

**COUNCIL MEETING
AGENDA
MONDAY, 27 SEPTEMBER 2021**



GLENORCHY CITY COUNCIL

QUALIFIED PERSON CERTIFICATION

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

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

Tony McMullen
General Manager
22 September 2021

Hour: 6.00pm

Present (in Chambers):

Present (by video link):

**In attendance (in
Chambers):**

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

Leave of Absence:

**Workshops held since
last Council Meeting**

Date: Monday, 6 September 2021

Purpose: To discuss:

- 2022-23 Budget and Annual Plan process

Date: Monday, 13 September 2021

Purpose: To discuss:

- Sport and Recreation Strategy (final draft)
- Major Projects – update / discussions

Date: Monday, 20 September 2021

Purpose: To discuss:

- Aldermanic workshop – Strategic plan priorities

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1. APOLOGIES

2. CONFIRMATION OF MINUTES (OPEN MEETING)

That the minutes of the Council meeting held on 30 August 2021 be confirmed.

3. ANNOUNCEMENTS BY THE CHAIR

4. PECUNIARY INTEREST NOTIFICATION

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Questions without notice – Shane Alderton, Austins Ferry
(30 August 2021 meeting)

- Q1. Can Council provide the total cost of the CBD Development which has occurred outside Northgate?**
- Q2. Can the community be provided with a detailed breakdown of costs of the CBD Development. Not every nut and bolt, but a breakdown of material and labour costs, that is the type of detail I would like.**

The requested information is being compiled and will be provided as soon as practicable.

6. PUBLIC QUESTION TIME (15 MINUTES)

Please note:

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

Questions on notice – Eddy Steenberg, 128 Marys Hope Road, Rosette (submitted 10 September 2021)

At the August 2021 Open Council meeting, Ald Dunsby moved an alternative motion for Agenda item 10 regarding Playspace projects. We then heard the GM indicate that: when the alternative motion is voted on, that is the end of the agenda item unless there is a foreshadowed motion.

I understand the general purpose of someone foreshadowing a motion i.e. "to inform the meeting that they intend to move a motion dealing with the same subject matter later in the meeting". But I, and probably many others, don't understand how or why it relates to Council meetings in this particular way. I ask these questions hoping for clarity.

Q1. Can I have a clear explanation of the GM's statement?

A: Under the *Local Government (Meeting Procedures) Regulations 2015*, an item cannot ordinarily be re-considered by Council once it has been voted on, subject to some exceptions. The General Manager was referring to this when he made the statement, namely that the matter would have been decided and unable to be reconsidered unless a further motion had been foreshadowed.

Regulation 19(1)(a) provides that the chairperson may only allow a matter in respect of which a decision was made earlier in the meeting to be discussed again at that meeting if, in the opinion of the chairperson, the vote may not have accurately reflected the opinion held by the meeting due to misunderstanding of the motion "or for some other reason".

The ability to foreshadow a motion is expressly noted in regulation 22(8) (Debate at a council meeting), which provides:

"The chairperson of a council meeting may note a foreshadowed motion given by a councillor."

If a motion is foreshadowed under regulation 22(8) the chair is empowered under regulation 19(1)(a) to allow further discussion of the item on the basis that the foreshadowed motion is “some other reason” why the vote may not have accurately reflected the opinion held by the meeting.

Q2. Does the rule also apply to Planning Authority meetings? Meetings of any Council committee?

A: Yes, the Glenorchy Planning Authority is a ‘council committee’ under section 23 of the *Local Government Act 1993*.

The procedures in the *Local Government (Meeting Procedures) Regulations 2015* expressly apply to meetings of both the full council and council committees (this is provided in the definition of ‘meeting’ in regulation 3 of those regulations).

Q3. If Ald Dunsby had waited until the agenda item recommendation had been moved, and then moved a valid amendment to achieve her aim, would foreshadowing have become irrelevant?

A: Given the substantial difference between the two motions, had Alderman Dunsby sought to have her motion considered by moving an amendment, the amendment would have effectively need to replace the entire motion with a new motion.

While this may technically be allowable under the regulations, it would arguably not be an ‘amendment’ to a motion. The amendment provisions are typically used to remove particular words or paragraphs but maintain the overall structure and intent of the motion.

Foreshadowing a motion during the debate is the usual mechanism by which an Alderman would seek to have Council consider a materially different motion to that which was originally moved.

**Questions on notice – Robert Holderness-Roddam
(submitted 21 September 2021)**

Q1. What are the criteria for pedestrian refuges on Main Road, Austins Ferry?

Q2. Further to response from [a council officer], 20 August 2019. I was informed that;

(a) the walking track between the Poimena Reserve car park/BBQ area and the rivulet would be upgraded/repared in 2020; and

(b) the military dog reserve on Main Road, Berridale would be having a finger post sign installed in coming months. What are the updated schedules for these, given COVID?

Answers to these questions will be provided at the Council meeting.

7. PETITIONS/DEPUTATIONS

COMMUNITY

Community goal: “Making Lives Better”

8. ANNOUNCEMENTS BY THE MAYOR

Author: Mayor (Ald. Bec Thomas)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: Mayoral Announcements

Community Plan Reference:

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

Strategic or Annual Plan Reference:

Objective 4.1 Govern in the best interests of the community

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

Reporting Brief:

To receive an update on the recent activities undertaken by the Mayor.

Proposal in Detail:

The following is a list of events and external meetings attended by Mayor Thomas during the period Tuesday, 24 August to Monday, 20 September 2021.

