

COUNCIL MEETING

AGENDA

MONDAY, 29 JULY 2019



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 blue ink signature of Tony McMullen.

Tony McMullen
General Manager

24 July 2019

Hour: 6.00 p.m.

Present:

In attendance:

Leave of Absence:

**Workshops held since
last Council Meeting**

Date: Monday, 8 July 2019

Purpose: To discuss:

- Council Risk Appetite and Tolerance Statements

Date: Monday, 22 July 2019

Purpose: To discuss:

- GASP KPIs and Future Direction
- FOGO Update

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1. APOLOGIES

2. CONFIRMATION OF MINUTES (OPEN MEETING)

That the minutes of the Council Meeting held on 24 June 2019 be confirmed.

3. ANNOUNCEMENTS BY THE CHAIR

4. PECUNIARY INTEREST NOTIFICATION

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Shane Alderton, Main Road, Austins Ferry

- Q. In Council's 2019/20 Annual Plan there is a figure around land sales revenue. It states in the document that the land sale revenue was \$1,090,000. Then it goes on to say that land sale expenditure was \$1,050,396, a net profit of \$36,604. Are those figures correct? If Council has had that land for some time, its value would have increased by over 50%. When you factor in the original cost and the real estate cost to value the land, it's a little bit unbelievable that you have only made 36 thousand dollars on the land?**
- A.** The land sales expenditure figure is not a cash realisation amount. It includes all book and actual costs associated with land sales, including administration (and staffing) costs, advertising, community engagement costs, planning, engineering, servicing, and, importantly, the write-off of land value. While the sale of land will generate revenue that will increase Council's bank balance, it will also reduce Council's total asset value leading to a negative adjustment on Council's balance sheet.

The net impact of land sales is expected to be close to zero.

James Bryan, 14 England Avenue, Montrose

Q. Has there been an allocation in this year's budget towards the \$10-11M promised towards the Hobart City Deal last year? Was any of that amount budgeted for in 2019/20 and if so how much or is it listed in the Budget documents?

A. The 11 million dollars that Council has committed towards the Hobart City Deal is projected over a 10-year plan for the City Deal.

The approximate cost of \$1M per year is spent across a series of budget line items and includes a range of maintenance activities and capital projects undertaken within or adjacent to the rail corridor.

One example of this is the ongoing maintenance of the intercity cycleway, which includes mowing, litter removal, and repairs and renewal of the concrete pathway. Another example is the allocation of funding to assist in the extension of shared pathways out from this central corridor.

Q. Council's 2018/2019 Annual Plan has a set out whole of Council Budget estimates from page 18 to page 23, compared to 1 page in the current Annual Plan document. The missing information is essential to allow ratepayers to have a proper overview of the 2019/2020 Budget. Will that that information will be made available and, if so, in which document?

A. Due to changes in the way that Council produces its financial estimates, Council no longer produces a budget breakdown by Directorate as it has in previous years (and which appeared in last year's annual plan). A breakdown by Directorate is not an indicator against which Council measures its financial performance.

Accordingly, Council has no plans to make the information in the same format as appeared in last year's Annual Plan available, as producing such a document would take a significant amount of officer time.

Additionally, if Council were to produce such a report, it would be of limited utility, given that Council's Directorates have all changed since last year's reporting, meaning that a direct comparison with previous years is not possible.

The *Local Government Act 1993* requires a summary of the budget estimates to be provided in the Annual Plan. Council's Annual Pla complies with this requirement.

6. PUBLIC QUESTION TIME (15 MINUTES)

Please note:

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

7. PETITIONS/DEPUTATIONS

COMMUNITY

Community Goal: “Making Lives Better”

8. CLAREMONT COMMUNITY LIBRARY PROGRESS REPORT

Author: Coordinator, Community Planning and Engagement (Andrea Marquardt)

Qualified Person: Director Community and Customer Services
(David Ronaldson)

ECM File Reference: Claremont Community Library 2018/2019

Community Plan Reference:

Making Lives Better

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

Strategic or Annual Plan Reference:

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
- 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
- Strategy 1.2.2 Build relationships and networks that create opportunities for our communities

Reporting Brief:

To brief Council on the status of the Claremont Community Library and to recommend continued support of the Library for another two years.

Proposal in Detail:

Background

The Claremont Community Library was established in 2002 through Council's former Community Precinct Program with the aim of providing library services and community inclusion and participation opportunities for residents of Claremont and surrounding suburbs.

