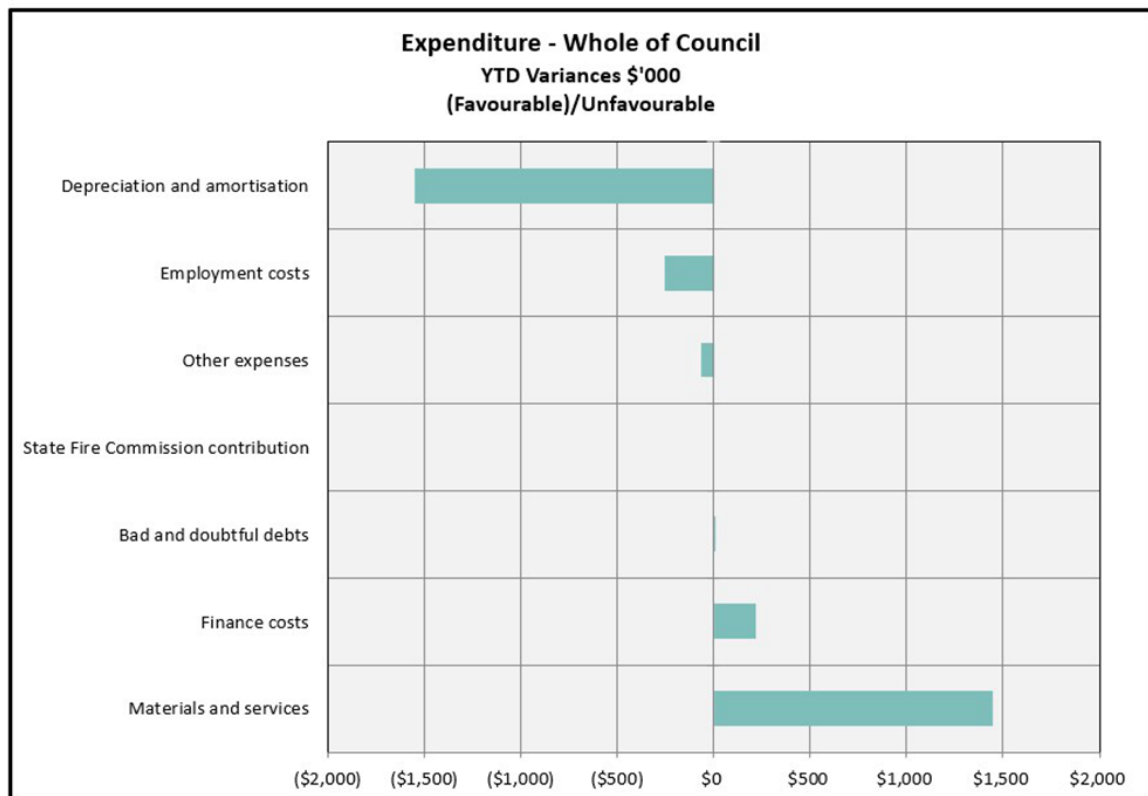
Operational Expenditure – Whole of Council – Actual v Budget and Variation by Month



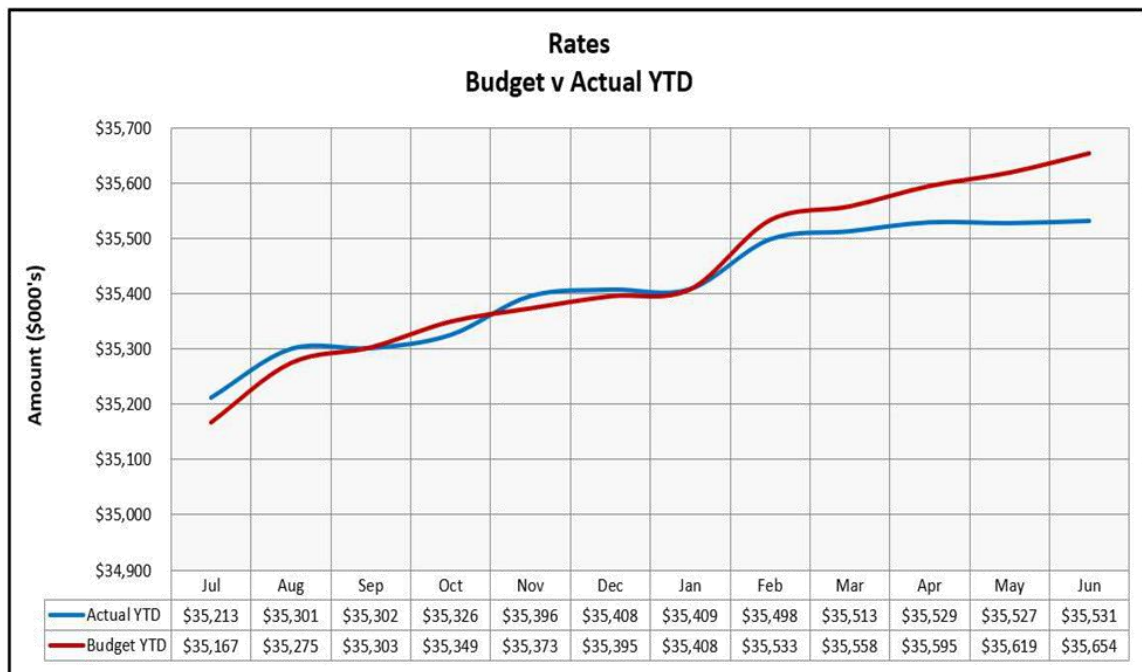
Revenue – Whole of Council – \$ Variance by Classification



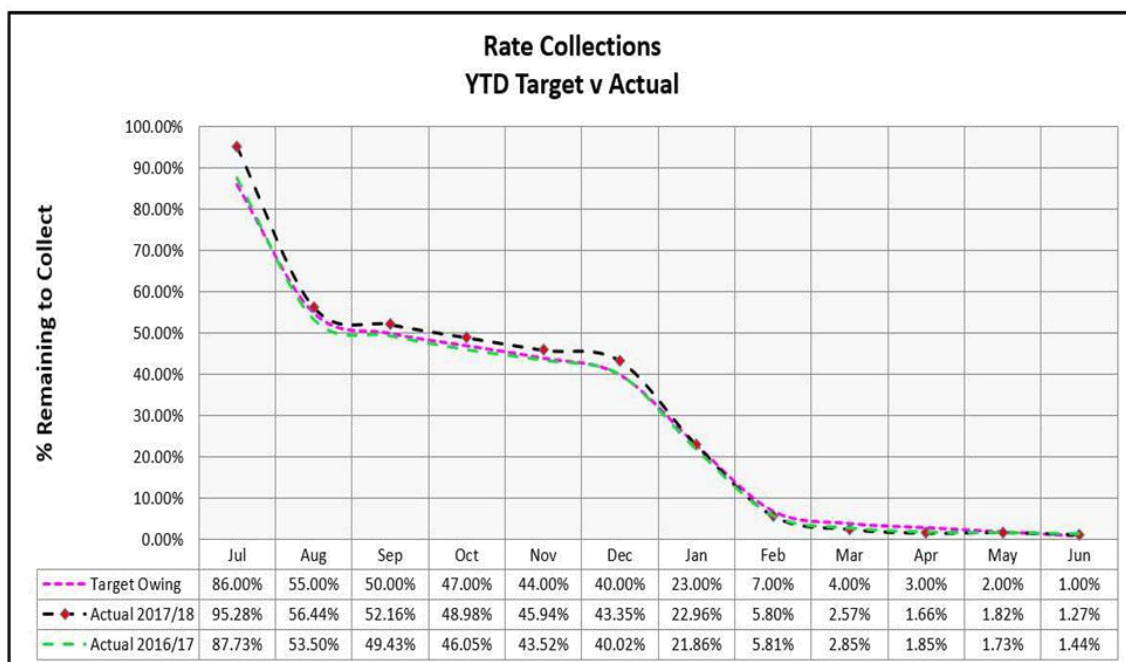
Expenditure – Whole of Council – \$ Variance by Classification



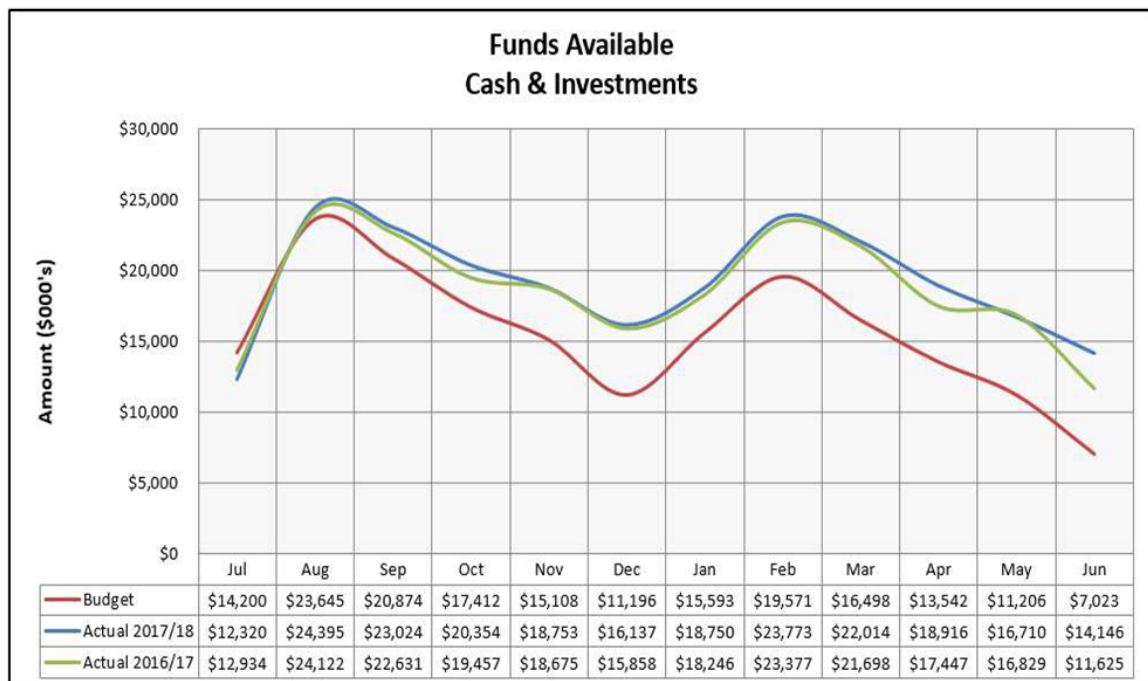
Rates and Charges Levied



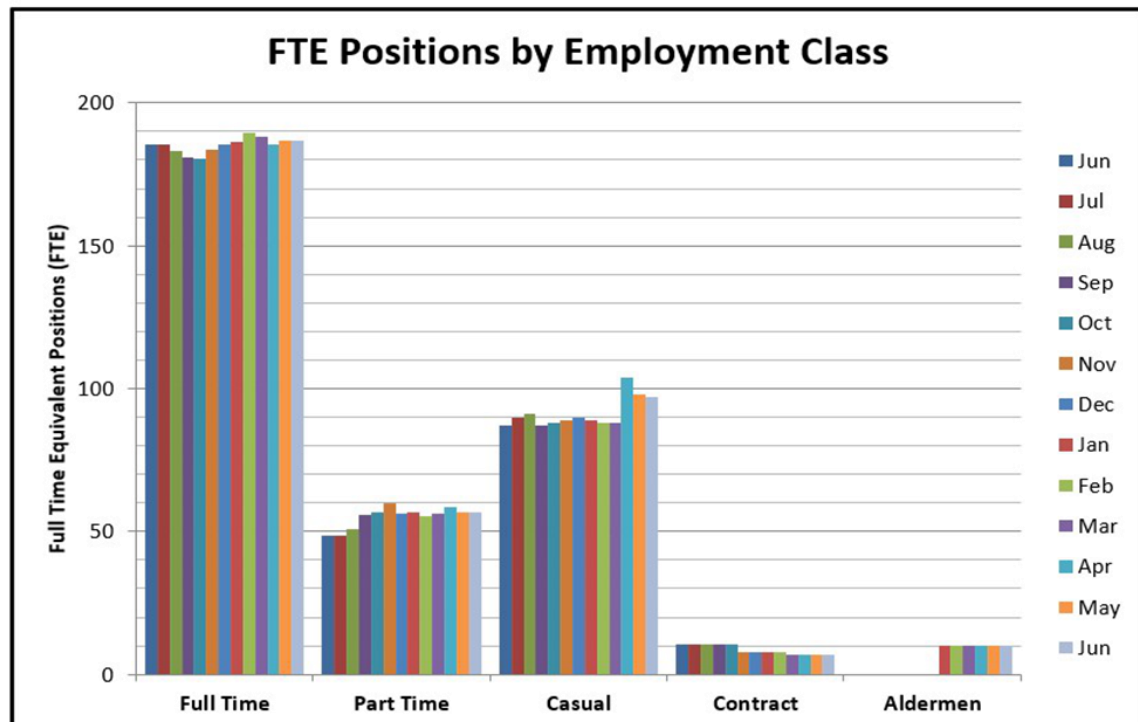
Collection of Rates and Charges Levied



Cash and Investments



Organisational Staffing – Full Time Equivalent (FTE)



Note: The Derwent Entertainment Centre represents 67% of casual staff numbers

Explanatory Notes

These notes are provided where a variance is outside the budget-to-actual tolerance of +/- \$5k and 5%. To enable \$ variances to be contextualised, they are also expressed as a % variance.

Note: In the following table, all amounts are expressed as Favourable/(Unfavourable)

Note	Revenue / Expenditure Item	Variance \$	Variance %
1	Rates:		
		Variance \$'000	Variance %
	Interest on Overdue Rates	(6)	(11)%
	Legal Costs Charged	(13)	(17)%
	Penalty on Overdue Rates	(26)	(14)%
	Payments received on time or when demanded has resulted in lower revenue from the imposition of these fees.		
2	User charges and licences:		
		Variance \$'000	Variance %
	Development Applications - Fees	120	93%
	Child Care Fees – Berriedale	68	27%
	Building and Plumbing Applications - Fees	49	10%
	Child Care Fees – Benjafield	31	16%
	Building Infringements	20	209%
	Development Applications – Advertising	13	22%
	Food Licences	10	8%
	Development Infringements	10	100%
	People and Safety – Reimbursement and	9	300%
	MAC Venue Rental	9	102%
	MAC Functions and Events	9	50%
	Kennel Licences	7	118%
	MAC Admission Fees	6	149%
	Bad Debts	(6)	(100)%
	Facility Hire – Tolosa Park	(7)	(13)%
	Glenorchy Mobile Activity Centre	(10)	(68)%
	Outgoing Reimbursement – Land Tax	(10)	(41)%
	Fire Hazard Clearances	(13)	(100)%
	Outgoing Reimbursement - Maintenance	(15)	(100)%
	Facility Lease – Car Parks	(18)	(15)%
	General Infringements	(30)	(27)%
	Parking Infringements	(42)	(11)%
	Outgoing Reimbursement - Electricity	(56)	(66)%
	Sale of Reuse Water	(69)	(26)%
	Animal Registrations	(86)	(18)%
	Facility Leases - Commercial	(127)	(25)%

	Landfill	(318)	(10)%
	Budgets are based on a combination of historical revenue received, increases to the fees charged and allowances for known or anticipated complicating factors. In addition, the actual revenue received from user charges and licences is predominately driven by consumers and can be influenced by external factors outside of Council control. On this basis, variances in some circumstances may occur.		
3	Interest: No reportable variances.		
4	Grants:		
		Variance \$'000	Variance %
	Financial Assistance Grant*	1,204	101%
	Benjafield Childcare Centre	128	77%
	Berriedale Childcare Centre	115	36%
	Moonah Moves	63	100%
	Multicultural Hub	50	100%
	Moonah Moves	39	100%
	Full Gear - Motorbike Riders Safety	15	100%
	Local Drug Action Team	10	100%
	AEDC Action Reflection Project	7	100%
	LGBTI Elders Dance Club	7	100%
	Moonah Arts Centre	5	100%
	Liveable Communities Grant	5	100%
	Community Road Safety	5	100%
	Moonah Moves	5	100%
	Carols by Candlelight	4	100%
	WAVE Action Neighbourhood Day	1	100%
	Waste Minimisation Sponsorship	(6)	(100)%
	Tas Regional Arts Projects	(9)	(100)%
It is common for grants to become available during the year that were not anticipated when the budget was approved. Grants that have not been fully expended by 30 June are eligible for carry-forward into 2018/19 as required by the funding agreement.			
*The Financial Assistance Grant for 2018/19 has been part paid in the 2017/18 financial year. Accounting standards require pre-paid general-purpose income to be recorded in the year in which it is received. On this basis, the \$1.204m paid in June will appear in the 2017/18 annual accounts.			

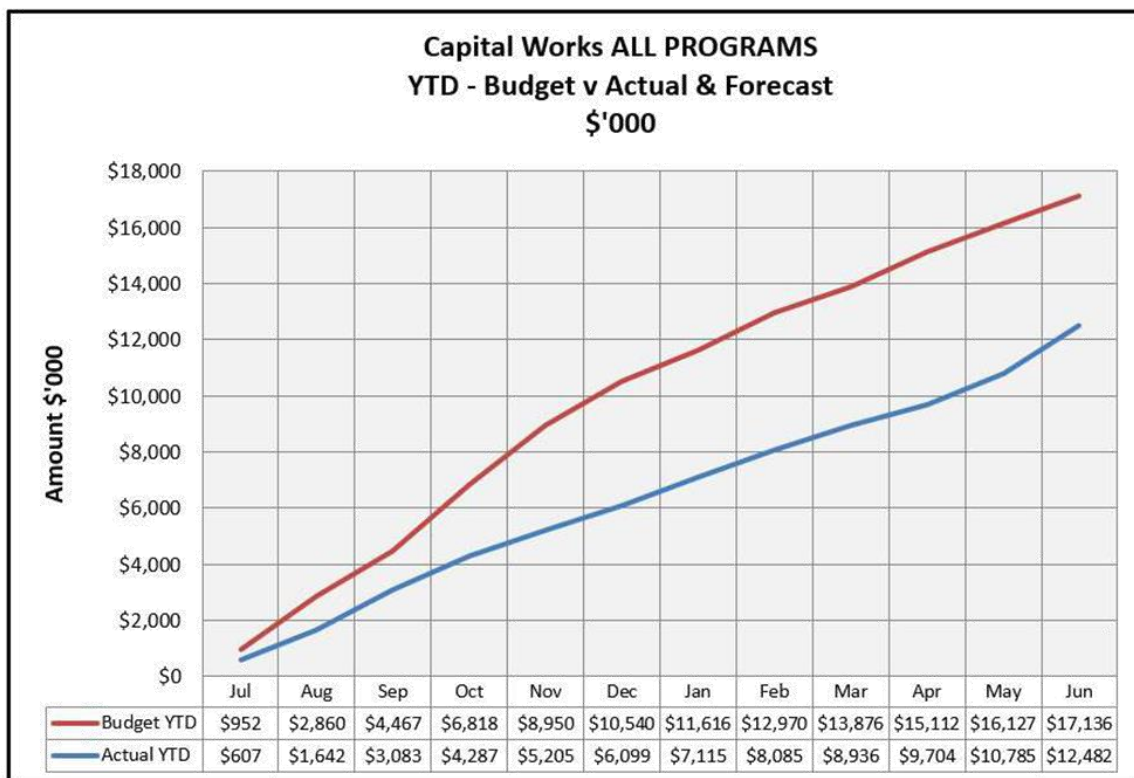
5	Contributions – cash:		
		Variance \$'000	Variance %
	Stormwater Private Connections - Reimbursement	26	89%
	Abbotsfield Park Scoreboard - Reimbursement	16	100%
	Car Parking – Cash-in-Lieu	6	124%
In certain circumstances, Council will receive contributions to undertake specific works or payment in lieu of a specific requirement.			
6	Investment income from TasWater:		
		Variance \$'000	Variance %
	TasWater Guarantee Fee	103	53%
	TasWater Tax Equivalent	(49)	(5)%
	TasWater Dividend	(44)	(2)%
The final 2017/18 TasWater result is to receive \$10k more income than budgeted.			
7	Other income:		
		Variance \$,000	Variance %
	Insurance Recoveries*	317	100%
	Building Compliance Orders*	116	100%
	Other Income – Berriedale CCC	44	100%
	Legal Costs Recovered – Legal Services	18	100%
	Legal Costs Recovered – MPES	15	100%
	Other Income – Benjafield CCC	10	100%
	Immunisations	9	91%
	Unallocated Miscellaneous	6	100%
	Heavy Vehicle Motor Tax Reimbursement	(6)	(16)%
	Animal Management – Sale of Accessories	(6)	(34)%
	Fleet Supervision - Recovery	(8)	(97)%
	Legal Costs Recovered – Planning	(9)	(96)%
	Gas Extraction Royalty	(24)	(100)%
In the Statement of Comprehensive Income, revenue that does not fit the criteria of the other classifications is allocated to Other Income by default. This rarely contains items of a significant nature.			

	The variance at the end of the reporting period is 1.19% under budget representing the collective result across forty-seven cost centres. The favourable result is due to the recalculation of on-costs at 30 June to eliminate any over-recovery for the year.												
14	Material and services: <table><tr><th>Budget \$'000</th><th>Actual \$'000</th><th>Variance \$'000</th><th>Variance %</th></tr><tr><td>13,887</td><td>15,335</td><td>(1,448)</td><td>(10)%</td></tr></table> The May 2018 flood event has contributed substantially to the unfavourable end of year result. In addition, a final reconciliation of capital works has resulted in the expenses that cannot be capitalised being reclassified as operational.	Budget \$'000	Actual \$'000	Variance \$'000	Variance %	13,887	15,335	(1,448)	(10)%				
Budget \$'000	Actual \$'000	Variance \$'000	Variance %										
13,887	15,335	(1,448)	(10)%										
15	Depreciation and amortisation: Depreciation is under budget across all classifications by an average of 11%. The underspend in the annual capital works program has contributed to this result. Further detailed information is available in the Infrastructure and Works directorate section.												
16	State Fire Commission contribution: No reportable variances.												
17	Finance costs: <table><tr><th></th><th>Variance \$'000</th><th>Variance %</th></tr><tr><td>Interest on Loans - GCC</td><td>38</td><td>33%</td></tr><tr><td>Interest on Loans - DPWRS</td><td>6</td><td>4%</td></tr><tr><td>Unwinding Provision – Landfill Close-out</td><td>(260)</td><td>(100)%</td></tr></table> Interest on loans budget contained a contingency that was not required to be utilised. The unwinding provision has been unfavourably affected by a Landfill Close-out adjustment required by end-of-year processes.		Variance \$'000	Variance %	Interest on Loans - GCC	38	33%	Interest on Loans - DPWRS	6	4%	Unwinding Provision – Landfill Close-out	(260)	(100)%
	Variance \$'000	Variance %											
Interest on Loans - GCC	38	33%											
Interest on Loans - DPWRS	6	4%											
Unwinding Provision – Landfill Close-out	(260)	(100)%											
18	Assets written off: <table><tr><th></th><th>Variance \$'000</th><th>Variance %</th></tr><tr><td>Assets Written Off</td><td>15,725</td><td>100%</td></tr></table> This recognises the loss of asset value when assets are either identified for disposal by Council or are destroyed as part of the asset renewal process. Approximately \$12 million relates to the loss on value of drainage, buildings and plant and equipment assets associated with the Derwent Park Storm Water Reuse Scheme following Councils decision to close the uneconomic venture. Other asset write-downs include Transport assets \$1.9 million and further Stormwater and Building assets renewed with \$1.9m written down as part of the renewal process.		Variance \$'000	Variance %	Assets Written Off	15,725	100%						
	Variance \$'000	Variance %											
Assets Written Off	15,725	100%											
19	Bad and doubtful debts: No reportable variances.												