Tuesday 24 August 2021

- Met with a resident
- Met with Clubs Tasmania
- Chaired Glenorchy Jobs Hub Steering Committee meeting

Wednesday 25 August 2021

- Attended Launch of the Dominic College Creative Arts Festival

Friday 27 August 2021

- Met with Legacy representatives regarding Legacy Centenary 2023 projects
- Attended the 2021 Glenorchy District Football Club Hall of Fame Induction

Sunday 29 August 2021

- Attended Hobart Malayali Association Onam Festival
- Attended the Collinsvale Market

Monday 30 August 2021

- Chaired a Council meeting

Tuesday 31 August 2021

- Met with Reclink
- Meeting with a resident regarding a Waste Management project
- Met with West Moonah Community House President and Manager

Thursday 2 September 2021

- Attended CaS Glenorchy meeting

Friday 3 September 2021

- Met with a resident
- Chaired General Manager's Performance Review Committee Workshop

Saturday 4 September 2021

- Attended the 150th Anniversary of Railways in Tasmania
- Attended the Claremont Spring Flower Show

Monday 6 September 2021

- Attended an Economic Recovery Program Steering Committee meeting
- Chaired the Council Workshop
- Chaired the Glenorchy Planning Authority meeting

Tuesday 7 September 2021

- Attended a Glenorchy Community Awards Reference Group meeting
- Attended a Black Spot Funding Announcement with Senator Abetz
- Guest speaker at Zonta Cub of Hobart meeting

Wednesday 8 September 2021

- Attended dinner at Parliament House with Speaker of the House Mark Shelton and Mayors Kerry Vincent, Ben Shaw and Leigh Gray

Thursday 9 September 2021

- Opened Forest Obscura Exhibition Opening at Moonah Arts Centre

Monday 13 September 2021

- Attended the Glenorchy Jobs Hub Grand Opening
- Visited the new public toilet at Moonah
- Chaired the Council Workshop

Tuesday 14 September 2021

- Chaired the Golden Years Club AGM
- Attended a Healthy Communities Advisory Committee meeting

Wednesday 15 September 2021

- Announced the winner of the Waste-Ed Art Competition 2021
- Met with TasWater representatives regarding Owners' Representative Group arrangements

Friday 17 September 2021

- Attended the Chigwell Child and Family Learning Centre for Statewide Forum and 10-year celebration

Monday 20 September 2021

- Met with Mayor and General Manager of Brighton Council
- Chaired the Council Workshop

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

Consultations:

Nil.

Human Resource / Financial and Risk Management Implications:

Nil.

Community Consultation and Public Relations Implications:

Nil.

Recommendation:

That Council:

RECEIVE the announcements about the activities of Mayor Thomas during the period from Tuesday, 24 August to Monday, 20 September 2021.

Attachments/Annexures

Nil.

9. INVESTIGATION INTO THE DISPOSAL (LONG-TERM LEASE) OF COUNCIL LAND AT 4 AND 8 ALCORSO DRIVE, BERRIEDALE (GLENORCHY CITY BOWLS CLUB AND GLENORCHY CITY TENNIS CLUB)

Author: Acting Open Space Coordinator (Jasmine Young)

Qualified Person: Director Infrastructure and Works (Emilio Reale)

ECM File Reference: Disposal of Council Land 2021

Community Plan Reference:

Leading Our Community

We will be a progressive, positive community with strong council leadership, striving to make Our Community's Vision a reality. The communities of Glenorchy will be confident that the Council manages the community's assets soundly for the long-term benefit of the community.

Strategic or Annual Plan Reference:

Leading Our Community

Objective 4.1 Govern in the best interests of our community

Strategy 4.1.1 Manage Council for maximum efficiency, accountability and transparency

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

Objective 4.2 Prioritise resources to achieve our communities' goals

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

Reporting Brief:

To report back to Council on the outcomes of the community engagement process around the potential disposal (by long-term lease) of Council land at:

- 4 Alcorso Drive, Berriedale to its current tenant, the Glenorchy City Bowls Club, and
- 8 Alcorso Drive, Berriedale to its current tenant, the Glenorchy City Tennis Club,

in accordance with Council's resolution of 26 July 2021 and recommend Council proceeds with the public land disposal process under section 178 of the *Local Government Act 1993* (**the Act**).

Proposal in Detail:

At its meeting on 26 July 2021, Council made the following resolution:

That Council:

1. *APPROVE the commencement of initial investigations into the potential disposal (long-term lease) of 4 and 8 Alcorso Drive, Berriedale (Title Ref: 139511/1) and DIRECT the General Manager to undertake a community engagement process, and*
2. *DIRECT the General Manager to provide a further report to Council summarising the results of the community consultation process and identifying any specific concerns about the disposal of the Land and (recommending whether or not to) seek to proceed with a statutory s. 178 disposal process for long-term lease of the identified parcels.*

Following the Council resolution, community consultation on the potential disposal was undertaken. This report summarises the feedback received during the consultation and recommends Council commences the process for the disposal of public land under the Act.

The consultation process was undertaken in accordance with Council's 'Disposal of Council Land Workflow' and includes an additional community consultation process in-line with the statutory requirements under the Act.

Feedback from Community Consultation

Community consultation was undertaken in-line with Council's Community Engagement Framework and the proposal was assessed as having a Level 4 impact under Council's Community Engagement Policy.

The proposed disposal was advertised for two-weeks on Council's website and the Let's Talk Glenorchy community engagement platform as part of a preliminary investigation into whether there were any significant concerns about the proposed disposal. The focus of the engagement was to identify whether the proposal was generally supported, and, if not, what the primary concerns were.

As the proposed lease area, sites and activities are site-specific, it was not anticipated that there would be opposition to the proposal, or a high-level of general community interest in the engagement process. All comments received during engagement were positive, with a general view that a long-term lease would provide certainty to the clubs and allow them to effectively plan for their futures. Many grant processes require applicants to demonstrate they have a long-term lease to be eligible, and the feedback received indicated this would aid the clubs in that regard.

If Council was to approve progressing to a formal disposal process, anyone who responded to the initial engagement, as well as any other members of the public, would have a further opportunity to lodge representations or object to the proposed disposals of land through the section 178 process. This would also give rise to appeal right to any respondents in the event that they were not happy with a final decision made by Council.

Process for Disposal and Requirements under section 178

The 'Disposal of Council Land Flowchart' ([Attachment 2](#)) outlines the process that Council officers take when identifying, evaluating and recommending the disposal of Council land in accordance with the Act.

As noted above, there have not been any significant community concerns raised about the proposed long-term leases of the two sporting facilities to their current operators.

Section 178 of the the Act sets out the process that must be followed by a Council which intends to lease public land for a term greater than five-years.