In August 2016, Council resolved to end its formal relationship with the Precinct system. At the Council meeting of 24 October 2016 Council resolved, as part of the Community Precinct Program transition, to continue to auspice and oversee the functions of the Claremont Community Library and to review the arrangements in 2019 (Attachment 1).

A reporting brief regarding the progress of the Library was presented at the Council meeting of 7 August 2017 (Attachment 2).

This report provides an update on Library's activities since 2017 and reviews the transitional arrangements in accordance with Council's resolution made in October 2016.

Current Library Activities

The Library continues to operate successfully from the Claremont Memorial Hall and is being well used by community members.

There are 139 financial members of the Library. 58 new members have joined from beginning of September 2017 to the end of June 2019.

Membership fees are \$10 per year and book borrowing is free. The opening hours are Tuesday to Saturday 10am to 1pm.

Members visited 2,614 times from September 2017 to June 2019 to borrow books and there were 618 visits on a social basis. Most visits are from local older residents who usually travel by foot to the Library. Feedback from members and volunteers indicates that these visits are beneficial to both groups.

Day to day operation of the Library is managed by a volunteer co-ordinator who has undertaken this role since 2002. There are 28 registered volunteers who work on a rostered basis during opening hours or on book sale days.

Support to the volunteer co-ordinator is provided (as required) through Council's Community Planning and Engagement program in the Community department. This has recently included a WHS review and inductions, safety audits, an update of book cataloguing and a review and updating of all documents including processes and procedures.

Council also provides space at the Claremont Memorial Hall for the Library.

A permanent book donation drop-off point at Council was established approximately 2 years ago and has proven to be successful. Books also continue to be dropped off directly at the Library. Books that aren't deemed suitable for the Library are sold at book sales with profits going back into the Library. \$2,004.50 has been raised since August 2017. This money is used to buy new books and pay for the day-to-day operations of the Library. The Library also received \$160 in cash donations during this period.

Overall, the Library is continuing to function as an important resource in the Claremont community. As well as the practical purpose of providing library services for the area, the program provides social inclusion opportunities for residents and capacity building for the volunteer base.

Consultations:

Director Community and Customer Services
 Manager Community
 Community Planning and Engagement program
 Volunteer Co-ordinator Claremont Community Library

Human Resource / Financial and Risk Management Implications:

Financial

There are no additional financial resources required to operate the Claremont Community Library. Membership fees and funds from book sales covers the cost of books, materials and basic equipment. The Community Planning and Engagement cost centre (Community department) provides a small annual budget as required for volunteer acknowledgement such as a morning tea or lunch during Volunteer Week and at the end of the year (approximately \$200-\$250 pa).

Council provides a room for the Library at the Claremont Memorial Hall, as well as an additional storage area at the Hall for books. This does not impact on the general hiring of the Hall, as other users have full access to the main hall area along with the kitchen (which is not used by Library volunteers). There is a minimal cost for electricity use which is also covered by Council.

Council currently holds \$2,035.00 of Library earnings (after expenditure).

Human resources

No additional human resources are required for the Library. There is continued scope within the Community Department to provide support for the Library as required.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation Program is run by volunteers, not Council officers, leading to less oversight of operations.	Minor (C2)	Possible (L3)	Low	Volunteers are supported by staff in Council's Community Department. All volunteers are formally inducted and new volunteers are required to undergo a police check. Volunteer training is provided as required. The volunteer co-ordinator provides monthly finance figures and receipts which are checked by Council staff.

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Do not adopt the recommendation The Claremont Community Library will no longer be able to operate, leading to the loss of a valuable community asset and meeting point for the local community.	Minor (C2)	Likely (L4)	Moderate	Council resolves to instruct the Community department to explore alternatives to the community library that provide adequate social and educational opportunities for the local community.

Community Consultation and Public Relations Implications:

Community consultation

Regular meetings are held with the Volunteer Co-ordinator and other Library volunteers as required.

While no formal public consultation has been undertaken, feedback from members and volunteers is that the service is highly valued. The Library also generates positive feedback from community members at book sales.

Public relations

Council's ongoing support for the Library has previously generated, and will continue to generate, positive news stories.

Recommendation:

That Council:

1. RECEIVE and NOTE the attached report on the Claremont Community Library
2. RESOLVE to continue to support the Claremont Community Library through the provision of the facility at the Claremont Memorial Hall and logistical support through the Community Department until July 2021, and
3. REVIEW the current arrangement for the Claremont Community Library program in two years (July 2021).