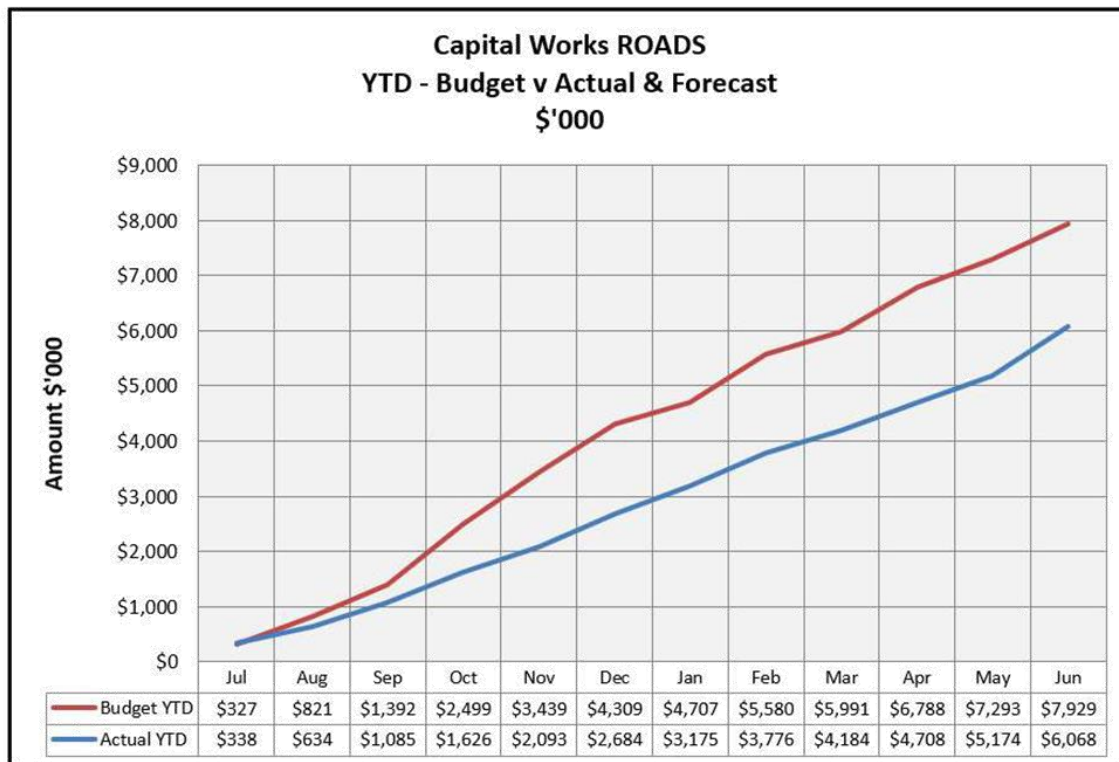
20	Other expenses: <table><tr><td></td><td>Variance \$'000</td><td>Variance %</td></tr><tr><td>Internal Audit</td><td>35</td><td>39%</td></tr><tr><td>External Audit</td><td>22</td><td>43%</td></tr></table> For the purpose of the Comprehensive Income statement, expenses that do not fit the criteria of the other classifications are allocated to Other Expenses by default. This rarely contains items of a significant nature.		Variance \$'000	Variance %	Internal Audit	35	39%	External Audit	22	43%
	Variance \$'000	Variance %								
Internal Audit	35	39%								
External Audit	22	43%								
21	Total Expenses: <table><tr><td>Budget \$'000</td><td>Actual \$'000</td><td>Variance \$'000</td><td>Variance %</td></tr><tr><td>56,032</td><td>71,557</td><td>(15,525)</td><td>(28)%</td></tr></table> Total expenses are primarily over budget due to the unbudgeted decision to close the Derwent Park Storm Water Reuse Scheme and the associated write-down in the value of those assets, as well as further Transport, Stormwater and Building asset write downs associated with their renewal process.	Budget \$'000	Actual \$'000	Variance \$'000	Variance %	56,032	71,557	(15,525)	(28)%	
Budget \$'000	Actual \$'000	Variance \$'000	Variance %							
56,032	71,557	(15,525)	(28)%							
22	Surplus/(Deficit): <table><tr><td>Budget \$'000</td><td>Actual \$'000</td><td>Variance \$'000</td></tr><tr><td>(1,204)</td><td>(10,410)</td><td>(9,206)</td></tr></table> The Surplus variance to budget is primarily driven by the increase in revenue from pre-payment of the Financial Assistance Grant plus Donated and Found Assets, and increases in expenses including the Assets Written-Down or Off as outlined above	Budget \$'000	Actual \$'000	Variance \$'000	(1,204)	(10,410)	(9,206)			
Budget \$'000	Actual \$'000	Variance \$'000								
(1,204)	(10,410)	(9,206)								
23	Other Comprehensive Income Items that will not be reclassified to surplus or deficit <table><tr><td>Budget \$'000</td><td>Actual \$'000</td><td>Variance \$'000</td></tr><tr><td>0</td><td>11,477</td><td>11,477</td></tr></table> The revaluation of Council assets is an end of financial year process undertaken as part of the financial statement compilation process. Movements include \$6.5 million for Transport, \$7.2 million for Land and Stormwater \$3.2 million and \$1.3 million for Other Non-Current assets.	Budget \$'000	Actual \$'000	Variance \$'000	0	11,477	11,477			
Budget \$'000	Actual \$'000	Variance \$'000								
0	11,477	11,477								
23	Other Comprehensive Income Items that may be reclassified subsequently to surplus or deficit <table><tr><td>Budget \$'000</td><td>Actual \$'000</td><td>Variance \$'000</td></tr><tr><td>0</td><td>2,142</td><td>2,142</td></tr></table> The Fair Value adjustment is an end of financial year revaluation of our equity interest in TasWater net assets.	Budget \$'000	Actual \$'000	Variance \$'000	0	2,142	2,142			
Budget \$'000	Actual \$'000	Variance \$'000								
0	2,142	2,142								

24	Total Comprehensive Result: <table><tr><th>Budget \$'000</th><th>Actual \$'000</th><th>Variance \$'000</th></tr><tr><td>(1,204)</td><td>3,209</td><td>4,413</td></tr></table> The Total Comprehensive Result reflects the financial impact of Council services and other non-financial transactions including asset increments and decrements as well as changes in the value of our interest in TasWater. Overall, this reflects an improvement the Councils net asset position.	Budget \$'000	Actual \$'000	Variance \$'000	(1,204)	3,209	4,413
Budget \$'000	Actual \$'000	Variance \$'000					
(1,204)	3,209	4,413					

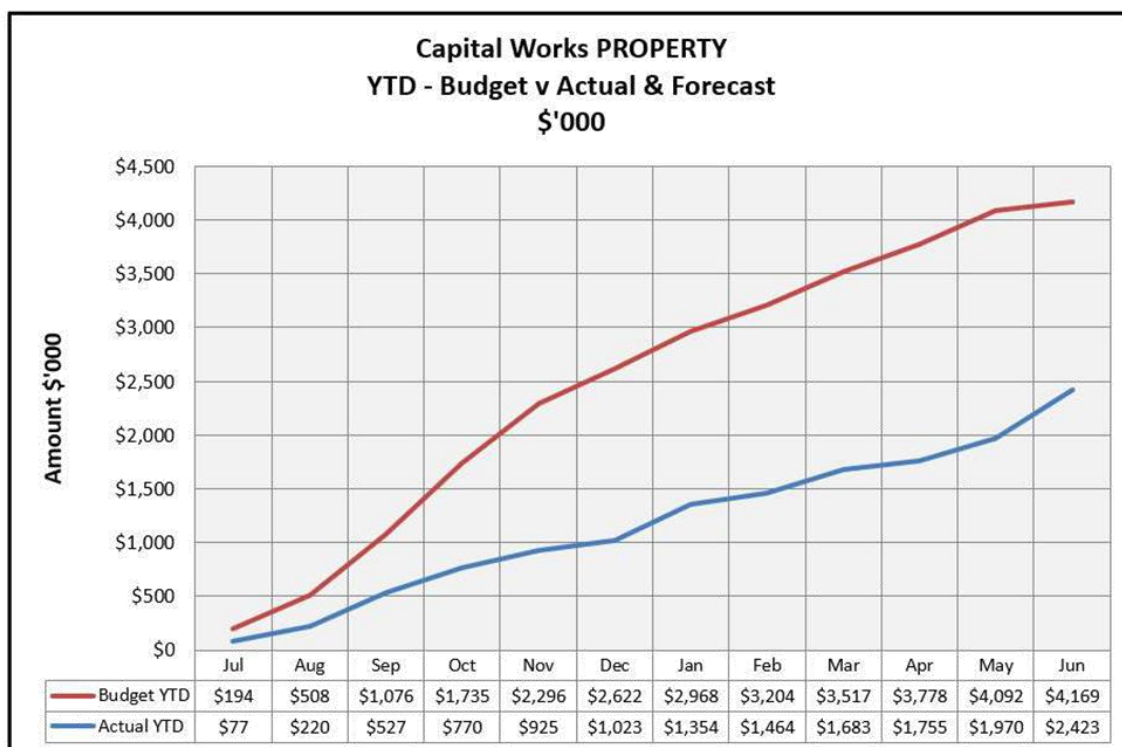
Capital Works Budget v Actual v Forecast \$ YTD - All Programs



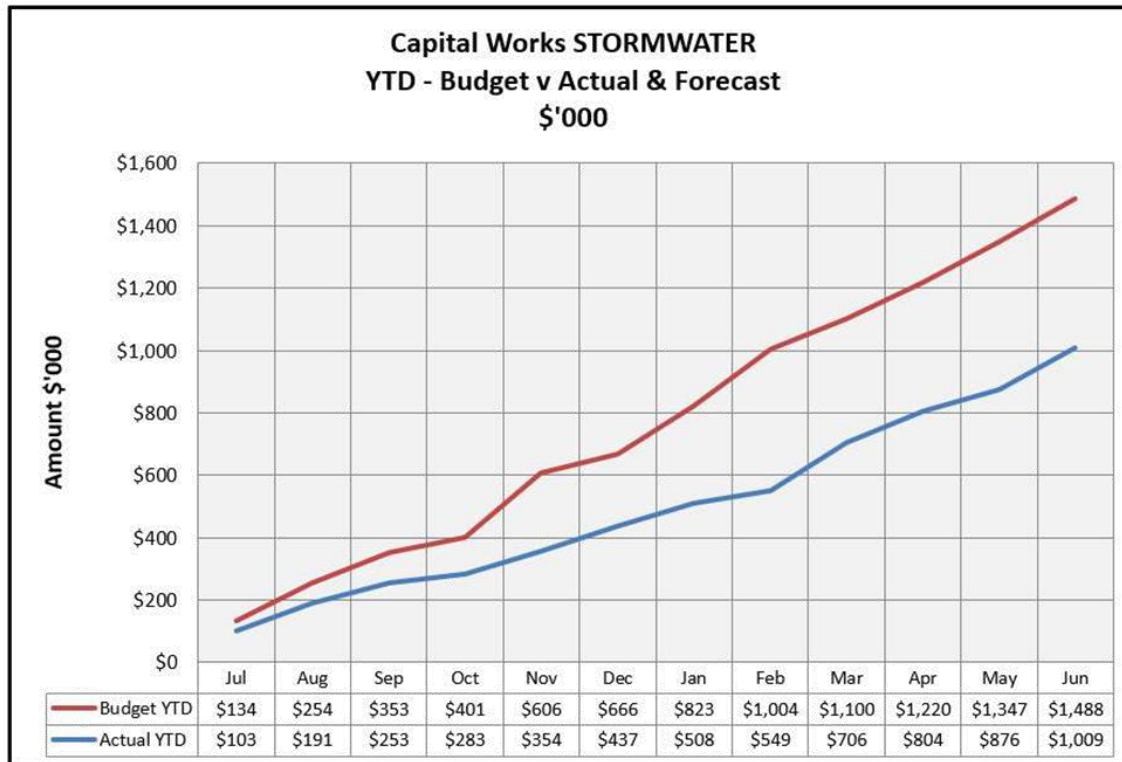
Capital Works Budget v Actual v Forecast \$ YTD - Roads Program



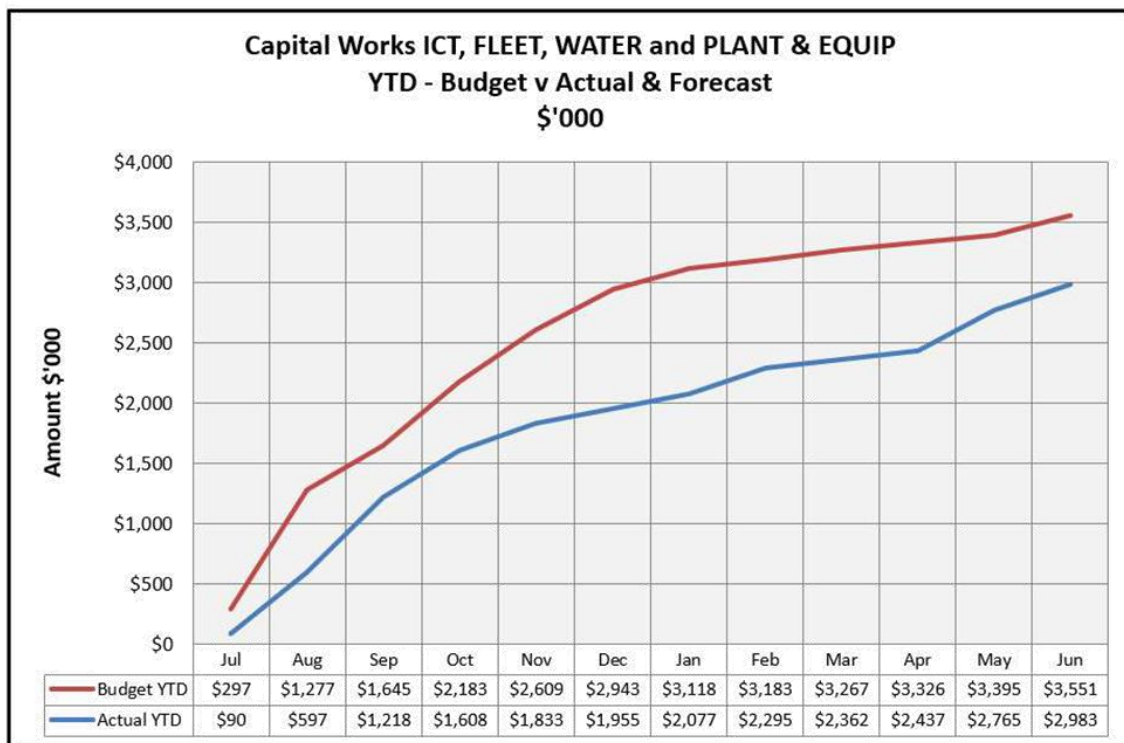
Capital Works Budget v Actual v Forecast\$ YTD - Property Program



Capital Works Budget v Actual v Forecast-\$ YTD - Stormwater Program



Capital Works Budget v Actual v Forecast \$ YTD - ICT, Fleet, Water and Plant and Equip Program

**Explanatory Notes**

Each individual project or activity has been scheduled for a particular month of the year. However, it is possible that under certain circumstances, works may be brought forward or delayed in the notional capital works programs. Circumstances which impact upon the timeframe for the delivery of capital works include:

- weather conditions
- contractor availability
- identification of higher priority unplanned works
- seasonal demands
- flooding or storm damage
- equipment breakdowns, and
- special events.

Projects which have not commenced will be considered for cancellation, indefinite deferral or inclusion in a future capital works program.

Glossary of Revenue and Expenditure Descriptions in the Comprehensive Statement

Recurrent income

Rates

The main source of Council revenue comprising General rates, interest and penalty on overdue rates, legal costs recovered in the collection of rates and the State Fire Levy collected on behalf of State Fire Commission.

User Charges and Licences

Revenue received from childcare, various registrations and licences, Derwent Entertainment Centre, Derwent Park Water Reuse, development and building, garbage and recycling, general fines and infringements, rental revenue and other fees and charges.

Interest

Revenue received by Council from interest on investments and deposits.

Grants

Any income received by Council for a specific project or purpose for which there is an associated deed outlining the purpose.

Contributions – cash

Any voluntary monetary contribution to Council for a specific purpose that is usually ad-hoc, such as a donation or sponsorship.

Investment Income from TasWater

Council is a shareholder of TasWater along with the other Tasmanian Councils. Council receives revenue in the form of dividends, tax equivalent payments and guarantee fees.

Other Income

Revenue includes fuel tax credits, waste education program, State Fire Commission contribution for collecting the levy and miscellaneous refunds Council may receive from suppliers.

Capital income

Contributions – non-monetary assets

Income received by Council predominately from found or donated capital assets typically Buildings, Land, Stormwater or Roads which are valued for the first time and added to the Council financial accounts. Examples include roads in new subdivisions or identifying previously unknown stormwater pipes.

Net gain/(loss) on disposal of property, infrastructure, plant and equipment

Any item that is at the end of its useful life which has some residual value that is sold or disposed.

Capital grants received specifically for new or upgraded assets

Any grants received by Council specifically for use to improve or construct assets such as Blackspot, Roads2Recovery and Recreation Reserve lighting installation.

Expenses

Employment costs

Any expenses associated with employee remuneration such as wages, salaries, allowances, redundancies, on-costs (eg payroll tax and workers compensation premiums), superannuation, leave and fringe benefits tax.

Materials and services

This covers the purchase of goods and services Council consumes and uses in providing services to the community. This typically includes materials from retailers, services from providers, contractors, routine plant and equipment maintenance, public utilities (eg water, sewerage, gas and electricity) and consultants.

Depreciation and amortisation

Buildings, land improvements, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives in a manner which reflects consumption of the service potential embodied in those assets. Amortisation is the same process as depreciation except that it is applied to non-tangible assets such as goodwill or intellectual property.

State Fire Commission contribution

As part of the rates billing process, Council collects a fire service levy totalling the amount determined by the State Fire Commission. This is remitted to the Commission four times per annum.

Finance costs

Finance costs include interest on bank overdrafts, interest on borrowings, and unwinding of discounts.

Assets written off

This occurs when Council no longer owns an asset, or the value of an asset is declared to be zero or worthless. An asset can lose value through obsolescence, changes in market demand, damage, spoilage, or theft.

Bad and doubtful debts

This is money owed to Council that is unlikely to be collected typically due to bankruptcy, liquidation, disappearance or recovery action is uneconomic.

Other expenses

These are specific expenses to Council including land tax, external auditor costs and the payment of grants such as scholarships and community group contributions.

Other comprehensive incomeNet gain/(loss) on revaluation of property, plant and equipment

Any property that at the end of its use by Council has some residual value and is sold or disposed of but will not be reclassified to surplus or deficit.

Fair value adjustment on available for sale assets

The Fair value reserve includes the net revaluation increments and decrements arising from the revaluation of the relevant available for sale asset.

CORPORATE GOVERNANCE DIRECTORATE SUMMARY

GOALS & OBJECTIVES

Making Lives Better	■ Support our communities to pursue and achieve their goals.
Open for Business	■ Identify and support priority growth sectors.
Valuing Our Environment	■ Create a liveable and desirable City.
Leading Our Community	■ Govern in the best interests of our community. Prioritise resources to achieve our communities' goals.

Directorate Overview

Noting the ongoing challenges of post-Board of Inquiry recommendation implementation, Ministerial Directions, major projects and tight resources, the Corporate Governance Directorate continued to deliver a substantial range of internal and stakeholder services professionally over the reporting quarter.

Significant activities undertaken during the quarter are outlined below:

Corporate Governance and Risk Management

Ministerial Directions

On 29 January 2018, the Mayor received a letter from the Minister for Planning and Local Government issuing Ministerial Directions under section 225(2) of the Local Government Act 1993. The Directions were issued in response to the findings and recommendations of the Board of Inquiry process. At the end of the quarter, Council had completed an additional 33 of the 58 Ministerial Directions (bringing the total to 43 at 30 June 2018).

Quarterly progress reports outlining the completed actions over the relevant reporting period are available on Council's website.

Government Agency Liaison

Over the period, Corporate Governance engaged with the DPAC Local Government Division, the Local Government Association of Tasmania and the Integrity Commission over a range of regulatory and local government support matters.

Governance and Compliance

The following are outlined in addition to the routine 'business as usual' practices:

Corporate Governance

Work is continuing in relation to Fraud and Corruption Control and business continuity plans in consultation with the Audit Panel and the ELT.

Significant progress has been made towards establishing a program of compliance with key legislation and governance documents (**Compliance Project**) and developing a centralised register of statutory and non-statutory delegated powers (**Delegations Project**).

The Compliance Project aims to ensure that Council's compliance obligations are managed efficiently and consistently using Council's web-based compliance management software, that compliance assessments and supporting evidence are reviewed independently on an ongoing basis, and that detailed status reporting can be provided. The Delegations Project will provide a central database of all delegations and the associated processes and controls to ensure that up-to-date and responsive records are maintained, and reports can be generated as needed (for example, as evidence in Court proceedings).

Both projects are being managed by a Special Projects Officer dedicated to those tasks, and substantial progress has been made. Both projects are significant, but are expected to be complete by the end of Q2 in 2019.

The Governance and Compliance section acts as the secretariat for meetings of Council, Audit Panel, and the Executive Leadership Team. Six (6) Council meetings and two (2) Audit Panel meeting were facilitated during the reporting period.