Accordingly, as envisaged in the workflow, this report proposes to commence the section 178 process for the disposal of both 4 and 8 Alcorso Drive, Berriedale by way of long-term lease.

Section 178(3) states that a resolution of the Council to sell, lease, donate, exchange or otherwise dispose of public land is to be passed by an absolute majority of Council.

If such a resolution were passed:

- the intention to lease must be advertised on two (2) occasions in a daily newspaper circulating in the municipal area, and
- a copy of the notice must be displayed on any boundary of the public land that abuts a highway and notifies the public that objection to the proposal may be made to the General Manager within 21 days of the date of the first publication.

If the General Manager does not receive any objection under subsection (4) and an appeal is not made under section 178A, Council may sell, lease, donate, exchange or otherwise dispose of public land in accordance with its intention as published under subsection (4).

Because the proposed leases would be for a term greater than five-years, the statutory process is required to be followed and Council is required to approve the proposed disposal as outlined above.

The Land

This report proposes that Council commences investigations into the potential disposal (by long-term lease) of Council land at the following locations:

- 4 Alcorso Drive, Berriedale (Glenorchy City Bowls Club) (PID: 1450257), and
- 8 Alcorso Drive, Berriedale (Glenorchy City Tennis Club) (PID: 1450329).

Some important points to note about the Land are as follows:

- the two parcels are part of a single larger title (title ref: 139511) which is part of 671 Main Road, Berriedale. However, each has its own unique Property Identifier (PID)
- 4 Alcorso Drive currently has a facility building and bowling green playing surface, as well as a petanque piste. This parcel is 5,140m² in size
- 8 Alcorso Drive, Berriedale currently has a facility building, six playing surfaces and newly installed lights situated on it. This parcel is 5,750m² in size

- Council currently has a holding-over lease agreement with Glenorchy City Bowls Club (**Bowls Club**) over 4 Alcorso Drive, which is currently being used as a lawn bowls facility
- Council currently has a holding-over lease agreement with Glenorchy City Tennis Club (**Tennis Club**) over 8 Alcorso Drive, which is currently being used as a tennis facility.

The indicative location of the properties are the areas highlighted in yellow in the below image. The properties are bordered by Council-owned open space land forming part of 671 Main Road, Berriedale.



Glenorchy City Bowls Club

The Bowls Club was founded in 1970 as the Berriedale Bowls Club and played under that name for many years.

In 2014, there were four bowls clubs located within the City of Glenorchy and the clubs agreed to establish a world class lawn bowls facility within the City of Glenorchy. After examining various options, it was agreed to locate this facility on the current site at 4 Alcorso Drive. As a result, the club's members agreed to change its name to the Glenorchy City Bowls Club to reflect its new status.

Facilities include well-equipped clubrooms, a synthetic outdoor bowls green and a competitive pennant. Outdoor and indoor carpet bowls is offered for both male and female players of all ages, as well as social bowls throughout the year. The clubrooms have a licensed bar and can be made available for private functions.

Glenorchy City Tennis Club

The Glenorchy City Tennis Club (**Tennis Club**) comprises six synthetic tennis courts, as well as clubrooms and other facilities.

A full upgrade to the sports lighting system at the Tennis Club to cover all six synthetic courts was undertaken in 2020 and officially opened in February 2021. The upgrade included contemporary control systems that provide remote activation and monitoring, as well as LED luminaires that provide uniform lighting of 250 lumens to all courts.

Council promoted the project through a number of different media channels and feedback from stakeholders, community members and club members were positive, with the upgraded lights playing a major part in an increase in general court hire and an increase in club memberships.

Berriedale Master Plan

As outline in the initial report, the Berriedale Peninsula Master Plan ([Attachment 3](#)) recognises the importance of these two recreational facilities for the community and includes future intentions to upgrade them.

Council initiated the preparation of a comprehensive Master Plan for the whole of the Berriedale Peninsula in 2020. The Peninsula includes Berriedale Reserve and associated sports and recreation facilities, the former caravan park site, TasWater waste treatment site and the cultural tourism attraction of Mona. The purpose of the Master Plan was to ensure the Peninsula is developed in such a way that balances the community's need for open space, recreation and public amenity, with the broader economic and cultural opportunities afforded through the site's proximity to Mona and its patrons.

The Master Plan looks at the situation now in terms of land tenure, the planning framework governing future use and development, and the known natural and cultural values on the Peninsula. The plan was prepared with input from community and stakeholder engagement about the issues and opportunities for the Peninsula and has been updated following further community review and comment.

Sport and recreation values at the Berriedale Reserve are important to the community with the Tennis Club and Bowls Club being based there. The Tennis Club and Bowls Club have steady club memberships and compete in regional level competitions.

The Master Plan allows for development opportunities that might arise and presents the potential for upgrading these sporting facilities. It has scope to add an indoor bowls centre over the existing grassed green, building a covered walkway from the new car park to link the club facilities and provision for expansion of the building in future years. The Master Plan also shows the potential for future development of 'hot shot' courts at the Tennis Club.

While the proposed developments would be subject to feasibility assessment, it has become evident that Council needs to consider providing long-term tenure over both sites.

Specific requirements of the Disposal Policy

The Disposal of Council Land Policy requires that the initial report to Council contains information about how the matters set out below have been considered and addressed.

The matters to be considered and officers' comments on each are as follows:

1. *The Council Land can be disposed of in a way which:*

- ***transparently demonstrates achievement of the best value for the community, and***
- ***does not expose Council or the community to unacceptable risks around the process or the outcome.***

If Council proceeded to the next stage of the investigation as set out in the Disposal of Council Land Flowchart, Council would follow the process set out in section 178 of the Act and the additional requirements over and above that process which are set out in the Policy.

Council would obtain valuations for the parcels of Land which will be considered in any future decision as to whether to proceed with the disposal by long-term lease.

2. *Any transaction can be justified if questions are asked about market testing and competition*

The method or terms of the disposal have not yet been finalised and would not be until Council decided whether to proceed with the formal disposal process under section 178 of the Act. However, as noted, investigations would focus on the potential long-term lease of the sites.