Attachments/Annexures

- 1 Council Resolution 24 October 2016



- 2 Claremont Community Library Update 7 August 2017



9. ANNUAL REPORT ON CUSTOMER COMPLAINTS - 2018/19 FINANCIAL YEAR

Author: Customer Service Coordinator (Gabrielle Bowring)

Qualified Person: Director Community and Customer Services
(David Ronaldson)

ECM File Reference: Complaints

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.

Strategic or Annual Plan Reference:

Leading our Community

4.1 Govern in the best interests of our community

4.1.1 Manage Council for maximum efficiency, accountability and transparency

Reporting Brief:

To provide the annual report to Council on the number and nature of complaints received against Council for the 2018/19 financial year, as required under section 339F(5) of the *Local Government Act 1993*.

Proposal in Detail:

Section 339F(5) of the *Local Government Act 1993* (**the Act**) provides that:

"The general manager is to provide the council with a report at least once a year of the number and nature of complaints received"

On 12 December 2005 Council adopted a Customer Service Charter (**the Charter**) as required by section 339F of the Act. The Charter came into effect on 1 January 2006 and was most recently reviewed and re-adopted by Council on 25 March 2019.

The updated Customer Service Charter has been rolled-out across the organisation over the past year. Managers and Coordinators are responsible for overseeing its continued implementation.

In order for Council to monitor its performance against the Charter and to meet its service level requirements, Council has established and maintains a complaints register. The information in this report is extracted from the register.

The register records details of 'complaints' received against Council, as distinct from 'service requests'. A 'complaint' is recorded when a service request has been made but not actioned or where there is dissatisfaction with a Council procedure or policy.

From 1 July 2018 to 30 June 2019, there were seventeen (17) items identified as complaints recorded on the register.

A summary is provided in the tables below. The definition of a 'complaint' is a record of a customer's dissatisfaction with the delivery of a service offered by the Council. It should be noted that changes to the organisational structure mean that direct comparisons between directorates from previous years are not possible.

2018/19 Performance

Total Complaints against Council	Response sent within Service Level
17	15

Summary & Comparison

Year to Date	2018/19	2017/18	2016/17	2015/16
Total Registered	17	17	27	33
Response sent within Service Level (10 working days)	15	11	25	29
Result %	88%	65%	93%	88%
By Source				
Phone	0	1	2	5
Email	15	14	23	20
Letter	2	1	0	7
Visits	0	1	0	0
Internet	0	0	2	1
By Directorate				
Corporate Governance	n/a	9	13	9
City Services and Infrastructure	n/a	8	14	21
Community, Economic Development and Business	n/a	0	0	3
Strategy and Development	3	n/a	n/a	n/a
Community and Customer Services	8	n/a	n/a	n/a
Corporate Services	0	n/a	n/a	n/a
Infrastructure and Works	6	n/a	n/a	n/a

Current complaints

- There are 0 complaints currently open for the 2018/19 financial year.

The above data indicates that there has been a similar number of complaints over the period with an improved level of service in resolving those complaints.

Again, despite not meeting time frames in all cases, all complaints have been responded to, and there are no open complaint items left over from the 2018/19 financial year.

Each employee tasked with responding to a complaint is responsible for doing so within the Charter's time frames.

Consultations:

Director Community and Customer Services
Manager Customer Services

Human Resource / Financial and Risk Management Implications:

Financial

There are no material financial implications.

Human resources

There are no material human resources implications.

Risk management

The report is for information only. There are no material risk management implications associated with its adoption.

Community Consultation and Public Relations Implications:

The report indicates that there is scope for Council to improve its response times to the community when dealing with a proportion of the complaints to meet the service level in the Charter.

The service levels and response times identified in the Charter indicate that Council generally responds to complaints within the time frames specified in the Charter. However, in a small percentage, improvement in the response times is possible.

Recommendation:

That Council:

RECEIVE and NOTE the 2018/2019 Annual Report on Customer Complaints.