Risk and Assurance

Risk Management

Work on the development of centrally managed departmental risk registers is ongoing and is expected to be complete by the end of Q2 2019. On completion, all Council departments will have ongoing monitoring and reporting obligations for all identified risks, which will be centrally monitored.

Internal Audit Program

Council's Internal Audit Plan for the 2017-18 Financial Year was endorsed by the Audit Panel on 28 June 2017.

Council's Risk and Assurance team conducted a competitive tender for two panels of firms to undertake risk assurance services (including internal audit services) and forensic and investigation services for Council. Following a rigorous selection process, preferred tenderers have been selected and procurement processes are in the process of being finalised.

Public Compliance

Corporate Governance administers Council's Public Compliance Unit which is responsible for animal management and parking administration across the municipality, as well as urban fire abatement.

Animal Management

Glenorchy has one of the highest rates of dog ownership per capita in Australia, the management of which requires significant logistical management and technical skill.

Key statistics for the year to date are as follows:

	Q1	Q2	Q3	Q4	Total
Dog Registrations	8502	428	375	153	9,458
Routine Barking Complaints	106	104	132	108	450
Field Request calls to Officers (roaming animals, deceased animals)	238	163	179	143	723
Formal Barking Complaints	8	6	1	2	17
Dog Attacks: Animal/Person	14/6	12/7	17/8	16/5	59/26
Infringements Issued (Dog Control Act 2000 / Animal Management By-law)	43/6	32/1	388/0	52/0	515/7

Dog registration numbers are 1% down compared to the same point in the 2016-17 financial year, which represents a negligible variance. As noted in a recent Council report, the current fee structure is designed to encourage dog owners to pay registration fees by the due date to qualify for the discounted fee to attempt to reduce the administrative and enforcement costs to Council associated with collecting late payments and undertaking investigations or issuing infringements.

Parking Enforcement

Council employs three FTE Parking and/or Compliance Officers, supervised by the Senior Parking Officer. The nature of the section's work flow means that Compliance Officers (who carry out both animal management and parking duties) do not spend 100% of their time on parking patrols. Casual officers are also engaged to increase coverage for parking enforcement activities, although the section does not always operate at full capacity.

Key parking statistics are as follows:

	Q1	Q2	Q3	Q4	Total
Infringement Notices issued	1539	1506	1142	1752	5939
Infringement Notices withdrawn	77	90	70	102	339
Infringements referred to Monetary Penalties Enforcement Agency	569	464	335	153	1521
Abandoned vehicles	10	12	9	6	37
Parking Infringements issued per Officer (average) – Per Day	11.15	12.34	12.02	12.70	12.05

A total of 1,752 parking infringement notices were issued during the quarter. This quarter's results (as with the previous quarter's) were adversely affected by the departure of a full-time parking officer in early February, which resulted in less officer-hours spent on parking patrols.

Significant progress was made towards implementing new parking infringement system (hardware (and software) that will allow real-time monitoring of parking infringement data, and result in other improvements to efficiency. It will also allow people receiving parking infringements to view evidentiary photographs of their vehicles using an online portal. Implementation has been delayed due to ICT resources being allocated to the roll-out of project TOM, however is almost complete.

Urban Fire Abatement

The urban fire abatement program is critical to helping protect Glenorchy from the risk to life and property posed by wildfires. Upon the declaration of the closure of the fire permit season by Tasmania Fire Service, Council's Urban Fire Abatement program ceased at the beginning of Q4 until and will recommence in October 2018 for the upcoming 2018/2019 summer period.

People and Safety

Ensuring that Council has a skilled, capable and safety-focussed workforce is the primary focus for our People and Safety Department. The first quarter of 2018 has seen the department deliver and achieve a number of key milestones of their People and Safety Strategy (2017-2020), these include:

Human Resources

The development, review, consultation and implementation of priority documentation (forms, guidelines, procedures and directives) across Human Resources, Safety and Payroll as a part of our continuous review process to ensure we have up to date and relevant employee documentation.

The following People and Safety Directives (internal policies) were developed, consulted on and/or approved in the fourth quarter of 2017-18 financial year.

Directives	Status
WH&S Consultation Model	April 2018
Transition to Retirement	May 2018
Job Rotation Directive	May 2018
Purchased Leave	May 2018
Study Assistance	May 2018
Personal Appearance and Uniform Directive	May 2018
Leave Without Pay (LWOP)	May 2018
WH&S Safety Commitment Statement	June 2018
Long Service Leave	Consultation Phase May- June 2018
Safe Systems of Work	Consultation Phase May- June 2018
Fitness for Work Alcohol and any other Drugs	Consultation Phase May- June 2018

Recruitment

Recruitment	Q1	Q2	Q3	Q4	Total 2017/18
How many jobs advertised	Not tracked prior to Q3		31	12	43
How many jobs closed			31	15	46
How many applicants processed			681	177	858
How many interviews undertaken			84	55	139
How many positions offered			5	16	21
How many people started			12	11	23

Workplace Health and Safety

Council is committed to providing a safe and healthy workplace for all its stakeholders (including contractors, volunteers and visitors) so everyone can go home safe and well.

We are doing this by building a positive WH&S culture empowering our employees and leaders to make their workplace healthier and safer.

A whole of Council WH&S re-induction program has commenced, with the Infrastructure and Works Directorate the first area to undertake this important program. This is close to 100% complete within this Directorate. Due to the varied nature of work activities and environments across Council this program will be customised and delivered to the remainder of employees in the 2018-19 financial year.

Item/Activity	Q1	Q2	Q3	Q4	Total 2017/18
Near Misses	5	15	10	8	38
Hazard Reports	14	15	18	31	78
Safety Committee Meetings and Forums	5	4	13	9	31
Workplace Inspections	6	5	23	10	44
Personal Injury	14	11	22	24	71
Number of new Lost Time Injuries (LTIs) claims submitted (one day/shift or more)	7	3	6	2	23
Number of new Medical Treatment Injuries (MTIs) claims submitted (no lost time)	5	3	2	4	19

Insurance

In addition to the operational management and coordination of insurance during the Q3 and Q4 Council undertook a review of the insurance requirements for the organisation. This process involves the review of all insurable risks held by the Council and results in the placement of insurance covers.

Council's current insurance portfolio consists of the following covers:

- Councillors' and Officers' Liability
- Community liability Pack
- Workers Compensation
- Crime
- Industrial Special Risk
- Public, Property and Professional Liability
- Motor Vehicle Fleet
- Personal Accident
- Corporate Travel
- Cyber Risk Insurance Cover, and
- Environmental Impairment Insurance.

Insurance	Q1	Q2	Q3	Q4	Total 2017/18
Number of ongoing potential/insurance claims carried forward	13	20	31	21	85
Number of new potential/insurance claims	44	31	15	26	116
Number of claims closed	37	20	25	28	110

Legal and Procurement

Legal

Ongoing day-to-day management of Council's Legal Services section and legal case files on behalf of Council (including management of matters briefed to external legal firms).

Procurement

Progressing with actioning the procurement outcomes in response to the internal audit conducted by Deloitte in Feb 2018.

Actioning items includes:

- continued improvements of procedures and process around procuring and tendering
- continued improvements on document retention for all tendering and procurement processes
- progressing with review and update of existing Procurement manual, and
- progression on the testing and establishing a new contracts management system (contracts module).

Tendering

- progressing with the development of further workflow charts to assist staff in a tender process;
- finalised and established new panel of Tender Review Committee (TRC) members in accordance with the new TRC Terms of Reference

- progressing with the review and updating of the weighting criteria for tenders to align with the new Code for Tenders and Contracts
- finalised and completion of tender panels for Legal Services, Printing Services and Labour Hire for Council, and
- progressing with a collaborative tender with Hobart City and Kingborough Councils for
- Natural Disaster Resilience under a State Grant fund.

Policy Management

At the end of Q4, Council had a total of 108 policies, of which 12 were overdue for review (some of which are likely to be rescinded on the basis that they are obsolete). One new policy (the Media Policy) was adopted during the quarter.

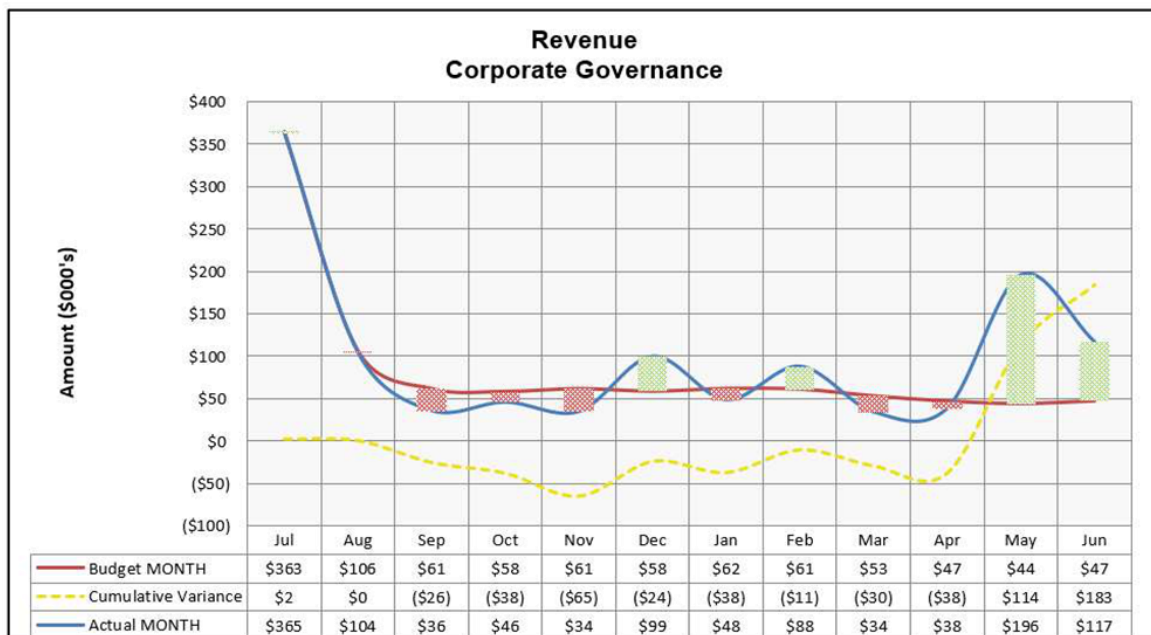
Management has recently introduced an improved system of policy management using specialised governance software. This will act as a secondary control to ensure that managers are given timely reminders of when policies are due for review so that policies will always remain current.

Directorate Financial Report

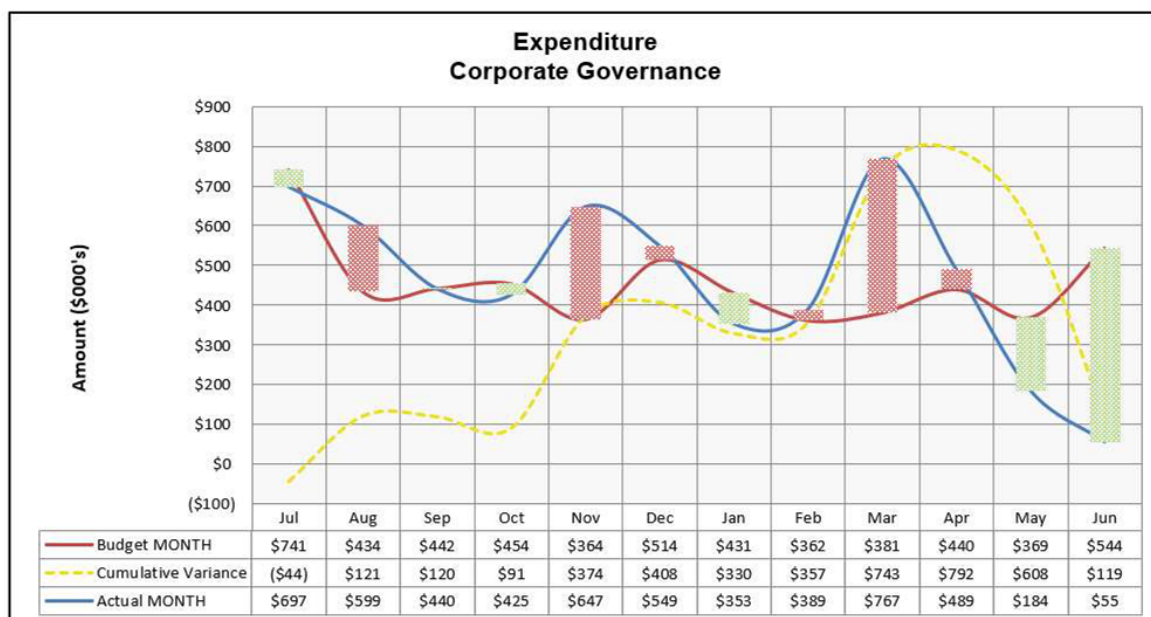
Statement of Comprehensive Income to 30 June 2018

	2018 Budget \$'000	2018 Actual \$'000	2017 Actual \$'000
Income			
Recurrent Income			
Rates	-		
User charges and licences	1,002	841	800
Interest	-	-	
Grants	-	-	
Contributions - cash	-	-	
Investment income from TasWater	-	-	
Other income	19	363	47
	1,021	1,204	847
Capital Income			
Contributions – non-monetary assets	-	-	
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	-	-	
Capital grants received specifically for new or upgraded assets	-	-	
Fair value recognition of land under roads	-	-	
Total Income	1,021	1,204	847
Expenses			
Employment costs	3,764	3,443	4,015
Materials and services	1,624	2,098	2,934
Depreciation and amortisation	-	-	
State Fire Commission contribution	-	-	
Finance costs	-	-	
Assets written off	-	-	
Bad and doubtful debts	-	-	
Other expenses	88	54	60
Total expenses	5,476	5,595	7,008
Surplus/(deficit)	(4,455)	(4,391)	(6,161)

Revenue – Actual v Budget by Month and Cumulative Variance YTD



Expenditure – Actual v Budget by Month and Cumulative Variance YTD



Director Comments

The provisional end of year result for Corporate Governance is:

- Revenue is \$183k over budget
- Expenditure is \$119k over budget

Primary contributors are decreased revenue from animal registrations and compliance activities with overspends in other costs centres offset by an end-of-year recalculation of provisions.

The following cost centres are of particular note:

Public Compliance

Animal Registrations are under budget by \$86k out of a \$488k budget. An amount of \$80k was added to this year's budget on the expectation increased compliance activity would cover the revenue.

Parking Infringements are under budget by \$42k in a \$375k budget. This is due to a combination of resourcing constraints and fewer offences detected.

Monetary Penalty Enforcement Service (MPES) is under budget by \$30k in a \$110k budget. The budget is reliant upon the successful recovery of outstanding infringements by MPES.

Fire Hazards record \$0 received on a \$12k budget. There were no infringements issued during the 2017/18 fire hazard season.

Risk and Assurance

Internal Audit is under spent by \$35k on a \$88k budget due to the delay in the commencement of two internal audits, which will now commence after the end of the financial year.

People Unit

Insurance Premiums over spent by \$35k on a \$320k budget. On average, insurance has increased in response to insurance market changes, increased claim frequency and costs incurred for each claim made. In addition, new policies for cyber protection and environmental impairment have been taken out to protect Council's exposure to risks in these emerging areas.

An end of year recalculation of the whole-of-council provision for leave entitlements, payroll tax and worker compensation premiums has resulted in an end of financial year credit adjustment to Employment Costs in the sum of \$763k.

General Manager

The requirement to appoint an Acting General Manager for an extended period resulted in an unavoidable duplication of salaries of around \$130k.

Aldermanic

The election of a new Council resulted in an unbudgeted election expense of \$252k along with additional expenses associated with the appointment of a Commissioner and the induction of the new Aldermen.

Legal

This cost centre is \$277k over budget primarily due to the Board of Inquiry, the KGV redevelopment and unavoidable costs in overhauling the organisational structure.

COMMUNITY ECONOMIC DEVELOPMENT & BUSINESS

GOALS & OBJECTIVES

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.

Leading Our Community

- Govern in the best interests of our community. Prioritise resources to achieve our communities' goals.

Finance

- Development of the 2018/2019 annual budget completed and Council approval gained
- 2018/2019 – 2027/2028 Long Term Financial Management Plan completed and adopted by Council
- Development of 2018/2019 rate notices and explanation brochure
- 98.73% of total rate charges collected for the financial year
- New Monthly Reporting process and reports delivered to Council (Feb/March/ April)
- New Quarterly report to Council delivered (Jan – March)

ICT

- Project TOM went live in May 2018. The project has now moved into next phase of imbedding into the business completely. 504 requested improvements were recorded after 'go live' was achieved, and at the close of the financial year approximately 20 remained. Staff surveyed recorded an average satisfaction rate of 72.4% in solving issues raised by ICT.
- ICT Helpdesk support survey responses reported 93% satisfaction with services for the quarter (Q4, April-June 2018). This information is based on surveys out of a possible 1,934 tickets closed during the quarter.
- Planning for a Microsoft Windows Office 2016 upgrade has been completed and the upgrade will be ready to roll out in July 2018.

Derwent Entertainment Centre

The DEC continues to attract good numbers through the final quarter of the financial year including:

- all SEABL games have had a good attendance exceeding numbers from the 2017 season
- ticket Sales from the Box Office have been steady and increased towards the end of the quarter with the Southern Tasmanian Dance Eisteddfods scheduled for early July
- an increased number of small conferences as well as hosting a visit by the Harlem Globetrotters and the 7HO/DJ Motors Car Giveaway, and

- for the year the DEC hosted 31 events in the main arena for the year, attracting 82,975 patrons.

Key statistics on DEC usage are as follows

Main Arena:

Date	Event	Attendees	Average Kiosk Spend Per Person
06/04/2018	SEABL	1544	\$10.89
18/04/2018	Harlem Globetrotters	3118	\$3.89
21/04/2018	Australian DrillDance Championship	975	\$8.69
22/04/2018	Australian DrillDance Championship	982	\$8.71
28/04/2018	SEABL	1167	\$10.07
06/05/2018	SEABL	1015	\$8.65
12/05/2018	SEABL	1084	\$8.58
18/05/2018	SEABL	945	\$8.09
20/05/2018	7HOFM DJ Motors – Public Event	1500	\$1.76
25/05/2018	SEABL	1098	\$9.41
01/06/2018	SEABL	1134	\$7.79
08/06/2018	School Mass	2100	N/A
15/06/2018	SEABL	1271	\$7.80
29/06/2018	SEABL	1720	\$8.97
TOTAL MAIN EVENT		19,653	

Astley Room:

Date	Event	Attendees
05/04/2018	Private Sports Dinner	130
27/04/2018	Child Safety Workshop	110
28/04/2018	DEC Staff Training	50
10/05/2015	FACT	40
23/05/2018	GCC Training	40
23/05/2018	GCC Volunteer Awards	200

Boardroom/Other:

Date	Event	Attendees
12/04/2018	STDE Meeting	26
10/05/2018	STDE Meeting	25
04/06/2018	STDE Meeting	25
Total		71

Seminar Suites:

Date	Event	Attendees
16/04/2018	Mission Australia	40

10/05/2018	Department of Justice	75
1/05/2018	GCC Training/Meeting	24
2/05/2018	GCC Training/Meeting	24
Total		163

Box Office Enquiries: (does not include door sales on day of event)

Number of sales for events at the DEC	520 patrons
Number of sales for events in the state	60 patrons
Number of sales for mainland events	54 patrons
Enquires we were unable to help with	31 patrons

Customer Service

Customer Service Centre information for the past month is articulated in the tables below:

- Customers in May increase due to yearly pension remission collection and this year queries regarding potential rates increase affected the totals in both May and June leading up to the 1st rates instalment.
- A Service Level of 89% in respect of calls answered within 1 minute was recorded for Q4. This was the highest result achieved this financial year.

Month	Customer Enquiries (Counter)	Customer Enquiries (Phone)	Total Customers	Customer Service Charter commitment. Answer your call on average within 1 minute
April	900	3007	3907	89%
May	1127	3720	4847	88%
June	1211	3353	4564	90%
Quarter Totals	3238	10,080	13,318	89%

Month	Customer Enquiries (Counter)	Customer Enquiries (Phone)	Total Customers	Customer Service Charter commitment. Answer your call on average within 1 minute
Full Year 2017-2018	18,955	43,751	62,706	82.5%

Note: Council's Customer Service Charter commits to answer calls on-average within 1 minute. The Customer Service Centre's KPI for this is that 80% of calls are to be answered within 60 seconds.

City Strategy

- The draft Annual Plan 2018/19 process was undertaken across all Directorates of Council. Aldermen considered the draft as part of the Budget workshop on 4 June 2018 and the Annual Plan was formally adopted by Council on the 26 June 2018. The endorsed Annual Plan was

promulgated to the Director of Local Government and the Director of Public Health and has been made available on the Glenorchy City Council website.

Economic Development

- A draft Economic Development Strategy schedule has been reviewed by Council's Executive Leadership Team (ELT), further refinement has been undertaken in response to the ELT's feedback. The successful outcome of 2018/19 Budget business case is reflected in the development of an economic development strategy being included as a current priority action in the 2018/19 Annual Plan.
- Staff are currently exploring the development of a Memorandum of Understanding (or similar) with Destination Southern Tasmania for the General Manager to consider in the next financial year. The intention is to clarify the roles and expectations of Council and Destination Southern Tasmania moving forward.
- The Public Transit Corridor Steering Committee met to consider the draft consultancy report provided by James McIntosh of LUTI. Consideration of the role of the committee in light of the formation of the Hobart City Deal governance was subject to discussion and the committee agreed to provide update reports (including the final consultancy report) to their respective Councils in July 2018.

Community Planning and Engagement

- Discussions have been held with directors and managers regarding Council's Community Engagement Framework to plan Council's engagement activities over the next 12-24 months. A tracking process of all Council engagement activities is being developed. This will be presented in the next quarterly report
- Assisted and advised on a range of community engagement activities including the Tolosa Dam redevelopment and the Communication Strategy.
- Coordinated and delivered the Glenorchy ANZAC Day commemorations.
- Coordinated the review and thank you events for the annual Moonah Taste of the World Festival, which included 30 food stalls (19 community groups); 23 dance/musical performances (representing 18 different nationalities) and 16 cultural/family activities. This included a presentation to Council detailing the 2018 event and future considerations.
- Delivered 'id profile' information sessions on the latest Census results for staff and aldermen.
- Continued to support the Claremont Community Library, which during the quarter had 7 new members, 13 membership renewals, 388 borrowers, 91 social visitors and 11 bulk book donations.
- Continued to support the Glenorchy Community Volunteer Program, which during the quarter had 18 volunteers who volunteered for an average of 39 hours for 41 clients.