3. *The community is given the opportunity to provide feedback about any potential alienation of Public Land*

The community has already had the opportunity to comment and provide feedback on the proposed disposal, which is summarised above. In addition, the community and those that already have provided comment will be given a further opportunity to comment or object to the potential disposal through the statutory notification and consultation process mandated under section 178 of the Act.

4. *The disposal of the Council Land would be consistent with Council's Open Space Strategy*

This land is identified in Council's Open Space Strategy 2015 as important land for formal recreation purposes. This is further supported by the recent adoption of the Berriedale Peninsula Master Plan.

5. *Access to areas and connectivity with any adjacent Public Land is maintained to a level that is acceptable and in keeping with reasonable community expectations*

There would be no change or loss of connection with any of the land at the Berriedale reserve as a result of this investigation and the proposed disposal by long-term lease.

6. *Any cost associated with creating saleable parcels of land is considered*

There would be no costs associated with creating saleable parcels because the proposed disposals would be of the existing parcels unless the leases were to exceed or were capable of exceeding ten-years in which case, they would constitute subdivision under s. 80 of the *Local Government (Building and Miscellaneous Provisions) Act 1993*.

The cost of administering long-term leases would be carried out as part of the duties of officers in Council's Property section and the lease fees would be charged in accordance with Council's Lease and Licence Policy and associated directive.

7. *Compliance with all applicable planning requirements is achieved, and*

This land is zoned 'Recreation' under Council's planning scheme. The potential disposal, as proposed, would not require any planning scheme amendments to proceed.

8. *Any other relevant matters are considered.*

All relevant matters at the current stage of the process have been considered.

There will be other matters of relevance at the point at which Council is required to consider whether it wishes to proceed with the disposal, which will be after consideration of any representations received during public consultation and following the section 178 process.

Consultations:

Director Infrastructure and Works
Acting Manager Property and Environment
Coordinator Property Assets
Property Officer
Planning Design Officer
Community Engagement Officer
Communications Officer

Human Resource / Financial and Risk Management Implications:Human Resources

Council staff would facilitate the consultation and disposal process as part of their normal duties.

Financial

The cost of advertising the proposals will be approximately \$1,725. If Council resolves to proceed with the section 178 process, valuations would be sought following the 21-day consultation process.

Any other financial implications of the proposed disposals will be provided in a future report to Council after the completion of the statutory advertising period. However, it is expected that there would be no additional cost to Council in entering into this lease, as the lessee would be required to bear costs associated with the preparation of the lease. The lease would be expected to generate income which would go towards maintenance and operational costs of the facility.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	Moderate (C3)	Possible (L4)	Medium	Council considers all objections received during the community engagement process, prior to considering whether to commence a process under s. 178 of the Act. Advise the public that the proposal involves long-term lease to existing sports clubs.
Adverse public reaction of decision to advertise Council's intention to proceed with the section 178 disposal process.				
Council does not achieve best value for the community on long-term lease of the land.	Minor (C2)	Unlikely (L2)	Low	Council's Lease and Licensing of Council Owned and Managed Property Policy would be followed and income from the rental would be negotiated as per the policy.
Do not adopt the recommendation	Moderate (C3)	Almost Certain (L5)	High	Continue to communicate with the clubs to consider options.
Reduced social and community outcomes through reduced capacity of the clubs to delivery their services and programs				

Community Consultation and Public Relations Implications:Community consultation

Initial community engagement has been carried out for the land, as detailed in this report.

Council's decision to commence the statutory process to dispose of public land would be communicated to any community members who responded to the initial community engagement process. Anyone who responded, as well as anyone else in the general community, would have the opportunity to make formal submissions during the section 178 notification and consultation process (which is additional to the initial community consultation process).

Public relations

There are currently not any material public relations implications, given that it does not appear that there are any significant concerns about the potential disposal of the sites. Any concerns raised during the section 178 process would be monitored to gauge whether further action is required to address them.

Recommendation:

That Council:

1. FORM an intention under section 178 of the *Local Government Act 1993* to dispose of (by long-term lease) public land contained in title reference 139511/1, also known as 4 and 8 Alcorso Drive, Berriedale (**the Land**), and respectively occupied by the Glenorchy City Bowls Club and Glenorchy City Tennis Club.
2. AUTHORISE the General Manager to take all actions necessary to complete public notification of Council's intent to dispose the Land (by long-term lease) in accordance with section 178 of the Act and Council's *Disposal of Council Land Policy*, and
3. AUTHORISE the General Manager to consider and acknowledge any objection received pursuant to section 178(6) of the Act and report to a future Council meeting.

Attachments/Annexures

- 1 Disposal of Council Land Flowchart



- 2 Berriedale Peninsula Master Plan



ENVIRONMENT

Community Goal: “Valuing our Environment”

10. WASTE SERVICES POLICY

Author: Waste Services Coordinator (Evan Brown)
Qualified Person: Director Infrastructure and Works (Emilio Reale)
ECM File Reference: Policies by Directorate

Community Plan Reference:

Leading our Community

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

Strategic or Annual Plan Reference:

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

Strategic or Annual Plan Reference:

Leading Our Community

Objective 4.1 Govern in the best interests of our community
Strategy 4.1.2 Manage the City's assets soundly for the long-term benefit of the Community

Waste Management Strategy:

Goal 1: To promote the sustainable management of resources.

Objectives:

- Support and educate the community in separation, recovery and reuse, and lead by example
- Collaborate with others regionally and nationally to improve effectiveness and sustainability
- Ensure the appropriate use of the Jackson Street landfill and maximise its lifespan.

Goal 2: To provide convenient and affordable waste services that meet the needs of the community.

Objectives:

- Provide a high-quality, cost-effective and flexible kerbside collection service
- Provide long-term continuity of convenient waste disposal options
- Maintain effective and timely communication to keep the community engaged and informed.

Goal 3: To minimise negative impacts of waste on the natural and built environments.

Objectives:

- minimise environmental impacts of Council-controlled landfill, and
- reduce litter and dumped rubbish in public places.

Reporting Brief:

To seek endorsement of an updated Waste Services Policy for the Glenorchy City Council.