Attachments/Annexures

Nil

10. GLENORCHY ART AND SCULPTURE PARK (GASP)

Author: Manager Community (Marina Campbell)

Qualified Person: Director, Community and Customer Services (David Ronaldson)

ECM File Reference: GASP

Community Plan Reference:

Making Lives Better

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

Valuing our environment

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

Leading our Community

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

Strategic or Annual Plan Reference:

Making Lives Better

- Objective 1.2 Support our communities to pursue and achieve their goals
- Strategy 1.2.2 Build relationships and networks that create opportunities for our communities
- Strategy 1.2.3 Promote creative expression and participation and life-long learning as priorities for our communities

Valuing our Environment

- Objective 3.1 Create a liveable and desirable City
- Strategy 3.1.2 Enhance our parks and public spaces with public art and contemporary design

Leading our community

- Objective 4.2 Prioritise resources to achieve our communities' goals
- Strategy 4.2.1 Deploy the Council's resources effectively to deliver value

Building Image and Pride

Objective 5.1 We will show our pride as a city and others will see it

Strategy 5.1.1 Commence developing an Arts and Culture Strategy

Action 5.1.1.09 Partner with the Glenorchy Arts and Sculpture Park

Reporting Brief:

To present the Glenorchy Art and Sculpture Park (GASP) Annual Report to Council as well as to brief Council on the Funding Deed between Glenorchy City Council and GASP which includes the agreed milestones/KPI's for 2019/20.

Proposal in Detail:**Background**

Council last received a report on the activities of GASP at its meeting on 27 May 2019.

The report included background and context to the current funding arrangement between Council and GASP, most notably that Council had resolved at its meeting on 19 April 2017 to continue to be the primary sponsor to GASP for a further three years (Attachment 1).

The report also provided an update on the recent activities of GASP, the appointment of the new Artistic Director as well as the GASP Annual and Financial Report 2018.

GASP's Activities

The GASP 2018-2019 Annual Report to Glenorchy City Council (Attachment 2) is provided to Council as a condition of the Funding Deed.

In summary the highlights for GASP during the reporting period were:

- installation of works by Julie Gough and James Geurts
- appointment of a new Chairperson and CEO/Artistic Director
- a review of the GASP vision, and
- development of milestones for 2019/2020 with a vision to 2029

Revised Funding Deed including KPI/Milestones 2019/20

This report provides the revised Funding Deed between GASP and Council (Attachment 3) which includes a set of milestones for GASP for the 2019/2020 financial year. These KPI's/Milestones have been developed by GASP in consultation with Council officers. The Funding Deed will see out the current term of funding as agreed by Council.

Policy Considerations

The Glenorchy City Council Annual Plan 2019/20 – 2022/23 identifies as a priority action to “*Commence developing an Arts and Culture Strategy*”.

Consultations:

General Manager
 Director Community and Customer Services
 Director Infrastructure and Works
 Acting Manager Property Environment and Waste
 Manager Customer Services
 Coordinator Arts and Culture
 Acting Environment Coordinator
 Acting Property Assets Coordinator
 Operations and Maintenance Supervisor
 Urban Services Coordinator
 Environment Engagement Officer
 Public Compliance Coordinator

Human Resource / Financial and Risk Management Implications:Financial

Council's direct contribution to GASP is through an annual payment of \$95,500 (plus GST). Provision has been made in the 2019/20 budget for this payment. Council also provides an office location and resources for the GASP CEO/Artistic Director in Council's chambers.

Human resources

Council's Manager Community is the key point of contact for GASP within Council. Other officers from across Council provide support and internal liaison with GASP. As noted in the GASP report, *"GASP has undertaken relationship building with the Council, where an effective multi-faceted and interdependent relationship is critical for GASP to fulfil its brief."*

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	Minor (C2)	Possible (L3)	Moderate	Council works closely with GASP CEO/Artistic Director to monitor progress against milestones.
Non-delivery of agreed KPI's / Milestones by GASP leading to frustration from the community about continued expenditure by Council.				
Do not adopt the recommendation	Moderate (C3)	Likely (L3)	Notable	Closely monitor and engage with GASP during the year to ensure appropriate value is achieved from Council's contribution.
No KPI's/Milestones in place to measure GASP's performance.				

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Council is seen as not providing adequate oversight of funds provided on behalf of the community	Moderate (C3)	Likely (L3)	Notable	Closely monitor and engage with GASP during the year to ensure appropriate value is achieved from Council's contribution.

Community Consultation and Public Relations Implications:

Community consultation

Council has not undertaken any specific community consultation activities on this issue. However, Council will continue to engage with the community in relation to GASP and the wider Wilkinsons Point precinct, given that the area that GASP occupies and the GASP infrastructure is such a valued community asset.

Public relations

There is an opportunity for positive public relations for Council in relation to its continued support of and relationship with GASP.