- Delivered the annual Glenorchy Volunteer Awards. Awards were given to 105 individuals and two groups, with 32 organisations nominating volunteers.
- Continued to support Council's Grants Review Committee and record successful and non-successful grant applications from Council, amount of money received and in-kind and financial contributions from Council.

Community Development

Youth:

- Six young people progressed through a second 6-week Full Gear Motorbike Safety Program in Chigwell, culminating in a safety promotion activity held at Bunnings Glenorchy.
- Supporting the Glenorchy Youth Task Force (GYTF) to develop a magazine targeted towards young people 12-18 years. The content will be developed by young people and will include youth support information.
- Over 300 people attended the combined Council Youth Week Tasmania event held in Hobart.
- Council's Youth Development Officer and GYTF members attended the Youth Network of Tasmania conference in June and facilitated a food and nutrition session.
- Review and engagement process underway for the 'GCC Seriously Smashed' website

Access:

- The first stage of the Glenorchy Together RMIT research project is being evaluated. Co-design community workshops are planned to work on specific initiatives aimed at improving access issues for people with a disability.
- An NDIS community information session and screening of The Ride film was shown on 23 May at the Moonah Arts Centre (MAC)
- Developing a response to the Tasmanian Child and Youth Wellbeing Outcomes Framework and DSS Stronger outcomes for Families discussion papers.
- Presentation on the redesign of the Child Protection Services Tasmania-Strong Families-Safe Kids structure and processes to GAIN and YANG held on the 7th June.

Health and Wellbeing:

- Continued working with DHHS and the Sax Institute Prevention Tracker project to apply systems action learning to working with the community to improve the delivery of health and wellbeing initiatives and measuring outcomes.

Cultural Diversity:

- The Multicultural Hub community received 93 bookings in the last quarter, hosting a range of cultural activities including; Ramadan, art therapy workshops, language and dance classes, welcome dinners and community meetings.
- Over 80 women attended the 'Hear Our Voices Multicultural Women's Gathering' on the 4 May 2018 at the MAC.

Community Safety:

- Working on a range of initiatives to support Mental Health Week, anti-poverty week and the Garage Sale Trail in October.
- Working with the Hobart Women's Shelter to develop and deliver Safe Bystander Intervention community training to help reduce the impacts of violence on the 12th August.

Childcare Connections

- Both services have reviewed service policies, consulting with management, families and educators.
- Both services have introduced a daily 'Acknowledgment to Country' with the children. We continue to investigate ways of incorporating ATSI culture within our programs.
- Families and outside agencies have been invited to participate in the following events which provide quality learning outcomes for all children, National Simultaneous Storytime, World Environment Day. Both services have begun recycling 'soft plastics'. This provides an opportunity for intentional teaching and for children to share what they have learnt with their families at home.
- All educators attended 'Child Protection and Mandatory Reporting' training in April.
- Administration preparations have included a change in software provider for the centres leading up to the transition to the Australian Governments Child Care Package roll out for families. This has also included education for families at both service about the new process and the Australian Governments requirements for application and eligibility of Child Care Subsidy.

Benjafield Centre:

- Benjafield has continued its community connection with the CHAT (Children Helping Adults Together) program with weekly visits to Glenview in Glenorchy. The children engage in a number of experiences with the residents including, cooking, craft, story reading, games walks, excursions and keeping each other company.
- Parent-Educator meetings were held in June. This provided 1:1 time with parents to discuss individual children's learning and development.
- The service has had 6 new children commence care and 2 children cease care. There are also 5 children enrolled with additional needs

Berriedale Centre:

- Berriedale currently holds a Meeting rating and is awaiting advice for Assessment and Rating likely to occur during 2018. The Service continues to monitor, review and evaluate all process in line with best practices recommendations in response to the service Quality Improvement Plan (QIP).
- Parent-Educator meetings were held in June – this provided 1:1 time with parents to discuss individual children's learning and development.
- The service has had 11 new children commence care and 2 children cease care. There are also 9 children enrolled with additional needs. 3 of these children have a diagnosed condition and are eligible for Inclusion Development Funding. This funding facilitates the engagement of an additional educator to increase the adult: child ratio within the room.

Arts and Cultural Development***Moonah Arts Centre (MAC):***

- The MAC continues to deliver a diverse and popular program as well as being an increasingly popular venue for local groups. This quarter the Arts and Culture team delivered 9 exhibitions, 8 Friday Night events including music, dance and film and 13 booked out school holiday activities.
- 11,741 people visited the Moonah Arts Centre. Fifteen arts groups or artists ran arts-based workshop activities and twelve performance or forum based arts activities were held in the Performance Screen Studio. Twelve volunteers gave 435 hours to the operations of the Centre.
- Planning and development is well underway for our major project for 2018, Moonah MOVES. The Arts and Culture team have been successful in gaining external funding from Festivals Australia, Arts Tasmania, Events Tasmania and the Department of Premier and Cabinet for this ambitious participatory celebration of dance and community.
- Moonah MOVES took off with Dance Strong school holiday intensive in April. A week long dance workshop with Eric Avery, Gwenda Stanley and local dance leaders from pakana. The workshops explored resistance, struggle and identity through dance.
- The Arts and Culture Team are partnering with MAST Films on Thread, a filmmaking project with young people from the Migrant Resource Centre's Settlement Program, Cooper Screen Academy, Claremont College, Youtharc and the GCC Youth Task Force. The project will provide the tools and platform for young people to share their stories and lived experiences and collaborate with professional filmmakers to create a short web series. The participants will drive the topics and subjects. The films will be premiered at Moonah Arts Centre and shown as part of Moonah Taste of the World 2019 and will be available for presentation at venues within Glenorchy and Tasmania.
- Initial planning has begun on the development of public art works as part of the Glenorchy CBD Revitalisation project which is a major capital works project of Council rolling out over

the next few years. An initial project plan has been completed and the next task is the development of a project brief for seeking expressions of interest from artists. The project will focus on the development of public art work/s for the area in front of the Council Chambers in Main Rd, Glenorchy.

- The final component of the Portrait of a Community project, funded by a Multicultural Grant from the Department of Premier and Cabinet, a series of portraits of multicultural performers from the Glenorchy community by photographer Oliver Berlin were displayed at the MAC. The portraits were taken as part of Moonah Taste of the Future and Inspire Tasmania. The portraits will also be displayed at the Multicultural Hub, and the Welcome Dinner at UTAS.

Glenorchy Arts and Sculpture Partnership (GASP)

- Continued development of 'mapali local international' Aboriginal and Muslim Contemporaneity. This is Stage 2 of a major new intercultural collaborative project by 14 artists from diverse cultural backgrounds, which will result in 3 major sculptures and an e-media project launch at GASP in 2019. The project is led by three Tasmanian Aboriginal artists collaborating with leading Yolgnu artists from Arnhem Land and Muslim artists from Perth and Sydney as well as seven Tasmanian emerging artists from diverse cultural backgrounds. The project is inspired by 500 years of Makassan/Muslim/Indonesian engagement with Yolgnu people in Aboriginal Arnhem Land.
- Commenced a major international permanent sculpture and performance space project titled Bema | Kraka Neka. This is a collaboration between Bill Balaskas (Greece) and Jim Everett (Tas) and emerging Tasmanian Artists, and is a unique international project uniting Tasmanian Aboriginal and Greek Philosophy for the first time. It is to be presented as part of Ten Days on the Island festival 2019 + 2021(Tasmania). Project Partners confirmed include Victoria and Albert Museum (UK) Factum Foundation (Madrid/UK), Nottingham Trent University (UK) the Multicultural Council of Tasmania, the Tasmanian Museum and Art Gallery and the UTAS School of Creative Arts.

Refraction Principal, James Geurts (commenced 2017/18)

Worked on final stages of new sculpture to be installed in August 2018. Crown Approval and GCC planning approval confirmed.

A Plan for Escape, James Newitt (2016 – 2018)

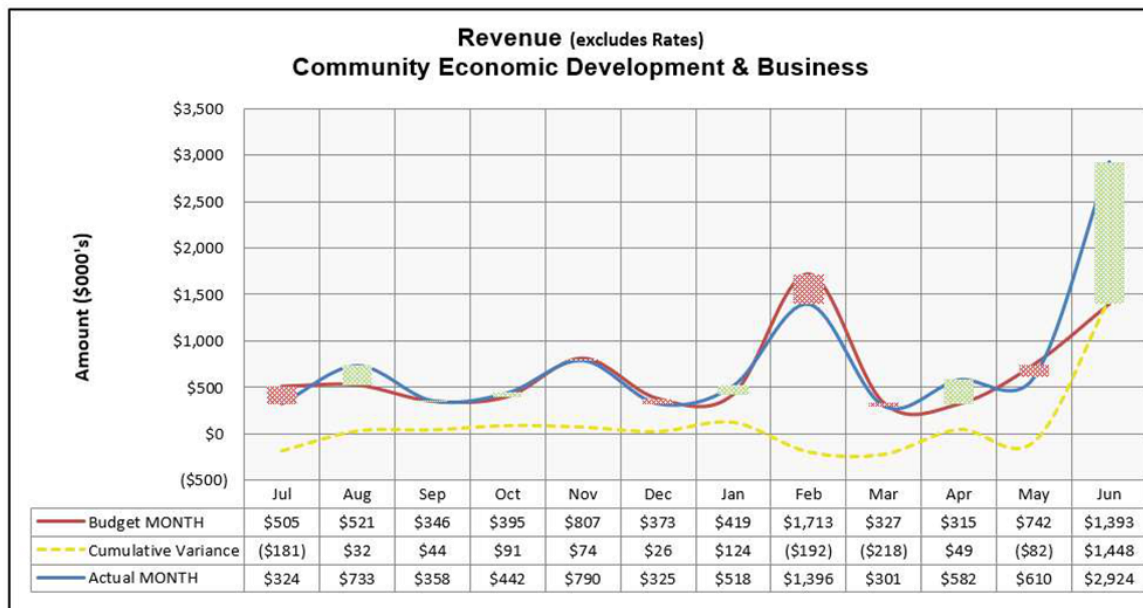
This GASP project was presented in partnership with Contemporary Art Tasmania, as part of Dark Mofo, June 2018.

Directorate Financial Report

Statement of Comprehensive Income to 30 June 2018

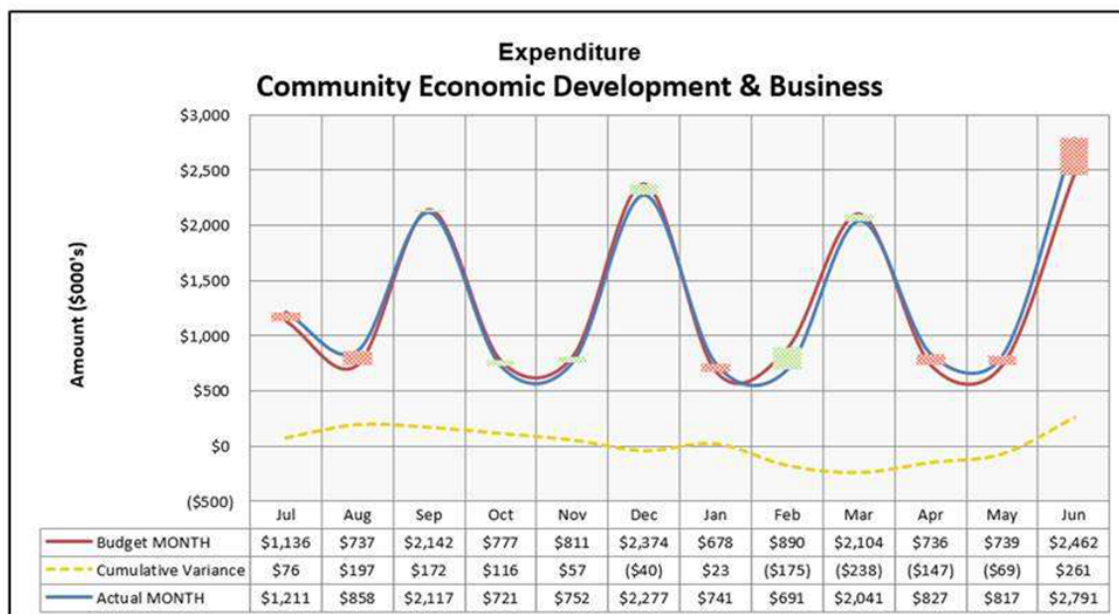
	2018 Budget \$'000	2018 Actual \$'000	2017 Actual \$'000
Income			
Recurrent Income			
Rates	35,654	35,531	34,541
User charges and licences	2,172	2,033	2,014
Interest	395	382	411
Grants	1,689	3,262	4,298
Contributions - cash	90	55	65
Investment income from TasWater	3,258	3,268	3,339
Other income	250	303	335
	43,509	44,835	45,003
Capital Income			
Contributions – non-monetary assets	-	-	
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	-	-	
Capital grants received specifically for new or upgraded assets	-	-	
Fair value recognition of land under roads	-	-	
Total Income	43,509	44,835	45,003
Expenses			
Employment costs	6,455	6,696	6,299
Materials and services	3,709	3,517	3,788
Depreciation and amortisation	7	9	
State Fire Commission contribution	5,332	5,332	5,056
Finance costs	9	232	289
Assets written off	-	-	
Bad and doubtful debts	2	7	17
Other expenses	71	53	167
Total expenses	15,585	15,845	15,616
Surplus/(deficit)	27,924	28,990	29,388

Revenue – Actual v Budget by Month and Cumulative Variance YTD



Nb: The peaks in the Revenue chart represent the receipt of TasWater distributions and the Financial Assistance Grant

Expenditure – Actual v Budget by Month and Cumulative Variance YTD



Nb: The peaks in the Expenditure chart represent the State Fire Levy payment.

Director Comments

The provisional end of year result for Community Economic Development and Business is:

- Revenue \$1,326k over budget
- Expenditure \$260k over budget

Primary contributors are increased revenue from specific purpose grants, prepayment of the general-purpose grant and additional child care subsidies, these being offset by decreased revenue from rates. There is an unwinding provision for the landfill close-out and the Derwent Entertainment Centre has recorded an operating deficit for the year.

The following cost centres are of particular note:

Rates

The result is a shortfall of \$122k on a \$35.654m budget. Successful objections to the 2017/18 property revaluations eroded the expected 0.50% valuation growth allowance in the budget. There was also lower interest and penalties applied to customer accounts due to payments being made on-time or when demanded.

Grants

Unbudgeted specific purpose grants (excluding child care) received during the year resulted in \$163k additional revenue. Also, the Federal Government once again prepaid part of the 2018/19 Federal Assistance Grant in 2017/18. The \$1.204m is recorded as unbudgeted revenue in the 2017/18 year.

Child Care Centres

Berriedale and Benjafield centres achieved better than budget expectations for the financial year with favourable actual-to-budget variances of \$89k and \$97k respectively.

BERRIEDALE	Actual Result	Budget result	Variance \$
Revenue	\$807,819	\$579,547	\$228,272
Expense	\$764,128	\$624,549	(\$139,579)
Net Result	\$43, 691	(\$45,002)	\$88,693

Berriedale budgeted for a \$45k loss but made a \$44k profit – this is a \$89k turnaround.

BENJAFIELD	Actual Result	Budget result	Variance \$
Revenue	\$533,270	\$363,782	\$169,488
Expense	\$673,398	\$601,399	(\$71,999)
Net Result	(\$140,128)	(\$237,617)	\$97,489

Benjafield budgeted for a \$238k loss but made only a \$140k loss - this is an improvement of \$98k.

Investment in TasWater

The overall result of the contribution of dividends, tax equivalents and loan guarantee fees were \$10k better than budget

Unwinding Provision

The unwinding provision has been unfavourably affected by a Landfill Close-out adjustment required by end-of-year processes.

CITY SERVICES & INFRASTRUCTURE DIRECTORATE SUMMARY

GOALS & OBJECTIVES

Making Lives Better	■ Facilitate and/or deliver services to our communities.
Open for Business	■ Stimulate a prosperous economy.
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 community.

Statutory, Strategic Planning and Heritage

	Q1	Q2	Q3	Q4
Development applications	78 (98.74% within statutory timeframes)	86 (100% within statutory timeframes)	62 (100% within statutory timeframes)	53 (100% within statutory timeframes)

- During Q4, a total of 86 planning applications were received which is well above the four-year rolling average of 77 per quarter. Fifty-three applications were determined during this time and of these, 4 were major applications (planning permit applications with a value of \$1,000,000 or more). These included a one lot plus balance subdivision and 19 dwellings, 213 lot residential subdivision, the Solstice chamber and Confessional at MONA and alterations and extension to parking at the police station.
- In total, 349 planning applications were received for the 17/18 FY which is well above the last 7-year average of 293 (inc. FY17/18).
- There was only 1 appeal during quarter 4 against which is testament to the emphasis on pre-lodgement engagement with applicants.
- Work is continuing on the formulation of the Local Provisions Schedule. The current focus is the finalisation of statements of heritage significance and GIS mapping.

Building and Plumbing

	Q1	Q2	Q3	Q4
Building and Plumbing applications	162 (100% within statutory timeframes)	134 (100% within statutory timeframes)	106 (100% within statutory timeframes)	70 (100% within statutory timeframes)
Building and Plumbing Notices and Orders	68	44	40	10

- A reduction in the number of applications this quarter has allowed the Building and Plumbing area to work through challenges with a resource shortage and the implementation of new enterprise software. The introduction of the new software has placed an additional demand on staff time however processing target times are still being met.

Environmental Health

	Q1	Q2	Q3	Q4
Environmental Health Requests	138	137	118	130
Food Premises Inspections	129	189	156	153

- A report has been drafted on how Council will transition to a new Food Risk Classification System mandated by the State Government. It is likely the report will go to Council in November 2018 and the system implemented in 2019.
- Several renewals were issued this quarter including for all food business registrations; public health risk activities and regulated systems (cooling towers).
- The final round of school vaccinations for Meningococcal W for 15 to 19-year olds were also completed this quarter.

Waste Services, Landfill, Recycling and Education

	Q1	Q2	Q3	Q4
Kerbside - % Missed bins	0.07	0.06	0.08	0.04
Kerbside - Participation rate (bins issued/bins collected)	N.A	N.A	N. A	N. A
Landfill - Diversion rate %	72.42	57.52	68.73	76.36%

Jackson Street waste management centre (landfill)

- High wind events had reasonable impacts on operations at the Jackson Street site during the quarter. For the fourth quarter (total 91 days), landfill was fully open 76 days and partially opened for 15 days with no full days closed.
- For year to date, landfill was fully open 321 days out of 363, partially opened for 40 days, and fully closed for 2 days (Christmas Day and Good Friday).

Waste Education Activities

	Q1	Q2	Q3	Q4
Waste education - schools attended	9	5	4	3
Waste education - students attended	2492	840	130	100

- Council participated in the KAB state awards, but outcome still TBC

Council Property

Property	Update
Tolosa Park Master Plan	Stage 1 Community Consultation is completed, and Stage 2 is underway.
Prince of Wales Bay Sports Fields	New light towers have been tendered and the contract has been awarded to RBD Electrical and Instrumentation.
CBD Playground	Council decided to defer the project and to reallocate the grant to Stage 3 of the CBD revitalisation project.

*Complete – indicates 'Practical Completion' whereby the works are finished, but final contractual and financial factors are yet to be finalised.

- Agreement was reached with TasWater on deferring decommissioning works to align with Council's development of a Master Plan for the site. Consultation for the Master Plan includes a website survey, hard copy foyer display, and community panel survey.
- Design for Prince of Wales Bay Sports Ground has now been completed and Council is preparing for construction.
- Recruitment for two vacant positions on the Property section has now been finalised with the appointment of Property Officer and Planning and Design Officer within the Property Asset Department.

Infrastructure Asset Management and Capital Program

Detailed design projects completed for project handover for this quarter are:

- Main Rd CBD Revitalisation – Stage 2 between ICC and Barry St
- Springfield St / Charles St intersection road upgrade
- Upper Hilton Road 45b-47 road upgrade

Most capital projects programed in FY17/18 were completed, with few carried forward into the next financial year (FY18/19), mainly due to delays in delivering the reseal program and changes in the order of works projects.

Major capital projects started in this quarter are as follows:

- Main Rd CBD Revitalisation – Stage 2 between ICC and Barry St
- Moorina Crescent kerb and footpath works
- Maple Ave road reconstruction and reseal
- Springfield Street / Charles Street kerb extensions
- Elmsleigh Road footpath works
- Montrose Bay new toilet block

Major projects complete include:

- Stage 1 (Peltro St Link) protected bike lane construction
- Grove/Arnold St intersection upgrade (blackspot project)
- Main Road Cycle lanes from Austins Ferry to Granton
- Tolosa Street 93-99 stormwater service extension
- Somerdale Road turning circle reconstruction

Stormwater, road and property capital budgets for 18/19 have been developed, and were approved by Council in June 2018.

Environment and Natural Areas Management

- The key activities for the Environment Section over the last quarter have included supporting Friends of Wellington Park working bee, the removal of Boxthorn at Dowsing Point from sensitive cultural heritage sites in partnership with Aboriginal Heritage Tasmania, and the development of vegetation management plans for GASP foreshore and Jim Bacon Memorial Reserve.
- The Environment team has also had extensive communication around impacts from recent storm event to recreational users of Wellington Park and the Mountain Bike Park using Council Website, Greater Hobart Trails Website, Wellington Park Website and stakeholder mail outs.
- A new position has been approved for the Environment team to further the objectives of Council's Strategic Plan. Recruitment started in May and the commencement of an Environment Engagement Officer is anticipated in early July.

Traffic and Transport Network Planning

- Council's Transport Engineer position is current vacant, and the implementation of the Glenorchy Parking Strategy 2017/2027 will be continued once the position is filled.

Emergency Management

- During the major flood event in May, Council's emergency management team was mobilised following the Emergency Management Plan, and successfully fulfilled all the required tasks.
- Officers continue to attend the Southern Regional Emergency Management Committee quarterly gatherings with Tas Police, SES, Tas Fire, other LGA's and services as well as the Southern Regional Social Recovery Committee Meetings.

Policies developed/reviewed

The section commenced a review of the Enforcement Policy and will take a draft policy and procedure to Council in July 2018.