Proposal in Detail:

The ordinary review period for Council policies is four years after adoption, however policies can be reviewed earlier if it is appropriate to do so.

Council's Waste Services Policy was last adopted by Council at its meeting on 24 February 2020. The constantly evolving waste management landscape, together with the city-wide increase in planning and development applications, has necessitated an early review of the policy to ensure that it remains up to date and capable of addressing current waste management issues.

Additionally, the upcoming introduction of the State-wide Waste Levy and Container Refund Scheme (CRS) in 2022 means that Council will need to work to minimise the amount of waste going into landfill to avoid being charged excessive fees.

Attachment 1 to this report is a marked-up copy of the current policy, showing the proposed updates as tracked changes.

Attachment 2 is a clean copy of the proposed updated policy.

The proposed amendments to the policy are primarily to:

- clarify the requirements around Council's provision of waste management services to multiple unit dwellings and new developments, for consistency with Council's Standards for New Multiple Dwelling Unit Developments (a copy of which is Attachment 3)
- clarify when Council will permit variations to standard waste collection services, and
- provide additional requirements around the use and storage of mobile garbage bins by residents.

Other minor amendments have also been made for clarity and consistency with other Council documents.

Key changes to the policy are set out below.

Variations to standard residential service

The criteria required to be met to receive an upgraded general waste bin from 140L to 240L bin has been updated. An upgrade will now only be permitted where there are 5 or more people in the family or persons residing in the household. Evidence (such as a Medicare card in the case of families) will be required to be provided with an application.

Commercial properties

A new clause 17 has been added which allows 'commercial properties' (as defined in the Policy) to apply to receive recycling and FOGO Services. Under the current version of the policy, only general waste services could be applied for.

Only premises that produce domestic quantities of waste, recycling and FOGO are classed as 'commercial properties' under the Policy.

It allows small commercial operations (such as offices) to apply to receive Council's full suite of waste management services. Larger operations, including takeaway shops, food outlets and restaurants that produce greater than domestic quantities, would still be required to use a commercial waste collection service.

This clause has been added in response to requests from businesses which would not have previously been eligible.

Multiple dwelling properties: No FOGO exemption

A new clause 16 has been added to clarify that multiple-unit developments issued with a shared bin service are not eligible to apply for an exemption from Council's FOGO service.

This is consistent with Council's FOGO exemption criteria (approved in 2020) and has been added to the policy for additional clarity.

No increased frequency of services

A new clause 20 has been added to provide clarification within the Waste Policy that Council does not provide additional collection services outside of the standard fortnightly service, or the weekly shared services provided to multiple unit developments.

This has been added to minimise encroachment and disruptions to footpaths from bin placement. It is particularly relevant in respect to multiple unit dwellings with many bins. While some developers would prefer more regular bin collection to attract prospective buyers, the impacts on local amenity and traffic safety of permitting such an arrangement would be detrimental.

User responsibilities

A new clause 31 has been added to enable Council to direct residents to place bins in alternative locations. This would be used when Council considered it necessary from a safety or amenity perspective to place bins in a particular spot. Clause 35 has also been added to clarify that this, along with other directions relating to the placement,

handling and management of bins, would constitute a valid direction under Council's *Environmental Management By-Law No. 1 of 2017*.

New clauses 32 and 33 have been added to streamline the process for residents requesting replacement bins, who will no longer be required to complete Council's full Bin Application form. Clause 26 also clarifies that Bin Application forms need to be signed by the property owner, given that changes to the service could impact on rates charges for the property.

New subdivisions and developments

The increase in developments being approved in the City, including on more complex sites, can present challenges in-terms of waste collection services.

In some cases, it can be impractical to provide a Council standard waste service, due, for example, to access issues, steepness, location and size of some multiple unit dwellings.

A new clause 40 has been added to clarify that where it is impractical for Council to provide a standard or shared collection service to a Multiple Dwelling, Council can require applicants to utilise an independent waste services provider.

Consultations:

Senior Corporate Legal Counsel
 Manager Corporate Governance
 Director Infrastructure and Works
 Waste Service Coordinator
 Waste Services Section
 Customer Service
 Coordinator Planning Services

Human Resource / Financial and Risk Management Implications:

There may be some financial costs associated with the expansion of the FOGO service to some commercial properties however the service charge will be captured through the annual rates charge. There are no competitive neutrality issues associated with the proposed changes to the FOGO service expansion to commercial properties.

Risk Implications:

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation Procedural difficulties may be identified once they are implemented, leading to operational inefficiencies.	Minor (C2)	Unlikely (L2)	Low (4)	Responsible officers continue to monitor compliance with policies and ensure that any amendments are made in a timely manner, as required

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Do not adopt the recommendation	Minor (C2)	Likely (L4)	Medium (8)	Council officers are instructed to review the policies and implement any changes requested by Council as soon as practicable.
Administration would be less optimal due to the absence of specific clauses proposed to facilitate effective management of Council's waste services.				

Community Consultation and Public Relations Implications:

Community consultation was not considered necessary, given that there would be no material impacts to existing customers of the current Council waste services under the proposed policy changes. The revised policy places some additional obligations on developers and multi-unit dwellings, however these are considered essential from an operational perspective.

Recommendation:

That Council:

ADOPT the updated Waste Services Policy in the form of Attachment 2.

Attachments/Annexures

- 1 Waste Services Policy 2020 - Tracked Changes



- 2 Waste Services Policy 2021 - Clean Version



- 3 Standards for Multiple Dwelling Unit Developments



GOVERNANCE

Community Goal: “Leading our Community”

11. UPDATED COUNCIL POLICIES

Author: Manager Corporate Governance (Tracey Ehrlich)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Council Policies

Community Plan Reference:

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

Strategic or Annual Plan Reference:

Leading our Community

Objective 4.1 Govern in the best interests of our community.

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

Reporting Brief:

To present five (5) updated policies to Council for adoption.

Proposal in Detail:

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

This report presents the following five updated policies to Council recommended for adoption:

- Risk Management Policy
- Access and Inclusion Policy
- Community Engagement Policy
- Business Continuity Policy, and
- Bushfire Mitigation Policy.

Risk Management Policy

The Risk Management Policy was adopted by Council at its meeting on 2 October 2017 and has been reviewed having reached the end of its four-year cycle.

- Attachment 1 is a copy of the current Policy showing with tracked changes and
- Attachment 2 is a copy of the recommended updated Policy.

The proposed changes to the policy include noting the updated Australian Standard, AS/NZS 31000. The revised Policy also recognises Council's Risk Appetite Statement, initially developed and approved by Council in 2019. A full set of definitions has also been included to assist readers. There are no material changes proposed.

Access and Inclusion Policy

The Access and Inclusion policy has been reviewed, having reached the end of its current cycle. The Policy was originally adopted by Council at its meeting on 19 December 2016.

- Attachment 3 is a copy of the Policy showing tracked changes from the current version, and
- Attachment 4 is a copy of the recommended updated Policy.

Changes to the Policy include:

- the title has changed from Access Policy to Access and Inclusion Policy
- the revised policy demonstrates a stronger commitment to social inclusion
- the revised policy is more contemporary in its policy intent, describing how Council is making its workplace and services accessible to people with disability and stating that it will inform staff and the public how it is approaching inclusion and diversity
- the revised policy sets a minimum standard for access and inclusion and ensures accountability to the community
- the revised policy also references people of all abilities. This is to be more inclusive of any person who is without a diagnosed disability, but has other needs such as low literacy, and
- some of the language in the revised policy has been simplified to reflect Council's direction towards plain English documents.

The revision of this Policy has been actively consulted with:

- Council's Access Advisory Committee
- Aldermen, and
- relevant Council management and staff.

The feedback gained from the above stakeholders has informed the content and language of the revised policy.

Community Engagement Policy

The Community Engagement Policy was adopted by Council at its meeting on 19 December 2016. It has now been reviewed having reached the end of its current four-year cycle.

- Attachment 5 is a copy of the policy showing tracked changes from the current version, and

- Attachment 6 is a copy of the recommended updated policy.

The policy is largely unchanged from the original version with only minor changes made as a result of feedback obtained from Aldermen, Management and staff. The changes made are:

- ensuring the degree to which stakeholders can influence a decision is considered when assessing the level of engagement and the methods to be used
- a change in the wording regarding community engagement training/sessions to better reflect Council requirements relating to training and organisational development
- the addition of a new clause in the Guiding Principles section, based on the Good Governance Guide for Local Government in Tasmania 2018 to reflect that good engagement includes fostering and maintaining positive relations and is not just based on individual engagement projects
- noting that Council will provide “engagement opportunities” rather than “engage broadly”
- amending the privacy section to remove a statement that all submissions received as part of a community engagement process will be considered as available for public inspection. Individual submissions with identifying information are not made public, and
- updating of the Background section to note that some people/communities are less likely or less able to engage and to reflect the diverse nature of the Glenorchy community.

Business Continuity Policy

As a result of an internal audit of Council’s business continuity planning and processes, it was noted that Council’s Business Continuity Policy (adopted by Council on 25 March 2019) needed to be updated to include the development and implementation of Council’s incident management plans and disaster recovery plans.

- Attachment 7 is a copy of the policy showing tracked changes from the current version, and
- Attachment 8 is a copy of the recommended updated policy.

The updates to the existing policy reflect Council’s documented procedures and plans.

Bushfire Mitigation Policy

The Bushfire Mitigation Policy was adopted by Council at its meeting on 27 July 2020. It has now been reviewed having reached the end of its current annual review cycle.

- Attachment 9 is a copy of the policy showing tracked changes from the current version, and
- Attachment 10 is a copy of the recommended updated policy.

The policy is substantially unchanged. However, amendments have been made to note the policy's alignment to Council's Strategic and Annual Plans and update the relevant Australian Standard to update its name which was changed to reflect 2020 amendments made by the reviewing standards committee.

Importantly, the policy has also been revised to align to Council's Bushfire Mitigation Strategy approved by Council on 21 December 2020. This revision includes the prescribed maximum width of Council's hazard management areas to BAL-29 (a fire rating to protect buildings from ember attack).

Consultations:

Aldermen
Executive Leadership Team
Access Advisory Committee
Corporate Governance
People and Culture
Council Officers

Human Resource / Financial and Risk Management Implications:

There are no material human resources or financial implications.

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation None of the recommended updated or new policies represent any significant departure from established practices or statutory requirements. There is a chance that procedural difficulties may be identified once they are implemented, leading to operational inefficiencies.	Minor (C2)	Unlikely (L2)	Low (4)	Responsible officers continue to monitor compliance with policies and ensure that any amendments are made in a timely manner, as required.
Do not adopt the recommendation Governance administration would be less optimal due to the presence of outdated and less effective policies.	Minor (C2)	Likely (L4)	Medium (8)	

Community Consultation and Public Relations Implications:

The policies, once they are adopted by Council, will be communicated to the relevant Council Committees and included on Council's website.

Recommendation:

That Council:

1. ADOPT the updated Risk Management Policy in the form of Attachment 2
2. ADOPT the updated and renamed Access and Inclusion Policy in the form of Attachment 4,
3. ADOPT the updated Community Engagement Policy in the form of Attachment 6,
4. ADOPT the updated Business Continuity Policy in the form of Attachment 8, and
5. ADOPT the updated Bushfire Mitigation Policy in the form of Attachment 10.

Attachments/Annexures

- 1 Risk Management Policy 2017 with Tracked Changes



- 2 Risk Management Policy 2021



- 3 Access Policy 2016 with tracked changes



- 4 Access and Inclusion Policy 2021



- 5 Community Engagement Policy 2016 tracked changes



- 6 Community Engagement Policy 2021



- 7 Business Continuity Policy 2019 tracked changes



- 8 Business Continuity Policy 2021



- 9 Bushfire Mitigation Policy 2020 tracked changes



- 1 Bushfire Mitigation Policy 2021

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12. AUDIT PANEL CHAIR'S ANNUAL REPORT 2020 TO 2021

Author: Manager Corporate Governance (Tracey Ehrlich)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Audit Panel

Community Plan Reference:

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

Strategic or Annual Plan Reference:

Leading our Community

- | | |
|----------------|---|
| Objective 4.1 | Govern in the best interests of our community |
| Strategy 4.1.1 | Manage Council for maximum efficiency, accountability and transparency |
| Strategy 4.1.3 | Maximise regulatory compliance in Council and the community through our systems and processes |

Reporting Brief:

Council's Audit Panel Charter (clause 14.4) states that the Audit Panel, through the Chairperson, must report annually to Council on its overall operation and activities during the financial year. The purpose of this report is to table the Audit Panel Chair's Report for 2020/21 financial year.