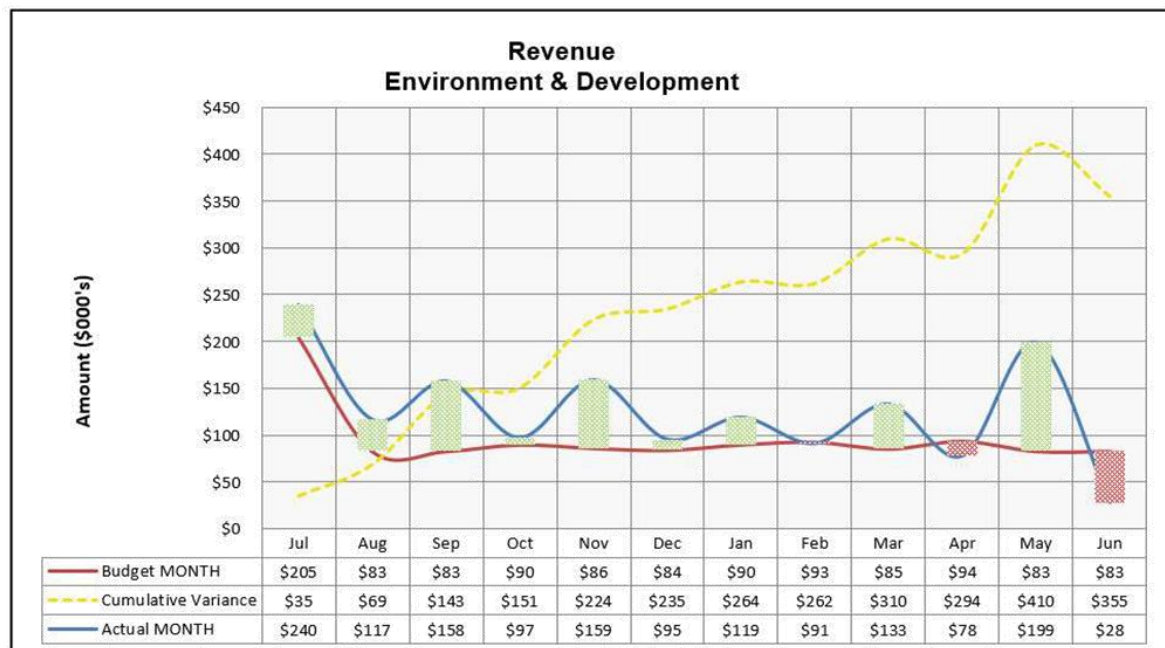
Environment and Development Financial Report*

Statement of Comprehensive Income to 30 June 2018

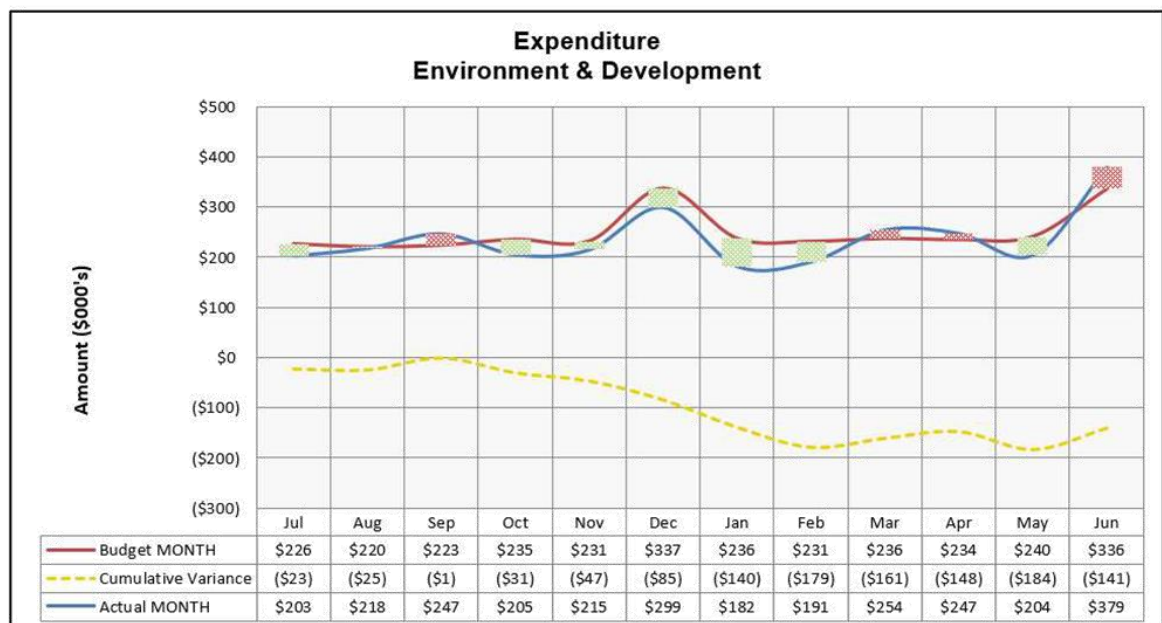
	2018 Budget \$'000	2018 Actual \$'000	2017 Actual \$'000
Income			
Recurrent Income			
Rates	-		
User charges and licences	1,112	1,348	1,256
Interest	-	-	
Grants	-	-	
Contributions - cash	5	11	30
Investment income from TasWater	-	-	
Other income	42	154	47
	1,159	1,514	1,333
Capital Income			
Contributions – non-monetary assets	-	-	
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	-	-	
Capital grants received specifically for new or upgraded assets	-	-	
Fair value recognition of land under roads	-	-	
Total Income	1,159	1,514	1,333
Expenses			
Employment costs	2,696	2,426	2,489
Materials and services	289	418	328
Depreciation and amortisation	-	-	
State Fire Commission contribution	-	-	
Finance costs	-	-	
Assets written off	-	-	
Bad and doubtful debts	-	-	
Other expenses	-	-	
Total expenses	2,985	2,844	2,817
Surplus/(deficit)	(1,826)	(1,330)	(1,483)

* From Q4, the City Services and Infrastructure Directorate is split into two new Directorates: 'Environment and Development' and 'Infrastructure and Works'. Financial Reporting for Q4 is split to reflect the new organisational structure, and consequently there are two sets of financial statements (one for each new Directorate)

Revenue – Actual v Budget by Month and Cumulative Variance YTD



Expenditure – Actual v Budget by Month and Cumulative Variance YTD



Director Comments: Environment and Development

The provisional end of year result for Environment and Development is:

- Revenue \$355k over budget
- Expenditure \$141k under budget

Primary contributors are increased revenue from statutory services, unused salary expense from vacant positions and savings from operational activities not undertaken. The following cost centres are of particular note:

Building and Planning Revenue

These cost centres have contributed favourable to the revenue result for a variety of reasons including economic development, changes to regulations, productive application processing and increased compliance.

Revenue	Actual	Budget	Variance \$
Building Governance	(\$959,069)	(\$765,590)	\$193,479
Planning Services	(\$386,540)	(\$242,730)	\$143,810
Statutory Enforcement	(\$115,579)	\$0	\$115,579

Environmental Health

A net saving of \$93k in salaries has been recorded due to extended vacancies in this cost centre and the use of contract labour as required. Food licence fees have contributed an additional \$10k in a budget of \$122 and a saving of \$9k has been achieved in not undertaking laboratory testing. The Department of Health and Human Services has provided an additional \$9k in subsidies to fund a wider vaccination program but this is offset by a commensurate expense in delivering the program.

Environment

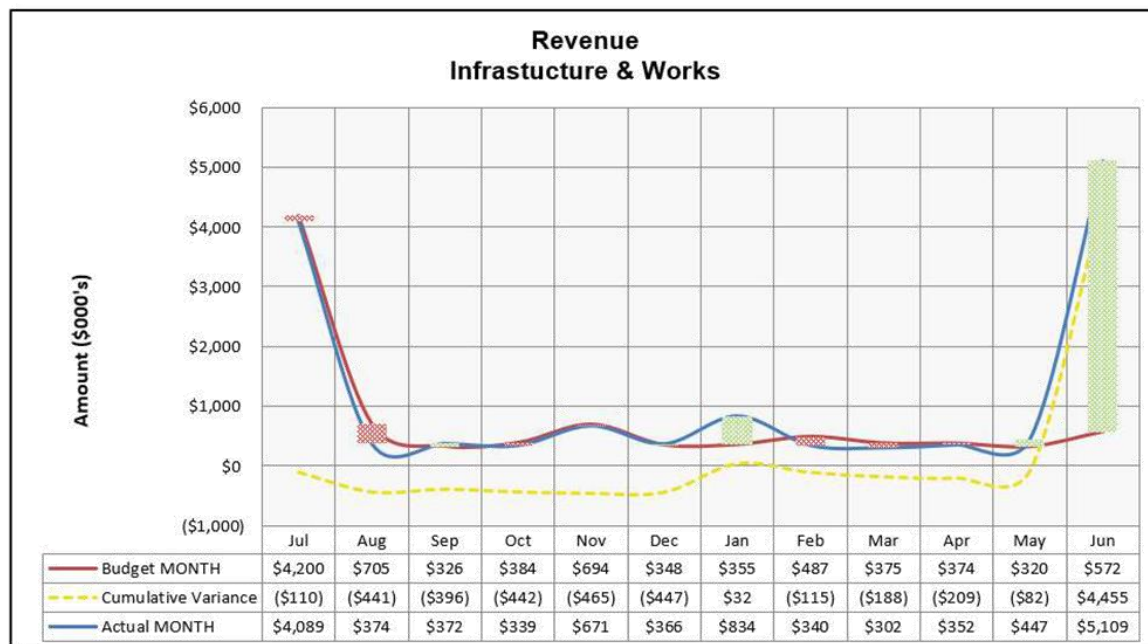
Contractor expenditure was underspent by \$54k across several project areas for tracks and trails in maintenance Wellington Park and weed management. Salaries are underspent by \$50k due to an extended vacancy in this cost centre however there is a commensurate expense in engaging contract labour as required.

Infrastructure and Works

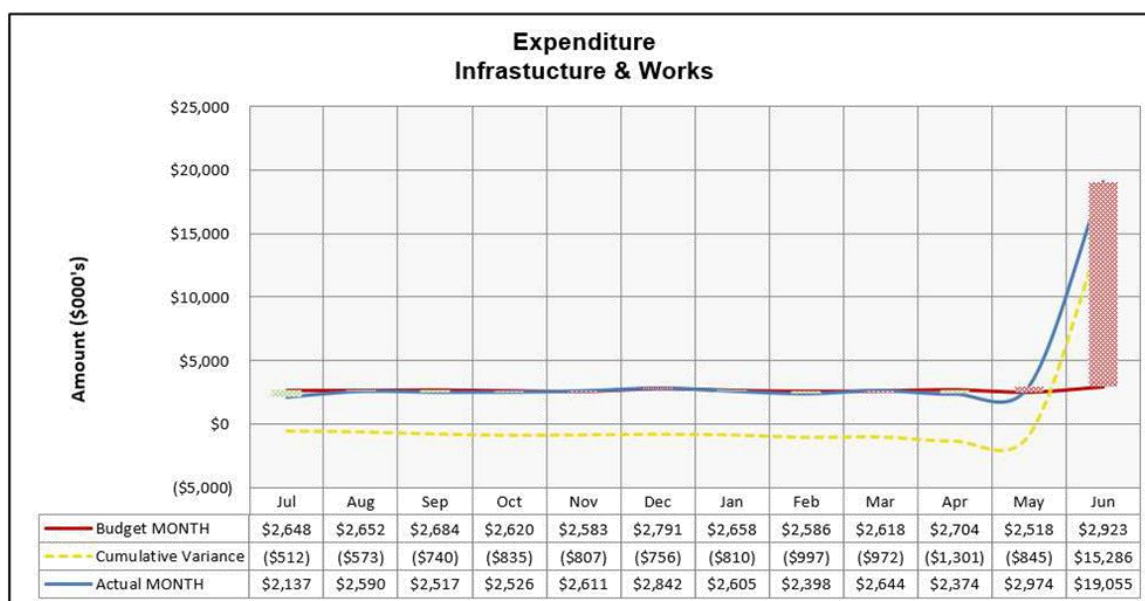
Statement of Comprehensive Income to 30 June 2018

	2018 Budget \$'000	2018 Actual \$'000	2017 Actual \$'000
Income			
Recurrent Income			
Rates	-		
User charges and licences	7,831	7,232	7,333
Interest	-	-	
Grants	6	5	24
Contributions - cash	185	231	287
Investment income from TasWater	-	-	1
Other income	242	205	255
	8,264	7,672	7,899
Capital Income			
Contributions – non-monetary assets	-	4,723	1,184
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	10	74	91
Capital grants received specifically for new or upgraded assets	865	1,125	2,022
Fair value recognition of land under roads	-	-	
	875	5,922	3,297
Total Income	9,139	13,594	11,196
Expenses			
Employment costs	8,572	8,666	7,758
Materials and services	8,265	9,302	8,731
Depreciation and amortisation	14,362	12,813	12,494
State Fire Commission contribution	-	-	
Finance costs	137	131	162
Assets written off	170	15,895	4,005
Bad and doubtful debts	-	-	
Other expenses	480	466	464
Total expenses	31,986	47,273	33,614
Surplus/(deficit)	(22,847)	(33,678)	(22,417)

Revenue – Actual v Budget by Month and Cumulative Variance YTD



Expenditure – Actual v Budget by Month and Cumulative Variance YTD



Director Comments: Infrastructure and Works

The provisional end of year result for Infrastructure and Works is:

- Revenue \$4,455k over budget
- Expenditure \$15,287k over budget

Primary contributors are substantial amounts for contribution of non-monetary assets and the assets written off. Secondary contributors are landfill, property services, asset maintenance and depreciation. The following cost centres are of particular note:

Landfill

	Actual	Budget	Variance \$
Landfill Revenue	(\$5,210,910)	(\$5,554,011)	(\$343,101)
Landfill Expenditure	\$2,401,475	\$2,682,090)	\$280,615

Revenue from load tonnage has tracked below budget for most of the year indicating a sustained reduction in use of the facility. To offset this revenue shortfall, there are savings in operational expenditure in the areas of wages, overtime, fuel and materials.

Property Services

	Actual	Budget	Variance \$
Property Revenue	(\$824,992)	(\$950,459)	(\$125,467)
Property Expenditure	\$2,162,789	\$2,201,426	\$38,637

Council derives revenue from leases, licences and user fees however revenue year to date is below budget primarily due to KGV rent and outgoings. To offset this revenue shortfall, there are savings in operational expenditure in the areas of wages, electricity and general property outgoings.

Roads SW Maintenance

	Actual	Budget	Variance \$
Expenditure	\$2,238,330	\$1,798,831	(\$439,499)

To complete the body of works of this program, additional labour hire and works contractors have been required.

Parks and Recreation

	Actual	Budget	Variance \$
Expenditure	\$3,033,017	\$2,913,544	(\$119,473)

To complete the body of works of this program, additional labour hire and works contractors have been required.

Roads-2-Recovery Capital Grants

	Actual	Budget	Variance \$
Income	\$1,024,809	\$865,381	\$159,428

In addition to the \$865k annual R2R funding which was used for Maple Ave-Bayswater, Moorina Crescent and Sinclair Ave the Council also received funding for Gove Rd \$120k, Backing Nets \$100k and Blackspot \$39k

Depreciation Expense

	Actual	Budget	Variance \$
Plant and Vehicles	\$294,302	\$419,820	\$125,518
Furniture and Fittings	\$73,127	\$86,474	\$13,347
Buildings	\$1,360,683	\$1,553,229	\$192,546
Roads	\$7,560,943	\$7,834,225	\$273,282
Stormwater	\$2,275,364	\$2,674,354	\$398,990
Computer Systems	\$273,516	\$693,874	\$420,358
Other	\$667,539	\$789,935	\$122,396

The underspend in the annual capital works program has contributed substantially to this result.

Hydraulic Services

	Actual	Budget	Variance \$
Derwent Park Water Reuse	\$527,965	\$514,547	(\$13,417)

The winding-down of the plant operations in the quarter has resulted in a small deficit of \$13k compared to a reported \$195k deficit in the prior quarter.

While carrying out regular or programmed capital works, Council also undertakes reactive maintenance or works which address issues that have been reported by the public and require rectification.

Each individual job or activity has been scheduled across the four financial quarters of the year. It is possible that under certain circumstances jobs may be brought forward or delayed in the notional program. Circumstances which impact upon the timeframe for delivery of capital or programmed maintenance works include:

- weather conditions
- identification of high priority unplanned works
- road does not require grading
- seasonal demands
- flooding or storm damage
- equipment breakdowns, or
- special events.

The scheduling of works across the municipality in accordance with defined localities; combined with the adoption of treatment and inspection cycles identified within Council's Asset Management Plan, provides for a comprehensive and consistent approach towards capital works delivery and optimises the use of Council staff and equipment.

Annual Plan Progress Report 2017/18 – 2020/21

For the quarter ending 30 June 2018



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Introduction

This report provides information on Glenorchy City Council's Annual Plan performance for the quarter ending 30 June 2018, the final for 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
 - The status, description and comments on 'high priority' actions are given.
(High, Medium and Low priority allocations are determined for each action by the Executive Management Team; referencing Council's Risk Register and Community Plan Priorities)
 - Performance for all actions in the Annual Plan at the end of the quarter with action status
 - For all actions marked 'review required', the status chart, description and comments are provided. It should be noted that a 'review required' status is assigned to those actions for which there are internal or external factors that present a foreseeable risk to project completion by the deadline set in the annual plan.

Business Rules - Action status

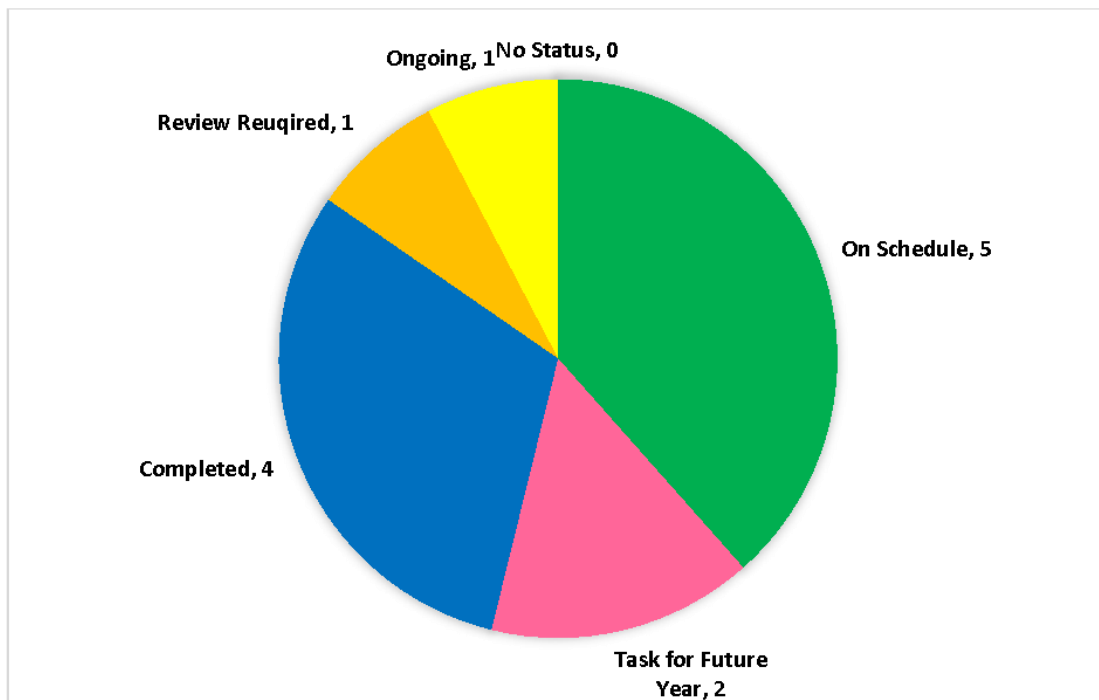
Action Status		Business rule for application of descriptor
Ongoing		For business as usual tasks (not for use with project tasks).
On schedule		The task is on track to meet the target set in the Annual Plan.
Review required		There are internal or external factors that present a foreseeable risk to project 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

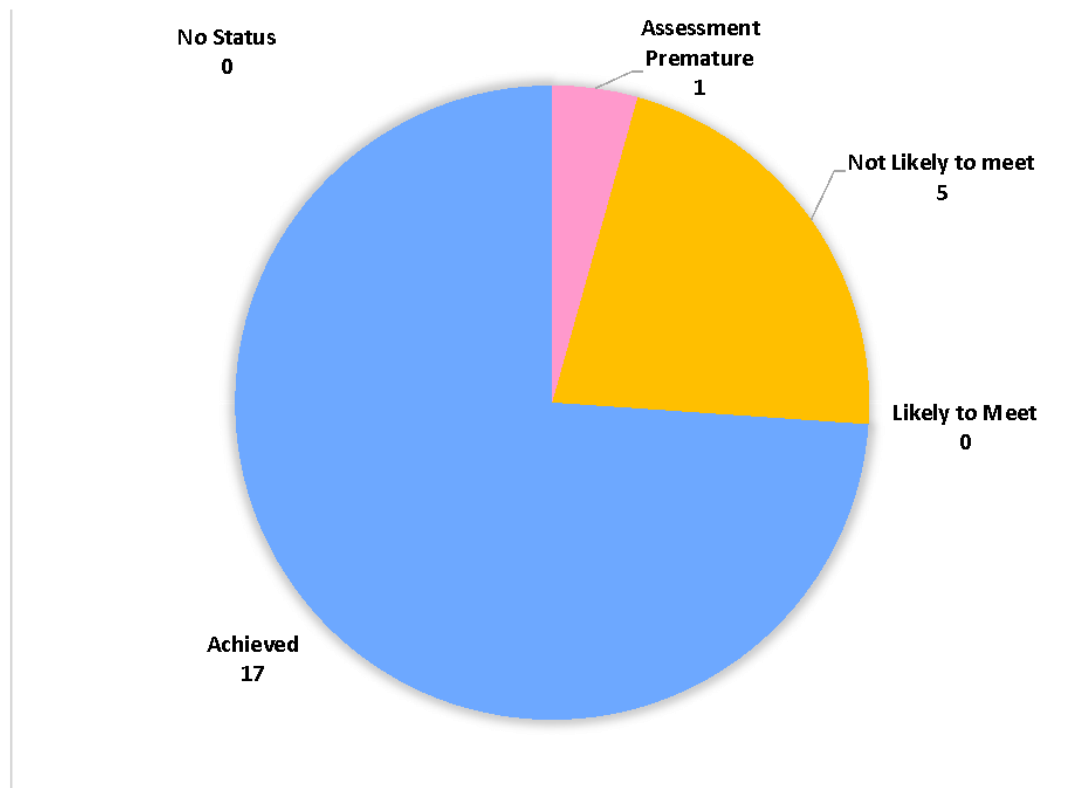
Measure Status		Business rule for application of descriptor
Achieved		The measure has been met.
Likely to meet		Task performance is on track to meet the measure and target in the Annual Plan.
Not likely to meet		Task performance is not likely to meet the measure and target in the Annual Plan due to internal 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 - Dashboard

COMMUNITY GOAL: MAKING LIVES BETTER

OBJECTIVE: 1.1 Know our communities and what they value.

STRATEGY: 1.1.2 Encourage diversity in our community by facilitating opportunities and connections.

Code	Description	Lead	Target Date	Status	Comment
1.1.2.01	Deliver the annual Moonah Taste of the World Festival.	CEDB	31-Mar-2018		Quarter 1: Council received annual report on 2017 Festival at the August meeting. Date for 2018 Festival confirmed as 25th March. Preparation for the 2018 festival underway. Quarter 2: Expressions of interest for food vendors and activity providers opened with good response. Performance EOLs to open next quarter. Quarter 3: Successful event held on 25th March. Numbers lower than anticipated due to wet weather but patron and participant feedback very positive. Quarter 4: Thank you event for volunteers held, and event evaluation completed.
1.1.2.02	Foster and support community cultural events and projects that celebrate Glenorchy's cultural diversity and build identity, inclusion and City pride	CEDB	30-Jun-2018		Q1 Planning for annual Hear our Voices forum has commenced and liaison with key stakeholders on the development of a Glenorchy Muslims Women's Association underway. Final selection and agreements signed for manager of Glenorchy Multicultural Hub complete with MCOT (Multicultural Council of Tasmania) moving into venue in September. Announcements with State government complete. Planning for Community Open Day in Second quarter underway. Q 2 Supported 2 Muslim's women's meetings this quarter. The Premier officially launched the Multicultural Hub in Hopkins Street at an event in November. Continued work with

MCOT to develop and Advisory Body, including representation from the targeted emerging communities outlined in the Multicultural Spaces Plan. Planning for a "Hear Our Voices" multicultural women's gathering in April.

Q.3 Community Development attended Moonah Taste of the World and provided family activities in addition to promoting Neighbour Day, the Multicultural Ambassador Program and the Hear Our Voices Multicultural Women's Gathering. Supported Cosgrove High School in their Harmony Day march to Council. Provided assistance to the newly formed Tafric Forum, an organisation established to help support African families in the community. Participated in the Multicultural Hub advisory forum in March. Supported the Afghan Hazara community with their new year tree planting ceremony at Benjafield Park.

Q.4 Promoted and participated in SBS community Forum in June. Continued to support the development of the Multicultural Hub. Developing TCF submission to support GCC's work in meeting local government standards for Welcoming Cities.

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	Target Date	Status	Comment
1.3.1.02	Maintain, renew and replace Council's infrastructure in accordance with Council's asset management framework.	CSI	30-Jun-2018		Q1. The 10 year Capital Plans for Transport and Drainage assets were reviewed in May 2017 and will be reviewed again in May 2018. A program for submission and evaluation of budget bids will be prepared and budget bids will be sought from Nov 2017 for forming the Draft 2018/19 Capital Budget by end Feb 2018. Q2. The 10 year Capital Plans for Transport and Drainage assets were reviewed in May 2017 and will be reviewed again in May 2018. The preparation of FY18/19 Stormwater and Road capital

budgets is in progress, and is expected to form the Draft 2018/19 Capital Budget by Feb 2018.

Q3: The 10 year Capital Plans for Transport and Drainage assets were reviewed in May 2017 and will be reviewed again in May 2018. FY18/19 Stormwater and Road capital budgets have been developed, and are waiting for council approval.

Q4: The 10 year Capital Plan for Transport was reviewed in May 2018. The review of the 10 year capital plan for Drainage asset is still ongoing. The delay was mainly due to the difficulty of filling the Stormwater Engineer position. FY18/19 Stormwater and Road capital budgets have been developed and revised to accommodate the additional works created after the May 2018 flood.

Code	Description	Lead	Target Date	Status	Comment
1.3.1.01	Operate Council's Child Care Centres in accordance with the Education and Care Services National Law and Regulations.	CEDB	30-Jun-2018		Q1 Both centres continue to focus on providing high quality compliant care for children. Over the past quarter Berriedale CCC has averaged 36 enrolled children per day of a possible 53 & Benjafield CCC has averaged 24.5 enrolled children per day of a possible 25 in the first quarter. Q2 Both Centres continue to provide high quality care for all children enrolled at the Services. This quarter Berriedale CCC has averaged 35.48 enrolled children per day of a possible 53 places & Benjafield CCC has averaged 25.86 enrolled children per day of a possible 43 places. The number of places has increased at Benjafield due to the employment of an Early Childhood Teacher (ECT) for a

contract of 30 hours per week through until 21/12/2018, which allows the Service to enrol more than 25 children per day as per the requirements of the National Education & Care Law & Regulations. NB - The Services are only operational 51 weeks per year, the period 25/12/2017-29/12/2017 the Services were closed. Q3 The Centres continue to offer and provide quality education and care for the children enrolled at the Services. This quarter Berriedale CCC has averaged 28.8 children per day of a possible 53 places & Benjafield CCC has averaged 19.90 enrolled children per day of a possible 43 places. The effective full time equivalent places have reduced at both Services due to children aged 4-5 years commencing either kindergarten or full time school (Prep) during February 2018. Q4 The Centres continue to provide quality care for enrolled children and remain compliant with the Education & Care Service National Law & Regulations. This quarter Berriedale CCC has averaged 27.63 children per day of a possible 53 places. Benjafield CCC has averaged 19.15 enrolled children per day of a possible 43 places both a slight decrease in utilisation from the previous quarter. Government changes to Child Care Subsidy has meant some families have had to reduce care due to eligibility for CCS through their activity test.

COMMUNITY GOAL: 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.

Code	Description	Lead	Target Date	Status	Comment
3.1.2.01	Develop a Master Plan for Tolosa Park.	CG	31-Dec-2017		Q1. Consultant has been engaged to assist with the development of a Master Plan for Tolosa Park. It is anticipated that public consultation will occur in early 2018. Q2. Taswater have scheduled physical decommissioning of the dam to commence March 2109. Master Plan is on schedule to be completed September 2018 and will provide direction on how the dam is decommissioned. Q3. Public Consultation is currently underway. It is envisaged that the master plan will be completed by September 2018. Q4. Progressing with Master Plan, dependant on outcomes of business plan and associated community engagement occurring from August 2018.
3.1.2.02	Implement the Tolosa Park Master Plan.	CG	30-Jun-2019		Q1. Implementation contingent on endorsement of the Masterplan. Q2. Decommissioning of the existing dam by Taswater will be the first major works from the master Plan. The decommissioning is scheduled to commence March 2019. Further works cannot be implemented until the Master Plan is approved. Q3. Decommissioning of the existing dam by Taswater will be the first major works from the master Plan. The decommissioning is scheduled to commence March 2019. Further works cannot be implemented until the Master Plan is approved. Q4. Progressing with Master Plan, dependant on outcomes of

business plan and associated community engagement occurring from August 2018.

STRATEGY: 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.

Code	Description	Lead	Target Date	Status	Comment
3.1.3.01	Manage the City's transport network to promote sustainability, accessibility, choice, safety and amenity.	CSI	30-Jun-2018		Q1. Nominated Black Spot projects submitted to Dept State Growth 31 Aug 2017. Designs in progress for 2017/18 Transport Capital Works. Design issued for Creek Road Footpath - Aug 2017. Q2. Submission completed. \$120k black spot grant is provided by Dept State Growth to upgrade Grove Road/Arnold St intersection. Designs nearing completion for 2017/2018 Transport capital works. Designs issued Oct-Dec 17 include Maple Ave, Cadbury Carpark, Grove Rd-Constance Ave-Arnold St black spot. Q3: Grove/Arnold St intersection (blackspot project) started in early-March 2018. Capital project design for FY17/18 on track, and started moving onto FY18/19 projects. Q4: Grove/Arnold St intersection (blackspot project) completed in May. Capital project design for FY17/18 was completed in April, and FY18/19 projects have started.

STRATEGY: 3.1.4 Deliver new and existing services to improve the City's liveability.

Code	Description	Lead	Target Date	Status	Comment
3.1.4.11	Promote, implement and monitor public health standards.	CSI	30-Jun-2018		Q1. Annual Environmental Health Report submitted to Director of Public Health in September 2017. Total number of Public Health Risk Activities - 7, total number of Public Health Risk Activity Operators - 20. Registered Water Carters - 2. Sites with Regulated

Systems - 7. Places of Assembly
Special Events - 1.

Q2. 100% of known Public Health Act 1997 activities registered.
100% of known Food Act 2003 businesses registered.

Q3. 100% of known Public Health Act 1997 activities registered.
100% of known Food Act 2003 businesses registered.

Q4. 100% of known Public Health Act 1997 activities registered.
100% of known Food Act 2003 businesses registered.

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	Target Date	Status	Comment
3.2.1.02	Manage the fire risk in the city's bushland reserves	CSI	30-Jun-2018		Q1. 3 Fuel reduction burns for Montrose, Goat Hills and Oak Hill planned for Spring 2017. 2 of 3 burn plans completed. 4km of fire trail re-establishment complete. Bushfire mitigation GIS context complete. Second FTE bushfire resource recruitment planning done and position set to be advertised beginning 7 Oct. Q2. Fuel reduction program in progress with autumn burns planned, explanation given to residents through media outlets. New FTE position has been filled and is assisting with sustainable mitigation planning. Q3. A fuel reduction burn was carried out (Montrose Fire Trail) and further preparation work underway for planned burning in Goat Hills. Mitigation plans are under development for smaller reserves and a monitoring program is also underway (both

pre and post burn) to monitor the effects/behaviour of fire.

Q4. Strategic work in this area is contingent on the completion of the greater Hobart and Wellington Trust Fire Management Strategy, high risk areas have been mitigated with control measures however the over-arching strategy is waiting for TFS.

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	Target Date	Status	Comment
4.1.1.02	Develop a communications strategy	GM	31-Mar-2018		Q1 An Interim Communications Strategy has been drafted by consultants for review by the new Communications and Marketing Advisor. This officer has been recruited and is scheduled to commence in early October 2017. This will necessitate a delay in finalising the communications strategy until Q3. Q2 The Marketing and Communications Advisor commenced on 2 October 2017 and is preparing a project plan for the communications strategy. Q4. A Community Strategy Project Plan has been approved by Council's Executive Leadership Team and is now scheduled for completion later in 2018. This is now also a requirement of a Ministerial Direction. Consultation has commenced with a community survey conducted (which closed on

22/6/2018) and a focus group meeting conducted on 28/6/2018.

Code	Description	Lead	Target Date	Status	Comment
4.1.1.03	Implement the communications strategy	GM	30-Jun-2018		Q4 Implementation will commence upon adoption of the Strategy - scheduled for 2018/19

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
4.1.2.06	Ensure preparedness for disaster by maintaining and continually reviewing the City's Emergency Management Strategies.	CSI	30-Jun-2018		Q1. Works Centre has continued involvement with the greater Hobart emergency management group. Preparations in place in place as per current recommendations. Q2. Quarterly meetings with the Regional Emergency Management Network continue to be attended and bi annual Glenorchy Emergency Management Committee meeting held in conjunction with SES, Tas Police and Tas Fire Service. Preparations for review of Glenorchy Emergency Management Plan commenced for review in Q3. Q3. Review to progress in Q3. Q4. Complete

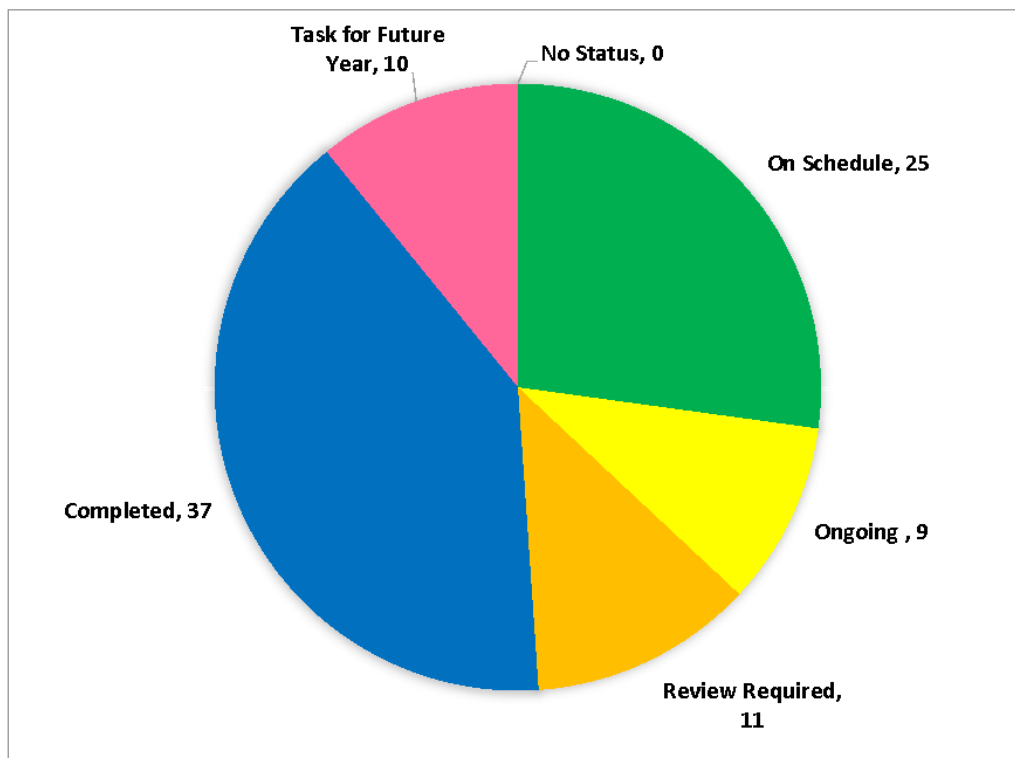
OBJECTIVE: 4.3 Build strong relationships to deliver our communities' goals.

STRATEGY: 4.3.1 Foster productive relationships with other levels of government, other Councils and peak bodies to achieve community outcomes.

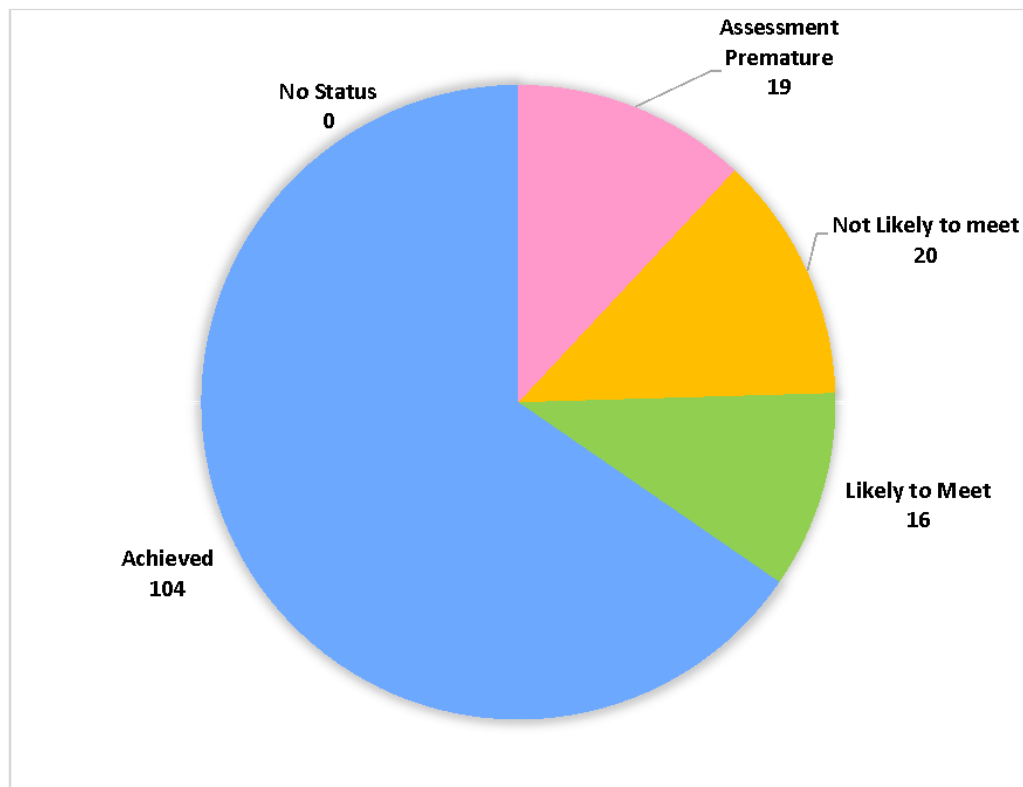
Code	Description	Lead	Target Date	Status	Comment
4.3.1.04	Actively participate in peak local government bodies (LGAT & the STCA) to advance community priorities.	ALL	30-Jun-2018		Q1 Council participated in the LGAT Conference and the LG General Manager's Workshop over the period. Council made submissions over the period to the planning reforms, TASWater, and cat management. Council also engaged with stakeholders with respect to the Glenorchy to Hobart Public Transit Corridor, Derwent River Ferry Transportation, Wellington Park Management Trust and Greater Hobart Congestion. Q2 LGAT was actively engaged in the induction of new Aldermen in January 2018. The Mayor and GM attended the LGAT General Meeting on 7/12/2018. Q3 The Mayor and GM attended the LGAT General Meeting on 2 March 2018. Q4 The Mayor participated in Mayoral training on 17 May 2018 and attended the LGAT General Meeting in Launceston on 18 May 2018. Council has contributed a motion to the LGAT AGM to be held on 26/7/2018 relating to technical certification of agenda items relating to the General Manager's performance. The Mayor and GM attended STCA meetings on a regular basis. On 30 April 2018, Council resolved to withdraw from Waste Strategy South.

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 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	Engage with our communities to guide our decision-making, using the Community Engagement Strategy.	ALL	M	30-Jun-2018	
1.1.1.02	Analyse the 2016 ABS Census data and distribute this knowledge across Council to enable operational planning based on community need.	CEDB	L	30-Jun-2018	

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	Deliver the annual Moonah Taste of the World Festival.	CEDB	H	31-Mar-2018	
1.1.2.02	Foster and support community cultural events and projects that celebrate Glenorchy's cultural diversity and build identity, inclusion and City pride	CEDB	H	30-Jun-2018	

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	Support the operation of Council's Special Committees.	CEDB	M	30-Jun-2018	
1.2.1.02	Review the Positive Ageing Strategy	CEDB	M	30-Jun-2018	
1.2.1.03	Implement the Positive Ageing Strategy	CEDB	M	30-Jun-2019	

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	Implement the Children and Families Strategy.	CEDB	L	30-Jun-2018	
1.2.2.02	Promote volunteerism through the Glenorchy Volunteer Program and the Annual Volunteer Awards.	CEDB	L	30-Jun-2018	
1.2.2.03	Implement the Healthy Communities Plan.	CEDB	L	30-Jun-2018	

1.2.2.04	Implement Council's Youth Strategy.	CEDB	L	30-Jun-2018	
1.2.2.05	Review the Community Safety Framework.	CEDB	L	30-Jun-2018	
1.2.2.06	Implement the Community Safety Framework and Action Plan.	CEDB	L	30-Jun-2019	
1.2.2.07	Deliver the externally funded KGV Sports and Community Precinct Project.	CG	M	31-Dec-2017	
1.2.2.08	Partner with other stakeholders to support priority initiatives which address social disadvantage.	CEDB	L	30-Jun-2018	
1.2.2.09	Convene inter-agency groups to address gaps in services for children under 12 (GAIN*), Youth 12 - 25 (YANG*) and older adults (Linkages).	CEDB	L	30-Jun-2018	

STRATEGY: 1.2.3 Promote creative expression and participation and life-long learning as priorities for our communities.

Code	Description	Lead	Priority	Target Date	Status
1.2.3.01	Plan, promote & deliver activities that address community learning opportunities, in conjunction with the LEARN network.	CEDB	L	30-Jun-2018	
1.2.3.02	Review the Arts & Cultural Plan.	CEDB	M	30-Jun-2019	
1.2.3.03	Plan, promote and present an annual program of arts and cultural exhibitions, workshops, concerts and events	CEDB	M	30-Jun-2018	

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	H	30-Jun-2018	
1.3.1.02	Maintain, renew and replace Council's infrastructure in accordance with Council's asset management framework.	CSI	H	30-Jun-2018	
1.3.1.03	Implement the Customer Experience Strategy.	CEDB	L	30-Jun-2018	
1.3.1.04	Review current maintenance service levels.	CSI	L	30-Jun-2018	
1.3.1.05	Conduct waste education and promotion	CSI	L	30-Jun-2018	

1.3.1.06	Administer kerbside waste collection and landfill services.	CSI	L	30-Jun-2018	
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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.	ALL	M	30-Jun-2018	
1.3.2.02	Undertake a strategic review of services to ensure services are value for money and meet the expectations of the community.	ALL	M	30-Jun-2018	

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	Progress the Interim Planning Scheme to a Single State-wide Planning Scheme.	CSI	L	28-Feb-2018	
2.1.1.02	Deliver a program of events at the Derwent Entertainment Centre.	CEDB	L	30-Jun-2018	
2.1.1.03	Review the business & marketing plan for the Derwent Entertainment Centre.	CEDB	M	31-Dec-2017	
2.1.1.04	Partner with the Glenorchy Arts and Sculpture Partnership.	CEDB	M	30-Jun-2018	
2.1.1.05	Develop an economic development strategy for Glenorchy.	CEDB	L	30-Jun-2019	
2.1.1.06	Implement the Wilkinson's Point and Elwick Bay Precinct Master Plan.	CEDB	L	30-Jun-2019	

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.	CEDB	M	30-Jun-2018	
2.2.1.02	Develop a Property Strategy.	CG	M	30-Jun-2018	

2.2.1.03	Implement the Property Strategy.	CG	M	30-Jun-2019	
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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-2019	
3.1.1.02	Implement the Public Space Enhancement Grant Project for a Children's Playground in the Glenorchy CBD.	CEDB	L	30-Jun-2018	

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	H	31-Dec-2017	
3.1.2.02	Implement the Tolosa Park Master Plan.	CG	H	30-Jun-2019	
3.1.2.03	Develop a Master Plan for the Berriedale Peninsula.	CG	M	31-Dec-2018	
3.1.2.04	Implement the Berriedale Peninsula Master Plan.	CG	M	30-Jun-2019	
3.1.2.05	Update the KGV Master Plan.	CG	M	31-Dec-2019	

STRATEGY: 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.