Proposal in Detail:

The Audit Panel Chair's Annual Report (**Report**) for the financial year 2020/21 is included as Attachment 1.

In accordance with clause 14.5 of Council's Audit Panel Charter, the Report is required to document a summary of the work the Audit Panel performed to fully discharge its responsibilities during the preceding year and an overall assessment of Council's legal, governance, financial, risk, control and compliance framework including details of any significant emerging risk impacting on Council.

Highlights of the last year include:

- full completion of Council's internal audit program of works including audits of Council's procurement, asset management maturity, complaints management and business continuity
- substantial completion of audit recommendations, with the remaining 16 recommendations containing only three identified as high risk. The three high risk items are progressing well and expected to complete within their agreed timeframes. These are:

- two asset management recommendations relating to the creation of an asset management group to oversee strategic asset management and improving community consultation to determine service delivery needs, and
 - training relevant staff in change management
- continued progression in the updating and review of Council's policies and the progression of the draft Public Places and Infrastructure By-Law, and
- discussions with the Tasmanian Audit Office indicating that Council's annual financial statements for the year 2019/20 demonstrated continued management of external audit findings.

Additionally, the Minister for Local Government has requested that a copy of the Report is forwarded to the Local Government Division to meet the requirement for annual reporting under the Ministerial Directions issued in 2018. The Minister has agreed that the Report would provide an independent review of Council's compliance, generally aligned to Ministerial Direction five (5), and that this would satisfy the ongoing annual reporting requirements.

It was agreed by Council at the 29 June 2020 Council meeting that a copy of the Audit Panel Chair's reports would be provided to the Minister annually.

Consultations:

Audit Panel Chair

Audit Panel Members

Human Resource / Financial and Risk Management Implications:

There are no human resource implications. All costs may be met through existing budget allocations.

Community Consultation and Public Relations Implications:

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

Recommendation:

That Council:

1. RECEIVE and NOTE the Glenorchy City Council Audit Panel Chair's Report for the 2020/21 financial year, and
2. DIRECT the General Manager to provide a copy of the Audit Panel Chair's annual report to the Minister for Local Government.

Attachments/Annexures

1 Audit Panel Chair's Report 2020/21



13. FINANCIAL PERFORMANCE REPORT TO 31 AUGUST 2021

Author: Chief Financial Officer (Tina House)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Corporate and Financial Reporting

Community Plan Reference:

Leading Our Community

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

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

Strategic or Annual Plan Reference:

Leading Our Community

Objective 4.1 Govern in the best interests of our community

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

Objective 4.2 Prioritise resources to achieve our communities' goals

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

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

Reporting Brief:

To provide the monthly Financial Performance Report to Council for the period ending 31 August 2021.

Proposal in Detail:

FINANCIAL PERFORMANCE REPORT

Council's Financial Performance Report (**Report**) for the year-to-date ending 31 August 2021 is Attachment 1.

The Report highlights that Council's actual operating result is \$0.537 million better than the budgeted position. The favourable variance to the budgeted position is the combined result of a \$1.095 million increase in revenue and a \$0.557 million increase in expenditure.

Executive Summary

At this early stage of the 2021/22 financial year, there is a positive result against budget, which is currently forecast to remain stable through to 30 June 2022. This is predicated on the alignment of current timing issues between actual and budgeted spend, as well as the assumption that COVID-19 disruptions will not impact the economic activity that is providing strong revenue growth from the property and community sectors.

Revenue

Year-to-date operational revenue is \$52.534 million, compared to budgeted operational revenue of \$51.440 million. This represents a favourable result of \$1.095 million or 2.1% against budget.

The favourable result is mainly the result of economic activity associated with the very strong property sector. This has a flow-on effect for Council in the form of rates supplementary growth, additional kerbside waste management collections, planning application fees and building permit fees.

Expenditure

Year-to-date operational expenditure is \$9.837 million compared to budgeted expenditure of \$9.280 million. This represents an unfavourable result of \$0.557 million or 6.0% compared to budget.

The increase in expenditure is primarily related to differences between actual and budgeted timeframes for waste management services, the renewal of a substantial number of software licences and the payment of public utility accounts.

Non-operating – Capital Grant Revenue

Capital grants revenue is \$2.252 million against an annual budget of \$4.878 million.

Several major projects funded by Federal Government grants are included in the annual budget figure. This funding is arrears based, meaning Council must first undertake the works before it receives reimbursement. It is therefore anticipated a large amount of the budgeted grants yet to be received will not eventuate until the last quarter of 2021/22.

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

Disposal of assets currently records a gain of \$32k against the annual budgeted gain of \$2.254 million.

Due to the long timeframes in preparing a property for sale, the majority of land sales in the annual budget are projected to occur in the last quarter of 2021/22.

Non-Operating – Contributions Non-Monetary Assets

At this early stage of the new financial year, there have been no non-monetary assets received against the annual budget of \$2.1 million.

These are typically infrastructure assets constructed in new subdivisions which pass to Council ownership upon completion of works, or found assets not previously recorded in Council's asset register.

Capital works

Council's year-to-date Capital Works expenditure is \$1.547 million of the annual budget of \$25.821 million.

As mentioned previously, Tasmania is experiencing strong economic growth, which extends beyond Council boundaries and into wider Tasmanian regions. This is affecting the availability of contractors and materials which, in turn, adds cost pressures for Council to deal with.

These have the potential, and are beginning, to cause delays and backlogs with the various capital works programs. The works schedules are adjusted to bring forward available projects / push back affected projects which assists in the short term. The capital works program is being monitored closely and Council will be briefed if the situation deteriorates.