Code	Description	Lead	Priority	Target Date	Status
3.1.3.01	Manage the City's transport network to promote sustainability, accessibility, choice, safety and amenity.	CSI	H	30-Jun-2018	
3.1.3.02	Cooperatively pursue opportunities to progress the Hobart/Glenorchy public transit (former rail) corridor	CEDB	L	30-Jun-2018	

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-Jun-2018	
3.1.4.02	Implement a nature strip management policy and procedure.	CSI	M	30-Jun-2018	
3.1.4.03	Implement a tree management policy and guideline.	CSI	L	30-Jun-2018	
3.1.4.04	Implement the Access Action Plan 2016-2021.	CEDB	M	30-Jun-2018	
3.1.4.05	Ensure the construction and maintenance of safe and healthy buildings through compliance with building and plumbing codes.	CSI	M	30-Jun-2018	
3.1.4.06	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-2018	
3.1.4.07	Protect the City's heritage through planning scheme listing and assessment processes.	CSI	M	30-Jun-2018	
3.1.4.08	Implement the Council's Graffiti Action Plan.	CSI	L	30-Jun-2018	
3.1.4.09	Deliver the capital works program for roads and stormwater	CSI	L	30-Jun-2018	
3.1.4.10	Deliver 10-year capital program for Council owned property	CG	M	30-Jun-2018	
3.1.4.11	Promote, implement and monitor public health standards.	CSI	H	30-Jun-2018	
3.1.4.12	Implement the Waste Management Strategy	CSI	M	30-Jun-2018	

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-2019	
3.2.1.02	Manage the fire risk in the city's bushland reserves	CSI	H	30-Jun-2018	

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-2018	
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STRATEGY: 3.2.2 Encourage access to and appreciation of natural areas through the development of trail networks and environmental education

Code	Description	Lead	Priority	Target Date	Status
3.2.2.01	Promote Council's natural areas through websites, media, interpretation and education programs and collaborations	CSI	L	30-Jun-2018	

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	M	30-Jun-2018	
3.2.3.02	Monitor recreational water quality.	CSI	M	30-Sep-2018	

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	Submit Council's operations to regular internal and external audit under the advisory supervision of the Audit Panel.	CG	M	30-Jun-2018	
4.1.1.02	Develop a communications strategy	GM	H	31-Mar-2018	
4.1.1.03	Implement the communications strategy	GM	H	30-Jun-2018	
4.1.1.04	Implement the performance reporting system for corporate strategic planning.	CEDB	M	30-Jun-2018	

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-2018	

4.1.2.02	Develop an Accommodation Strategy.	CG	M	30-Jun-2018	
4.1.2.03	Deliver the maintenance program for Council in accordance with agreed service levels.	CSI	M	30-Jun-2018	
4.1.2.04	Undertake a Plant and Fleet Review.	CSI	L	31-Dec-2017	
4.1.2.05	Implement the Plant and Fleet Review recommendations.	CSI	L	30-Jun-2018	
4.1.2.06	Ensure preparedness for disaster by maintaining and continually reviewing the City's Emergency Management Strategies.	CSI	H	30-Jun-2018	

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-2018	
4.1.3.02	Ensure community compliance with legislative requirements on matters of material importance within Council's jurisdiction.	CG	M	30-Jun-2018	
4.1.3.03	Facilitate Council compliance with Commonwealth and State legislative requirements on matters of material importance.	CSI	M	31-May-2018	
4.1.3.04	Implement the Governance Framework Compliance Action Plan.	CG	M	30-Jun-2018	

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 2018/19 - 2021/22 Annual Plan.	CEDB	L	30-Jun-2018	
4.2.1.02	Review the information and communications technology (ICT) Strategy.	CEDB	L	30-Jun-2018	
4.2.1.03	Implement the information and communications technology (ICT) strategy.	CEDB	M	31-Dec-2017	
4.2.1.04	Complete the Annual Financial Report compliant with Australian Accounting Standards	CEDB	M	30-Jun-2018	

4.2.1.05	Develop the Corporate Risk Management Action Plan	CG	M	30-Jun-2018	
4.2.1.06	Implement the Corporate Risk Management Action Plan	CG	M	30-Jun-2018	
4.2.1.07	Develop the annual budget estimates in line with the Financial Management Strategy and provide regular reporting of actuals to budget.	CEDB	M	30-Jun-2018	
4.2.1.08	Scope GCC Project Management coordination	CG	L	31-Dec-2017	
4.2.1.09	Develop the Procurement Strategy action plan.	CG	M	30-Jun-2018	

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	Implement the People and Safety Strategy	CG	M	30-Jun-2018	
4.2.2.02	Implement the enterprise agreement	CG	M	30-Jun-2018	

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.	ALL	M	30-Jun-2018	
4.3.1.02	Continue to contribute to the local government reform process in accordance with Council's guiding principles.	ALL	M	30-Jun-2018	
4.3.1.03	Partner and, where feasible, share resources with other Councils.	ALL	M	30-Jun-2018	
4.3.1.04	Actively participate in peak local government bodies (LGAT & the STCA) to advance community priorities.	ALL	H	30-Jun-2018	

'REVIEW REQUIRED' ACTIONS – Report detail

(There are internal or external factors that present a foreseeable risk to project completion by the deadline set in the Annual Plan.)

COMMUNITY GOAL: OPEN FOR BUSINESS

OBJECTIVE: 2.1 Stimulate a prosperous economy.

STRATEGY: 2.1.1 Foster an environment that encourages investment and jobs.

Action:	2.1.1.01	Progress the Interim Planning Scheme to a Single State-wide Planning Scheme.													
Lead:	CSI	Priority:	L	Target Date:	28-Feb-2018										
Q1. Submission made to TPC regarding draft amendments to SPPs. Currently progressing work towards a 2018 implementation date.		<table><tr><th>YEAR</th><th>2017/18</th><th>2018/19</th><th>2019/20</th><th>2020/21</th></tr><tr><td></td><td>Y</td><td>Y</td><td>Y</td><td></td></tr></table>				YEAR	2017/18	2018/19	2019/20	2020/21		Y	Y	Y	
YEAR	2017/18	2018/19	2019/20	2020/21											
	Y	Y	Y												
Q2. State Planning Scheme Provisions finalised. Progressing towards formulation of Local Provisions Schedule.															
Q3. Work still continuing on the formulation of the Local Provisions Schedule. Consultants have provided work on significant vegetation in the Southern Region, that will assist Council in finalising its non-urban zones. Work on preparing statements of heritage significance is continuing. Initial target date of 28 Feb 2018 was not achieved due to delays in final approval of State Planning Provisions and amendments to those Provisions. The Southern Regional Councils are currently working together to optimise the process and share resources. Council Officers have continued to progress the Local Provisions Schedule and are working with the Tasmanian Planning Commission to finalise this work. Revised target date being first quarter of 2018/19 financial year.															
Q4. Work still continuing on the formulation of the Local Provisions Schedule. Finalising statements of heritage significance with aim to present to Council in September 2018.															

MEASURE		Status	Comments
	Percentage of milestones designated in the 'Planning Scheme Review Project Work Plan' that are met on time.	 Not likely to meet	Progressing

Action:	2.1.1.03	Review the business & marketing plan for the Derwent Entertainment Centre.			
Lead: CEDB	Priority: M	Target Date: 31-Dec-2017			
Quarter 1:		YEAR	2017/18	2018/19	2019/20
The new Venue Manager has undertaken a review of the existing Business and Marketing plan and raised some conceptual ideas for inclusion in the forthcoming submission. Noting that the first quarter has been busy with a number of events little physical progress has been made (as expected) on a new plan.			Y		
Quarter 2:		While the second quarter has been as busy as the first, the Venue Manager has been in contact with the University of Tasmania's School of Business and Economics and is proposing to recruit a student to take on the task of drafting a business and marketing plan through the School's Corporate Internship Program during Quarter 3.			
Quarter 3:		The recruitment of a UTAS student to take on the task of drafting a business and marketing plan which was cited at the end of the previous quarter has failed to progress. As a consequence, DEC management is now in the process of canvassing three facilitators of Annual and Strategic Plan preparation with the view to conducting a facilitated session and commencing this action before 30 June.			
Quarter 4:		During the quarter, Council management re-established its connection with the UTAS i-Prep Program and the recruitment of a student to take on the task of drafting a business and marketing plan has recommenced. As a consequence, the previously noted process of canvassing three facilitators of Annual and Strategic Plan preparation has been terminated. DEC management is expecting to hear the results of the UTAS initiative by the end of July 2018.			

MEASURE		Status	Comments
	Updated Strategy approved by ELT & implementation plan in place for 2018-21	 Likely to meet	Actions to create a new Plan are being developed.

Action:	2.2.1.02 Develop a Property Strategy.			
Lead: CG	Priority: M	Target Date: 30-Jun-2018		
Q1. A draft report (Glenorchy Property Strategy Framework and Review of Occupancy Agreements) was prepared by @ Leisure Planners for Council and received in July 2017. The recommendations of this report are being considered by Management with the view of finalising the development of the Property Strategy. External assistance has been engaged to facilitate this process.		YEAR	2017/18	2018/19
			Y	
Q4. Due to limited resources advancement of the Strategy has not progressed. This task will be assigned to the 2018/19 annual plan.				

MEASURE		Status	Comments
	Strategy adopted by Council	 Not likely to meet	Due to limited resources advancement of the Strategy has not progressed. This task will be assigned to the 2018/19 annual plan.

Action:	3.1.1.01 Implement the Glenorchy CBD Strategic Framework.			
Lead: CSI	Priority: M	Target Date: 30-Jun-2019		
Q1. Stage 1 Design - Barry St / Main Rd intersection expected to be complete 31/1/2018. Stage 2 Design Peltro St Link - expected to be complete 31/1/2018. Balance of design completion expected June 2018. However, due to the delay caused by the submission of the Build Better Region Grant (TO BE UPDATED).		YEAR	2017/18	2018/19
			Y	Y
Q2. Staging changed. Peltro St Link becomes Stage1 and design is expected to be completed by 31/01/2018. Barry St / Main Rd intersection moved to Stage 2 with an expected design completion date by end of April 2018. Note that the scope of Barry St / Main Rd intersection has been changed to include kerb and footpath replacement on both side of the Main Road. Balance of design (Stage 3) completion expected Nov 2018. Delay due to unexpected design complexity. Construction timeframe is pending decision on project manager appointment and confirmation of preferred delivery option (internal vs. contractor). Stage 1 & 2 can be tendered prior to 30/08/2018 depending on preferred project delivery option. Stage 3 expected to be tendered in early 2019.				
Q3: Stage 1 (Peltro St Link) construction started in mid-March 2018. Stage 2 (Barry St / Main Rd intersection) Design to be completed by the end of April 2018, with its construction starting from late-May 2018. Stage 3 design to be completed by the end of 2018, and then starts construction from early 2019.				
Q4: Stage 1 (Peltro St Link) construction completed in June. Stage 2 (Barry St / Main Rd intersection) started in late-June. Stage 3 design to be completed by the end of 2018, and then starts construction from early 2019.				

MEASURE		Status	Comments
	Construction completed by 31/12/2019	 Assessment premature	the newly appointed project manager started in June and is working with the project team to determine the preferred delivery model.
	Contracted works tendered by 30/08/2018	 Likely to meet	Stage 1 (Peltro St Link) construction completed by contractor in June. Stage 2 (Barry St / Main Rd intersection) started in late-June. Stage 3 expected to be tendered in early 2019.
	Stage 1 & 2 Design completed by 31/01/2018	 Not likely to meet	Staging changed. Peltro St Link becomes Stage1 and has started in Mid-March 2018. Barry St / Main Rd intersection moved to Stage 2 with an expected design completion date by end of April 2018. Note that the scope of Barry St / Main Rd intersection has been changed to include kerb and footpath replacement on both side of the Main Road
	Stage 3 Design completed by 30/06/2018	 Not likely to meet	Balance of design (Stage 3) completion expected Nov 2018. Delay due to unexpected design complexity.

Action:	3.1.4.10	Deliver 10-year capital program for Council owned property				
Lead:	CG	Priority:	M	Target Date:	30-Jun-2018	
Q1. Council has commenced a number of capital projects including the lighting upgrade at the North Chigwell sports ground and upgrade of the CBD CCTV cameras which is nearing completion. Council has completed construction of the external storage facility at the Derwent Entertainment Centre, the new sports field drainage upgrade at the Eady Street sports ground and the new public toilet block at Benjafield Park. Council is also actively reviewing options for the Montrose Bay Pontoon. It is expected that once a new Manager Property Assets is appointed (anticipated before the end of the 2017 calendar year) appropriate actions and time frames will be considered and commenced for other capital projects.		YEAR	2017/18	2018/19	2019/20	2020/21
			Y	Y	Y	Y
Q2. The Manager Property Assets position has been filled and it is anticipated that time frames will be addressed in coming months.						
Q3. A number of projects have been progressed. It is envisaged that the full program will be delivered in 2018-19.						
Q4. Some projects have been commenced, however due to limited resources majority of works have not commenced. Program will be re-evaluated in 2018/19.						

MEASURE		Status	Comments
	Complete a review of the property 10-year capital plan	 Not likely to meet	Some projects have been commenced, however due to limited resources majority of works have not commenced. Program will be re-evaluated in 2018/19.

Action:	3.2.1.01	Implement Priority Actions identified in the Environment Strategy					
Lead:	CSI	Priority:	Target Date:				
		L	30-Jun-2019				
Q1. Future task.			YEAR	2017/18	2018/19	2019/20	2020/21
Q2. Future task.					Y	Y	Y
Q3. Future task as current resources are focussing on higher priority actions.							
Q4. Future task removed. Will re-assess next financial year.							

MEASURE		Status	Comments
	Implement high priority actions as resources allow	 Assessment premature	Future Task
	Review progress of action implementation.	 Not likely to meet	Future Task

Action:	3.2.2.01	Promote Council's natural areas through websites, media, interpretation and education programs and collaborations			
Lead: CSI	Priority: L	Target Date: 30-Jun-2018			
Q1. Currently supporting the Derwent Estuary Program to conduct Ricegrass surveys in Q2. Update of the website will be undertaken closer to the time the new website will be launched. No work undertaken on the signage audit this quarter.		YEAR	2017/18	2018/19	2019/20
			Y	Y	Y
Q2. Ongoing partnership with the Derwent Estuary Program facilitated through committee meetings and participation in the annual Ricegrass (weed) survey along Glenorchy's coastline. Ongoing partnership with Wellington Park Management Trust facilitated through Management Advisory Committee Meetings, Maintenance Coordinating Committee meetings and project management of historic hut closure on Mt Arthur. State Growth and the Australian Defence Force have NRM officers within their organisations who we have partnered with this year to undertake weed monitoring and removal. We have not undertaken any work on the new website content, however have added several news items to the new site. Reserve signs are replaced as required.					
Q3. Partnerships facilitated and maintained with the Wellington Park Management Trust, Derwent Estuary Program, City of Hobart, and Conservation Volunteers Australia. Reserve signage is being replaced where required. Review of Greater Hobart Trails website which markets tracks and trails within Glenorchy under review.					
Q4. Extensive communication surrounding impacts from recent storm event to recreation users of Wellington Park and the Mountain Bike Park has been provided for Council Website, Greater Hobart Trails Website, Wellington Park Website and stakeholder mail outs. Recruitment of new Environment Engagement Officer will see further development of this Action in future reporting.					

MEASURE		Status	Comments
	Number of partnerships with NRM agencies (acceptable range: 3 or more)	 Achieved	Working with Aboriginal Heritage Tasmania, Regional Climate Change Initiative, Derwent Estuary Program, Wellington Park Trust, State Growth and Australian Defence Force.
	Percentage of information updated on Councils new website (acceptable range: 100% by 30/06/18)	 Not likely to meet	No information on Environment provided yet due to staff shortages. New Environment Engagement Officer to complete in 2018/19
	Percentage of reserve signage audit completed (acceptable range: 100% by 30/06/18)	 Not likely to meet	Not yet commenced, due to other priorities this financial year. Signage replaced as needed.

Action:	4.1.1.03	Implement the communications strategy			
Lead:	GM	Priority:	Target Date:		
	H		30-Jun-2018		
Q4					
Implementation will commence upon adoption of the Strategy - scheduled for 2018/19	YEAR	2017/18	2018/19	2019/20	2020/21
		Y	Y	Y	Y

MEASURE		Status	Comments
	Implementation of year one priority actions in the strategy	 Not likely to meet	Strategy now scheduled for adoption in second half of 2018.

Action:	4.1.2.02	Develop an Accommodation Strategy.				
Lead:	CG	Priority:	M	Target Date:	30-Jun-2018	
Council's consultant has completed a review of potential options. No further action is intended in relation to Council Chambers or Works Centre for the foreseeable future, apart from planned upgrades and maintenance. This item has been placed on hold as it is not determined to be a priority.						
		YEAR	2017/18	2018/19	2019/20	2020/21
			Y			

MEASURE		Status	Comments
	Council endorsement of the strategy	 Not likely to meet	Council's consultant has completed a review of potential options. No further action is intended in relation to Council Chambers or Works Centre for the foreseeable future, apart from planned upgrades and maintenance. This item has been placed on hold as it is not determined to be a priority.

Action: 4.1.2.04 Undertake a Plant and Fleet Review.				
Lead: CSI	Priority: L	Target Date: 31-Dec-2017		
Q1. Review has partially been completed, final review to occur once restructure of Works Centre is implemented.		YEAR	2017/18	2018/19
			Y	
Q2. Some fleet rationalisation has already occurred. Further meetings to discuss the fleet be held as the structure is set/filled.				
Q3. Rationalisation continuing with restructure progress.				
Q4. Fleet review complete, the fleet requirements are assessed on an individual basis at time of replacement				

MEASURE		Status	Comments
	Review completed	 Achieved	Review to be finalised when restructure is implemented.

Action: 4.2.1.08 Scope GCC Project Management coordination				
Lead: CG	Priority: L	Target Date: 31-Dec-2017		
Council is working to improve its project management co-ordination. Examples of policies and frameworks from other Councils have been sought and a draft project plan is yet to be established to scope out the coordination of works. As part of this review, revision of Council's approach holistically in relation to areas of Work Health and Safety, Insurance, Legal and Procurement and contractor and project management has commenced.		YEAR	2017/18	2018/19
			Y	
ELT considered the issues of 'contract' management versus 'contractor' management as part of the overall project management methodology in the third quarter of the 2017/2018 financial year. Recruitment is underway for a contractor management role as one step in the implementation of coordinated project management for Council. Discussions with the newly appointed Director Infrastructure & Works has now confirmed that Directorate will have the responsibility in overseeing and implementing the Project Management Office (PMO) Suite from 2018/19 year onwards for Council.				

MEASURE		Status	Comments
	Scope complete and recommendation presented to ELT for consideration	 Achieved	The scope of the GCC Project Management coordination is not expected to be able to be completed prior to the end of December 2018. This was considered in the third quarter of the 2017/2018 financial year by ELT. This is being transferred to the newly appointed Director Infrastructure & Works as a project for that Directorate.

Annual Plan Progress Report – as at Q2 31 December 2017.

Compiled by Erin McGoldrick using Cambron corporate reporting software.

Ministerial Directions Implementation Progress Report – (August 2018)



No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
01	1 – Governance	1(a)	Developing a Statement of Expectations between the General Manager and Aldermen to establish clear and agreed protocols for the fulfilment of their mutual and respective roles and functions	Statement of Expectations adopted by Council at its meeting held on Monday, 26 March 2018	26 Mar 2018	Completed
02		1(b)	Developing a Statement of Expectations between the General Manager and Mayor to establish clear and agreed protocols for the fulfilment of their mutual and respective roles and functions	(see above)	26 Mar 2018	Completed
03		1(c)	Developing a Statement of Expectations between the Mayor and Aldermen to establish clear and agreed protocols for the fulfilment of their mutual and respective roles and functions	(see above)	26 Mar 2018	Completed
04		1(d)	Developing a Statement of Expectations between Aldermen to establish clear and agreed protocols for the fulfilment of their mutual obligations roles and functions	(see above)	26 Mar 2018	Completed
05		1(e)	Within 2 months, ensuring all Aldermen, the Mayor and General Manager sign the Statement of Expectations they are party to	Statement of Expectations signed by all Aldermen, the Mayor and General Manager on Monday, 16 April 2018	16 Apr 2018	Completed
06		1(f)	Publishing the Statement of Expectations on the Council website within 1 month of signing	Signed Statement of Expectations published on Council website on Wednesday, 18 April 2018	18 Apr 2018	Completed
07		1(g)	Publically committing to engage in ongoing professional development and abide by the principles of good governance, as established in the <i>Good Governance Guide</i>, within a period of three (3) months	Incorporated within the Statement of Expectations	26 Mar 2018	Completed

Ministerial Directions Implementation Progress Report – (August 2018)



No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
08	1 – Governance (cont.)	1(h)	Within a period of 9 months, in consultation with the community, developing a communication and consultation plan for all internal and external communications and consultation processes that is consistent with the eight characteristics of good governance outlined in the <i>Good Governance Guide</i>	- A draft Communications Strategy (incorporating the eight characteristics of good governance outlined in the <i>Good Governance Guide</i>) has been considered by the Executive Leadership Team - A communication survey and a community forum were conducted in June 2018 - A draft Communication Strategy Aldermanic Workshop is scheduled to be held on 17 September 2018		Actively Progressing
09		1(i)(i)	Reviewing, and amending if appropriate, within the 2018-19 budget period: the Strategic Plan	- An Aldermanic Workshop has been scheduled to consider the existing Strategic Plan on 5 November 2018 - Note that Council's ten (10) year Strategic Plan 2016-25 was adopted by Council (Item 3 – 19 Dec 2016) as per s 66 of the <i>Local Government Act 1993</i> (LG Act)		Actively Progressing
10		1(i)(ii)	Reviewing, and amending if appropriate, within the 2018-19 budget period: the long term financial management plan	Council's ten (10) year long-term financial management plan was adopted by Council (Item 2 – 25 June 2018) as per section 70 of the LG Act	25 Jun 2018	Completed
11		1(i)(iii)	Reviewing, and amending if appropriate, within the 2018-19 budget period: the financial management strategy	- Not started - Note that Council's Financial Management Strategy was adopted by Council (Item 4 – 15 May 2017) as per section 70A of the LG Act		Not Yet Started (Within Time)
12		1(i)(iv)	Reviewing, and amending if appropriate, within the 2018-19 budget period: long-term strategic asset management plan	- Programmed in Council's Annual Plan for FY 2018-19 (road, stormwater, parks and building assets portfolios) - Note that Council's ten (10) year long-term strategic asset management plan (inclusive of a long-term capital work programme updated annually) was adopted by Council (Item 10 – 1 Sep 2014) as per section 70B of the LG Act		Not Yet Started (Within Time)

Ministerial Directions Implementation Progress Report – (August 2018)



No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
13		1(i)(v)	Reviewing, and amending if appropriate, within the 2018-19 budget period: asset management policy	- Asset Management Plan was considered and readopted by Council (item 15 – 30 July 2018) - Note that Council's Asset Management Policy was adopted by Council (item 13 – 13 June 2017) as per section 70C of the LG Act	30 Jul 2018	Completed
14		1(i)(vi)	Reviewing, and amending if appropriate, within the 2018-19 budget period: asset management strategy	- Programmed in Council's Annual Plan for FY 2018-19 - Noting that Council's asset management strategy for infrastructure assets adopted by Council (item 10 – 1 Sep 2014) as per section 70D of the LG Act		Not Yet Started (Within Time)
15	2 – Training	2(a)	Reviewing its induction program for the Mayor and Aldermen within a period of three (3) months of the January 2018 election, to ensure that the induction already undertaken within the three (3) months and planned future induction will provide all Aldermen with the information and knowledge they need to fulfil their roles	A facilitated workshop for the Mayor and all Aldermen was conducted on Saturday, 3 February 2018. The workshop covered a range of relevant topics and included presentations from the Director of Local Government, Tasmanian Audit Office, Local Government Association Tasmania, the Mayor, General Manager and Acting Director Corporate Governance	3 Feb 2018	Completed
16		2(b)(i)	Facilitating training within three (3) months for all Aldermen on, though not limited to: their roles and responsibilities under the Act, with specific reference to the Model Code of Conduct, and the <i>Good Governance Guide</i>	A workshop co-facilitated by the Integrity Commission and the Director of Local Government was held on Monday, 7 May 2018	7 May 2018	Completed
17		2(b)(ii)	Facilitating training within three (3) months for all Aldermen on, though not limited to: ethical decision making	A workshop co-facilitated by the Integrity Commission and the Director of Local Government was held on Monday, 7 May 2018	7 May 2018	Completed
18		2(b)(iii)	Facilitating training within three (3) months for all Aldermen on, though not limited to: financial fundamentals, including understanding of financial statements and budget preparation	- A facilitated workshop for all Aldermen was held on Monday, 9 April 2018 - The workshop covered a range of relevant topics and was facilitated by the Mr Ross Byrne	9 Apr 2018	Completed

Ministerial Directions Implementation Progress Report – (August 2018)



No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
19	2 – Training (cont.)	2(b)(iv)	Facilitating training within three (3) months for all Aldermen on, though not limited to: decision-making in reference to the <i>Land Use Planning and Approvals Act 1993</i>	- A facilitated workshop for all Aldermen was held on Thursday, 8 February 2018 - The workshop covered a range of relevant topics and was facilitated by the Registrar of the Resource Management and Planning Appeal Tribunal and Simmons Woffhagen	8 Feb 2018	Completed
20		2(b)(v)	Facilitating training within three (3) months for all Aldermen on, though not limited to: meeting procedures as per the Act and the <i>Local Government (Meeting Procedures) Regulations 2015</i>	A workshop facilitated by the Director of Local Government was held on Monday, 21 May 2018	21 May 2018	Completed
21		2(c)	Implementing a professional development program for all Aldermen as a result of the first annual review as specified in Direction 5(a)	Not started		Not Yet Started (within Time)
22		2(d)	Development and facilitating, a program of training for all relevant staff in relation to the Act, Regulations, ethics in the work place, and good governance, including in meeting procedure and the proper recording of minutes, within a period of six (6) months	- Relevant staff attended a meeting/procedures training workshop was facilitated by the Director of Local Government on Monday, 21 May 2018 - Most Directors and Managers participated in an Ethical Decision Making workshop conducted by the Integrity Committee on Friday, 24 November 2017 - Integrity Commission and Council staff have scoped an ethics in the workplace training module for roll-out through the organisation in September/October 2018		Actively Progressing

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No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
23	3 – Policies and Procedures	3(a)	Ensuring, within four (4) months, there is an appropriate Grievance Policy for Council staff, including referral procedures to an independent party for addressing complaints against the General Manager and senior staff	- Council adopted a new 'Grievances Involving the General Manager Policy' (Item 15 – 26 February 2018) that included referral procedures to an independent party for addressing complaints against the General Manager - The General Manager has issued a Grievance Directive which requires independent investigation of grievances involving Directors or the Manager People and Safety (February 2018)	26 Feb 2018	Completed
24		3(b)	Ensuring, within six (6) months, there is an appropriate policy on the appointment of staff within the Council based on merit	- Council approved a Human Resources policy (Item 11 – 20 March 2017) which stated in part: <i>Council recognises that human resource directives provide workplace structure and support equal employment opportunity in giving fair treatment to applicants and employees throughout the recruitment process and the employment experience.</i> - In addition, the General Manager approved an internal Recruitment Directive (6 February 2018) which also contains commitments to recruitment and selection decisions being based on merit based principles.	1 Jun 2018	Completed
25		3(c)(i)	Developing, within two (2) months, an appropriate policy and protocols for Council workshops, to ensure a clear separation between matters considered at Council meetings and workshops that specifically include a policy on the attendance of staff at Council workshops (and meetings) to ensure the efficient use of staff time is balanced with assisting Council to make decisions	- The General Manager approved an internal Council Meetings and Workshops Directive (14 June 2018) which covers access to agendas and workshop materials, staff attendance, catering and security. - The Directive complements material within the Statement of Expectations	14 Jun 2018	Completed

Ministerial Directions Implementation Progress Report – (August 2018)



No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
26	3 – Policies and Procedures (cont.)	3(c)(ii)	Developing, within two (2) months, an appropriate policy and protocols for Council workshops, to ensure a clear separation between matters considered at Council meetings and workshops that specifically include a policy on the provision of information to Aldermen and attendees including timeframes to ensure Aldermen are sufficiently prepared	- The General Manager approved an internal Council Meetings and Workshops Directive (14 June 2018) which covers access to agendas and workshop materials, staff attendance, catering and security. - The Directive complements material within the Statement of Expectations	14 Jun 2018	Completed
27		3(d)	Developing a calendar of Council meetings and workshops, including adequate provision for workshops on setting the annual budget and determining the capital works and spending program	Calendar of Council meetings and scheduled workshop dates has been published on the Council website	23 Mar 2018	Completed
28		3(e)	Publishing the calendar of Council meetings and workshops on the Council website within two (2) months	(see above)	23 Mar 2018	Completed
29		3(f)	Ensuring the General Manager provides sufficient budget and financial reporting to Council consistent with BOI recommendation 50	- In progress - General Manager has provided to Aldermen three (3) budget workshops (April, May and June 2018) in the lead-up to the FY 2018/19 Council Budget adoption (June 2018) - Aldermen are also provided comprehensive monthly and quarterly financial performance reports		Actively Progressing
30		3(g)	Developing within three (3) months, an appropriate policy in relation to media statements that is consistent with section 27(1)(e) of the Act and the Model Code of Conduct	Council adopted a new Media Policy (Item 13 – 28 May 2018) that is consistent with section 27(1)(e) of the Act and the Model Code of Conduct	28 May 2018	Completed

Ministerial Directions Implementation Progress Report – (August 2018)



No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
31	3 – Policies and Procedures (cont.)	3(h)	Reviewing, within three (3) months, Council's credit card procedures and policies to ensure consistency, in the use and reporting of credit cards, with the recommendations of the Auditor-General's Report	A revised General Manager's Corporate Credit Card Directive was approved on 10 January 2018. It was drafted taking into account the recent findings and recommendations by the Tasmanian Audit Office and the Glenorchy City Council Board of Inquiry and for consistency with the Code for Contracts and Tendering adopted by Council on 10 July 2017.	10 Jan 2018	Completed
32		3(i)(i-iii)	Ensuring, there is a policy, within four (4) months, to address the use of external legal advisers to include guidance on the circumstances in which the General Manager may seek external legal advice, direction on the maximum expense to be incurred before the matter needs to be brought to Council for approval, and clear and transparent reporting of legal expenses to Council	- Council adopted a Legal Services Policy (Item 4 – 12 December 2017) which addressed the use of external legal advisers and reporting of legal expenses - A directive and line of authority for the approval of requests for external legal advice, which will specifically address requests for external legal advice by the General Manager has been considered by the Executive Leadership Team - The adoption of a Legal Services Panel via a competitive public procurement process is nearing finalisation in August 2018		Actively Progressing
33	4 – Committees and Membership	4(a)	Reviewing existing Council committees, including special committees, within 6 months, to determine appropriateness and, where required, the establishment of new committees with appropriate terms of reference	- Council adopted a new Council Committees Framework which included updated Committees Policy, Committees Guide and Procedure and Committee Nominations and Appointments Policy (Item 16 – 30 July 2018) - Council has also directed that all committees and external bodies covered under the Committees Policy adopt updated Terms of Reference in the form required by the Policy and Committees Guide and Procedure by 31 December 2018, and that the first annual committees report to Council is required to be presented to Council in July or August 2019 after the end of the current financial year	30 July 2018	Completed

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No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
34	4 – Committees and Membership	4(b)	Reviewing, within three (3) months, representation procedures for all committees, including elections and nominations and external representatives on special committees, with specific consideration on the suitability and aptitude of Aldermen seeking appointment	- Council adopted a revised Nominations and Appointments to Committees and Other Bodies Policy (Item 4 – 15 January 2018) with specific amendments to reiterate Council's position that where it is intended that the Mayor or Deputy Mayor is a member of a particular committee by virtue of their office, it is inappropriate that that protocol be abandoned and that any Aldermen other than the Mayor or Deputy Mayor (as applicable) be nominated for or appointed to that position - Over the past four (4) months, a number of ballots have been held for Council Committees and the results are available on Council's website - At each committee vote, where there were multiple candidates for limited positions, the candidates provided a statement why they should be the preferred candidate, in effect providing specific consideration on the suitability and aptitude of Aldermen seeking appointment	1 Jun 2018	Completed
35		4(c)	Ensuring that all Council representatives on special committees and external bodies report, at a minimum, annually to Council	- Council adopted a Committees Procedure policy (Item 13 – 21 November 2016) which allows for regular reporting of special committees, Council bodies and external bodies on at least an annual basis. - As these committees meet under the new Council, a mechanism will be established to ensure that Responsible Officers under the policy understand their reporting obligations.	1 Jul 2018	Completed

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No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
36	4 – Committees and Membership (cont.)	4(d)	Developing, if the Council chooses to establish one, appropriate terms of reference for a General Manager's Performance Review Committee, that includes: the right for any alderman who is not a member of the committee, to attend any meetings of the committee as an observer, and that the committee is empowered only to make recommendations to be provided to the full Council for decisions	Council endorsed a revised terms of reference for a General Manager's Performance Review Committee (Item 7 – 26 February 2018) that included the right for any alderman who is not a member of the committee, to attend any meetings of the committee as an observer, and that the committee is empowered only to make recommendations to be provided to the full Council for decisions	26 Feb 2018	Completed
37		4(e)	Ensuring that any committee established to review the General Manager's performance, is established as a Council committee as per section 23 of the Act, and not as a special committee as per section 24 of the Act	Council endorsed a revised terms of reference for a General Manager's Performance Review Committee (Item 7 – 26 February 2018) that established the committee as a Council committee as per section 23 of the Act	26 Feb 2018	Completed
38		4(f)	Reviewing, within six (6) months, the membership of the Council's Audit Panel including considering the merits of all members being independent (non-Aldermen). Where aldermanic appointments are made to the Audit Panel, the Council is to ensure that the appointed Aldermen have relevant professional skills for the effective functioning of the Audit Panel	In progress – Audit Panel to provide report for Council's consideration later in the year		Actively Progressing

Ministerial Directions Implementation Progress Report – (August 2018)



No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
39	5 – Compliance	5(a)(i)	Developing an annual review program, within six (6) months, to ensure a program of future compliance with, though not limited to: the Act and associated relevant regulations	- At its 28 May 2018 Council Meeting (Item 15), Council - noted the proposed approach by the Audit Panel to accommodate the requirements under Direction 5(b) of the Ministerial Directions, as reported - directed the Audit Panel to undertake an annual review of Council's compliance with the following, in accordance with Direction 5(b) of the Ministerial Directions: <i>Local Government Act 1993</i> <i>Local Government (General) Regulations 2015</i> <i>Local Government (Meeting Procedures) Regulations 2015</i> - Code for Tenders and Contracts - Corporate Credit Card Directive (January 2018) - Statement of Expectations (April 2018) - Council Policies and Procedures, and - Employment policies and merit based selection/appointment, and - noted that the Audit Panel will report back to Council in February 2019 (and annually thereafter to the term of the current Council) as to Council's compliance under Direction 5(b) of the Ministerial Directions.	28 May 2018	Completed
40		5(a)(ii)	Developing an annual review program, within six (6) months, to ensure a program of future compliance with, though not limited to: the Code for Tenders and Contracts	(see above)	28 May 2018	Completed

Ministerial Directions Implementation Progress Report – (August 2018)



No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
41	5 – Compliance (cont.)	5(a)(iii)	Developing an annual review program, within six (6) months, to ensure a program of future compliance with, though not limited to: credit card usage in line with the Auditor-General's Report	(see above)	28 May 2018	Completed
42		5(a)(iv)	Developing an annual review program, within six (6) months, to ensure a program of future compliance with, though not limited to: the Code of Conduct	(see above)	28 May 2018	Completed
43		5(a)(v)	Developing an annual review program, within six (6) months, to ensure a program of future compliance with, though not limited to: the Statements of Expectations	(see above)	28 May 2018	Completed
44		5(a)(vi)	Developing an annual review program, within six (6) months, to ensure a program of future compliance with, though not limited to: Council policies and procedures	(see above)	28 May 2018	Completed
45		5(b)(i)	Directing the Audit Panel to undertake an annual review of Council's compliance with, though not limited to: the Act and the <i>Local Government (General) Regulations 2015</i>	(see above)	28 May 2018	Completed
46		5(b)(ii)	Directing the Audit Panel to undertake an annual review of Council's compliance with, though not limited to: the <i>Local Government (Meeting Procedures) Regulations 2015</i> including the appropriate use of closed meetings and accuracy of relevant minutes	(see above)	28 May 2018	Completed
47		5(b)(iii)	Directing the Audit Panel to undertake an annual review of Council's compliance with, though not limited to: the Code of Tenders and Contracts	(see above)	28 May 2018	Completed
48		5(b)(iv)	Directing the Audit Panel to undertake an annual review of Council's compliance with, though not limited to: the Credit Card Policy	(see above)	28 May 2018	Completed

Ministerial Directions Implementation Progress Report – (August 2018)



No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
49	5 – Compliance (cont.)	5(b)(v)	Directing the Audit Panel to undertake an annual review of Council's compliance with, though not limited to: the Code of Conduct	(see above)	28 May 2018	Completed
50		5(b)(vi)	Directing the Audit Panel to undertake an annual review of Council's compliance with, though not limited to: the Statements of Expectations	(see above)	28 May 2018	Completed
51		5(b)(vii)	Directing the Audit Panel to undertake an annual review of Council's compliance with, though not limited to: Council's policies and procedures	(see above)	28 May 2018	Completed
52		5(b)(viii)	Directing the Audit Panel to undertake an annual review of Council's compliance with, though not limited to: Council's employment policies, to ensure the principles of merit-based appointments is upheld	(see above)	28 May 2018	Completed
53	6 – Employment Contracts	6(a)	Council undertake a review of the approach to managing performance under the General Manager's contract of employment, including: the setting of performance indicators, in conjunction with the scheduled time in the General Manager's contract	In closed Council under Regulation 15(2)(a) and (g) of the <i>Local Government (Meeting Procedures) Regulations 2015</i> , Council considered and approved a process for the development of the General Manager's Key Performance Indicators in accordance with the General Manager's Contract of Employment and with the Glenorchy City Council Ministerial Directives (Item 26 – 26 February 2018)	26 Feb 2018	Completed
54		6(b)	Council undertake a review of the approach to managing performance under the General Manager's contract of employment, including: providing all Aldermen with an opportunity to provide input into the setting of performance indicators	In closed Council under Regulation 15(2)(a) and (g) of the <i>Local Government (Meeting Procedures) Regulations 2015</i> , Council considered and approved a process for the development of the General Manager's Key Performance Indicators in accordance with the General Manager's Contract of Employment and with the Glenorchy City Council Ministerial Directives (Item 26 – 26 February 2018)	26 Feb 2018	Completed

Ministerial Directions Implementation Progress Report – (August 2018)



No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
55	6 – Employment Contracts (cont.)	6(c)	Council undertake a review of the approach to managing performance under the General Manager's contract of employment, including: considering the merits of including a provision in the General Manager's contract to clarify who approves any leave (annual or personal), noting the usual practice would be the Mayor on behalf of Council	- The General Manager's contract provides for Annual Leave to be taken in agreement between the Mayor and the General Manager, or in the absence of agreement, when the General Manager is directed by Council on at least one (1) months' notice - In addition, the Statement of Expectations provides 'The General Manager will, wherever practicable, ensure that the Mayor is given sufficient notice of this intention to be absent from duty for any reason or that they are otherwise unavailable or unable to perform the functions of the office of General Manager' - Notwithstanding, section 61B of the LG Act provides due process if the General Manager is absent from duty for any reason	26 Mar 2018	Completed
56		6(d)	Council undertake a review of the approach to managing performance under the General Manager's contract of employment, including: ensuring the review of the General Manager's performance under his or her contract is conducted using best practice, objective processes, including the use of a professional service provider to facilitate the review process	In closed Council under Regulation 15(2)(a) and (g) of the <i>Local Government (Meeting Procedures) Regulations 2015</i>, Council considered and approved a process for the development of the General Manager's Key Performance Indicators in accordance with the General Manager's Contract of Employment and with the Glenorchy City Council Ministerial Directives (Item 26 – 26 February 2018)	26 Feb 2018	Completed

Ministerial Directions Implementation Progress Report – (August 2018)



No	Direction	Item	Ministerial Direction	Progress Comment	Date Completed	Indicator
57	6 – Employment Contracts (cont.)	6(e)	Council undertake a review of the approach to managing performance under the General Manager's contract of employment, including: obtaining independent legal advice to assist in matters pertaining to the General Manager's contract of employment	- It is noted that the current General Manager's contract of employment was prepared by an independent legal advisor briefed by the then Commissioner - Furthermore, under Council's Legal Service Policy (adopted by Council Item 11 – 12 December 2017), Council recognises that the engagement of external law firms is appropriate in a number of circumstances including (but not limited to) matters pertaining to the General Manager's contract of employment This is also recognised within that Council policy that to 'protect the integrity of Council's legal advice from conflicts of interest, loss of privilege and by ensuring the confidentiality of legal advice ... Council directs that any advice required to assist Council in matters pertaining to the General Manager's contract of employment be obtained from independent external lawyers' - To this end, Council expects that when undertaking a review of the General Manager's performance under the General Manager's contract of employment, Council will obtain independent legal advice to assist in matters pertaining to the same	18 Apr 2018	Completed
58	7 – Reporting to the Minister	7	Report quarterly for the term of the current Council to the Minister on the progress of actions taken to comply with these Directions, and make the report publicly available on the Council's website	- Second quarterly report acknowledges and approved by Council (Item 19 – 30 July 2018) and on-sent by the Mayor to the Minister and the Department of Local Government - The report has been made publicly available on Council's website	Ongoing	Actively Progressing

Purchasing Exemption Register

20 July 2018 – 14 August 2018

Regulation 28(i) *Local Government (General) Regulations 2015*

(requirement to report to Council where goods or services purchased in circumstances where a public tender or quotation process is not used)

Date	Supplier	Amount (ex GST)	Exemption Clause	Reason	Requested by	Approved By
25 July 2018	Moray & Agnew Lawyers	\$6,520.80	(e) (f)	Law firm engaged through Council's insurers for a legally privileged matter	Strategic Procurement Coordinator	Acting Director, Corporate Governance
27 July 2018	Local Government Insurance Services	\$9,598.64	(g)	Council annual insurance premium (Public and Products Liability)	Insurance Officer	Acting Director, Corporate Governance
27 July 2018	Local Government Insurance Services	\$76.89	(g)	Council annual insurance premium (Travel)	Insurance Officer	Acting Director, Corporate Governance
27 July 2018	Local Government Insurance Services	\$712.01	(g)	Council annual insurance premium (Personal Accident)	Insurance Officer	Acting Director, Corporate Governance
27 July 2018	Local Government Insurance Services	\$54,612.00	(g)	Council annual insurance premium (Motor Vehicle)	Insurance Officer	Acting Director, Corporate Governance

Date	Supplier	Amount (ex GST)	Exemption Clause	Reason	Requested by	Approved By
27 July 2018	Local Government Insurance Services	\$25,172.80	(g)	Council annual insurance premium (Councillors and Officers Liability)	Insurance Officer	Acting Director, Corporate Governance
27 July 2018	Jardine Lloyd Thompson	\$163,890.28	(g)	Council annual insurance premium (ULT Discretionary Trust)	Insurance Officer	Acting Director, Corporate Governance
27 July 2018	Local Government Insurance Services	\$5,649.90	(g)	Council annual insurance premium (Crime)	Insurance Officer	Acting Director, Corporate Governance
27 July 2018	Local Government Insurance Services	\$9,379.50	(g)	Council annual insurance premium (Cyber Liability)	Insurance Officer	Acting Director, Corporate Governance
27 July 2018	Local Government Insurance Services	\$11,655.00	(g)	Council annual insurance premium (Environmental Impairment Liability)	Insurance Officer	Acting Director, Corporate Governance
27 July 2018	Local Government Insurance Services	\$64,375.00	(g)	Council annual insurance premium (Workers Compensation)	Insurance Officer	Acting Director, Corporate Governance
27 July 2018	Local Government Insurance Services	\$7,657.50	(g)	Council annual insurance brokerage service fee	Insurance Officer	Acting Director, Corporate Governance

Date	Supplier	Amount (ex GST)	Exemption Clause	Reason	Requested by	Approved By
3 August 2018	Print Mail Logistics Limited (PML)	\$9,129.56	(c) (f)	Printing of annual Rate Notices, an order was placed based on the belief that Printing Services Panel arrangements with this supplier were in place however subsequently advised that PML are yet to sign Council's contract.	Rates Coordinator	Acting Director, Community, Economic Development and Business
6 August 2018	Sugden & Gee	\$15,603.99	(c) (e) (f) (g)	Supplier has historical knowledge with KGV project and is determined that a change in service provider will cause significant unreasonable cost in relation to the project. Council resolved the exemption to requirement to invite public tenders - KGV consultancy services by Sugden and Gee on 28 May 2018.	Property Officer	Acting Director, Infrastructure and Works
8 August 2018	Knowledge Asset Management Services	\$10,065.00	(c) (d) (f)	Market valuation of the Derwent Entertainment Centre, original quote obtained was for less than \$10,000 + GST however, because of the requirement that the Valuer attend site, the addition of his travel costs has increased the overall invoiced price to \$10,065 + GST.	A/CFO	Acting Director, Community, Economic Development and Business

Attachments - Council - 27 August 2018