Summary

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

Consultations:

General Manager

Executive Leadership Team

Officers responsible for Capital and Operational Budget reporting

Human Resource / Financial and Risk Management Implications:

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

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

Community Consultation and Public Relations Implications:

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

Recommendation:

That Council:

RECEIVE and NOTE the Financial Performance Report for the year-to-date ending 31 August 2021 in the form of Attachment 1.

Attachments/Annexures

- 1 Attachment 1 - Financial Performance Report to 31 August 2021



14. PROCUREMENT AND CONTRACTS - MONTHLY REPORT

Author: Manager Corporate Governance (Tracey Ehrlich)

Qualified Person: Director Corporate Services (Jenny Richardson)

ECM File Reference: Procurement

Community Plan Reference:

Leading our Community

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

Strategic or Annual Plan Reference:

Leading our Community

Objective 4.1 Govern in the best interests of our community

Strategy 4.1.1 Manage Council for maximum efficiency, accountability and transparency

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

Reporting Brief:

To inform Council of exemptions that have been applied to procurements under Council's Code for Tenders and Contracts for the period 17 August to 14 September 2021 and provide an update on external legal expenditure in accordance with the Ministerial Directions.

Proposal in Detail:

Exemption Report

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

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

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

- *the contract or purchase order value (excluding GST);*
- *the circumstances for engaging the contractor or supplier without seeking the required number of quotes;*

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

For the period from 17 August to 14 September 2021, there was one (1) exemption to Council's Code for Tenders and Contracts. The expenditure, for the sum of \$202,000 related to ICT software upgrades to Council's TechnologyOne software. This software is available only through the TechnologyOne provider and, as such, meets the criteria provided in regulation 27(i)(iii) of the *Local Government (General) Regulations 2015*. (Namely that a satisfactory result would not be achieved by inviting tenderers because of the unavailability of competitive or reliable tenderers).

The expenditure was also provided for in Council's 2021/22 budget.

Expenditure on External Legal Services

In compliance with item 32 of the Ministerial Directions, Council adopted a policy and process relating to the appointment of external legal advisors and monthly reporting to Council external legal services expenditure.

For the month of August 2021, the total amount spent on external legal services for all of Council was \$396. This expenditure related to a building enforcement matter.

The expenditure was provided for in Council's 2021/22 budget.

Consultations:

Executive Leadership Team
Senior Legal Counsel
Procurement and Contracts Coordinator
Accounts Payable Supervisor

Human Resource / Financial and Risk Management Implications:

Human resources

There are no material human resources implications.

Financial

The report documents expenditure of \$202,000 and \$396 in budgeted operational costs.

Risk management

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

Community Consultation and Public Relations Implications:

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

Recommendation:

That Council:

RECEIVE and NOTE the Procurement and Contracts Monthly Report for the period from 17 August to 14 September 2021.

Attachments/Annexures

Nil.

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

Answer to question taken on notice – Alderman Fraser (30 August 2021)

Q. Does the General Manager know how many Glenorchy City Council employees have been vaccinated at this point, and what are we doing to encourage more employees to get vaccinated.

A. The number of employees recorded as being vaccinated at the date of the Council meeting was 43. At the date of publication of the agenda, that number had risen to 57.

It should be noted that the actual number is likely to be higher than this. Council relies on employees to self-report their vaccination status and some staff have either chosen not to or simply forgotten to advise Council of their vaccination.

Council encourages staff to report whether they are vaccinated but does not, and is legally unable to, require mandatory reporting of vaccinations by employees.

Answer to question without notice – Alderman Sims – CBD Revitalisation Project (30 August 2021)

Q. In relation to the CBD Revitalisation Process, why are we communicating to the Community and local businesses that the project was running on schedule as predicted, when the project, as originally developed, which has also evolved, was promised to be completed by the 2021 financial year?

I have been told by businesses that in May 2021 they were told that this was going to be pushed out to September. It's now November, so it has clearly blown out.

A. An answer was provided by the Director Community and Customer Services at the 30 August Council meeting meeting. The following additional information is provided.

Timelines for Project Completion

At its meeting on 26 August 2019, Council was advised that Stage 3C was expected to be constructed in the 2019/20 financial year.

At its meeting on 29 June 2020, Council was advised that Stage 3C would not be completed within the timeframe envisaged (around June 2021). The report from June 2020 adjusted the milestone for Stage 3C to November 2021.

This is the nature of projects – and Council remains agile in dealing with project challenges as they emerge.

Reasons given were:

- *some of the complexities that have emerged during construction were not known during the concept stage. For example, the construction of the raised table and median strip has complexities such as installing complex paving patterns and ensuring levels/falls etc are correct, which is relatively easy to design as a concept but can create difficulties when real-world conditions are encountered.*
- *the detailed design process highlighted the need for further investigation on the existing infrastructure at the construction site and how best to deal with it, and*
- *the overall size of the work-zone area is approximately 30% larger than each of the first two stages 3A and 3B.*

Achieving a build in a timeframe of 12 months would be possible. However, it would require the addition of a second crew to assist. Cost estimates of employing a second crew on the project would result in an additional expense of around \$300,000. The involvement of a second crew would also likely increase disruption to traffic flow as it would result in the closure of both lanes on Main Road

The Project Manager has been providing Aldermen with monthly project status updates by email on the progress of this project.

Communication with stakeholders

Council has continued to provide regular updates to stakeholders on the progress of the CBD Revitalisation Project, including:

- Facebook posts for the general public
- Gazette and newsletter updates.
- Website articles.
- Display at Northgate Shopping Centre

The Project Manager has continued to communicate face to face with local businesses throughout the project at different levels of intensity depending on the project schedule.

These updates have consistently communicated the timelines reported to Council.

CLOSED TO MEMBERS OF THE PUBLIC

16. CONFIRMATION OF MINUTES (CLOSED MEETING)

That the minutes of the Council meeting(closed meeting) held on 30 August 2021 be confirmed.

17. APPLICATIONS FOR LEAVE OF ABSENCE

GOVERNANCE

Community Goal: “Leading our Community”

18. AUDIT PANEL MINUTES

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

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