Recommendation:

That Council:

1. RECEIVE and NOTE the attached report on the GASP 2018 – 2019 Annual Report to Glenorchy City Council, and
2. ENDORSE the GASP Funding Deed July 2019 (including KPI's/Milestones) and authorise the General Manager to sign the deed on Council's behalf.

Attachments/Annexures

- 1 19 April 2017 GASP Council Report



- 2 GASP 2018-2019 Annual Report to GCC



- 3 Funding Deed July 2019



GOVERNANCE

Community Goal: “Leading our Community”

11. QUARTERLY REPORT

Author: Executive Officer (Bryn Hannan)
Qualified Person: General Manager (Tony McMullen)
ECM File Reference: Corporate 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.

Strategic or Annual Plan Reference:

Making Lives Better

Objective 1.3 Facilitate and/or delivers services to our communities
Strategy 1.3.2 Directly deliver defined services to our communities

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 4.2.1 Deploy the Council's resources effectively to deliver value

Reporting Brief:

To provide Council with the Quarterly Report for the quarter ending 30 June 2019.

Proposal in Detail:

The Quarterly Report for the period ending 30 June 2019 provides detail on Council's key strategic projects, core business activities, financial performance and forecasting and monitoring of Council's Annual Plan.

The Quarterly Report comprises the following:

- Quarterly Report Attachment 1, and
- Quarterly Annual Plan Progress Report Attachment 2.

The purpose of the report is to assist Council in its strategic oversight of Council operations and progress on implementation of the Council's Annual (Operational) Plan.

A further benefit of this reporting is that it helps to make Council's operations more transparent to the community.

Financial Performance

At 30 June 2019, Council's interim operating result was \$2.226 million ahead of its budgeted position.

However, this interim result will change following outstanding end of financial year adjustments, including Accrued Expenditure (approx. \$500k/\$1M), Asset Write Off (approx. \$500k), Landfill Remediation and Employee Entitlement Provision movements.

The final result will be reported in the financial statements that form part of Council's Annual Report, to be presented to Council later this calendar year.

A summary of the key financial indicators detailed in Attachment 1 is as follows:

Revenue

- revenue is \$218,000 above budget

Expenditure

- expenditure is \$2.008 million below budget

Capital Works

- capital works expenditure was \$11.416 million against the annual budget of \$13.765 million, an underspend of \$2.349 million

Consultations:

The Quarterly Report is compiled in consultation with the Directors of each area of Council, with Council's Finance section contributing the financial reporting content.

Annual plan progress reporting is undertaken by individual management team members for each of their allotted annual plan actions and vetted by Council's four Directors.

Human Resource / Financial and Risk Management Implications:

The Quarterly Report assists Council's risk management by regularly monitoring and reporting on the progress of Annual Plan actions, major projects, key activities of Council and financial performance.

This enables Council to have oversight of the performance of the organisation, enabling informed decision-making and risk management.

Community Consultation and Public Relations Implications:

Community consultation

As this is a report on the outputs and outcomes of Council services and activities, no community consultation was undertaken.

Public relations

There are no material public relations implications.

Recommendation:

That Council:

RECEIVE and NOTE Council's Quarterly Report and the Quarterly Annual Plan Progress reports for the quarter ending 30 June 2019.

Attachments/Annexures

1 Quarterly Report - Q4 2019-20



2 Quarterly Annual Plan Progress Report - Q4



12. PRIVACY POLICY

Author: Manager Corporate Governance (Tracey Ehrlich)

Qualified Person: Director Corporate Services (Jenny Self)

ECM File Reference: Council Policy

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

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

Reporting Brief:

To present the proposed Privacy Policy to Council for adoption.

Proposal in Detail:

As a Local Government entity, Glenorchy City Council is required to comply with the provisions of the *Personal Information Protection Act 2004*.

This Act protects individuals' personal (name, address, image, bank account details, etc), sensitive (gender, race, religion, etc) and health related (doctors and specialists reports, etc) information. It achieves this by regulating how organisations (including Council) collect, use, disclose, store and destroy an individual's information.

Council is also required to comply with the *Listening Devices Act 1991* which regulates recordings (visual and audio) of private conversations, the *Archives Act 1983* which governs the storage and destruction of Council records and the *Payment Card Industry Data Security Standard* which is an international agreement concerning storing an individual's credit card and bank card details.

In April 2019, Council engaged WLF Consultants to audit Council's compliance with the above legislation and standards. WLF's report was presented to Council's Audit Panel in May 2019 and contained a series of recommendations to ensure that Council's adequately complies with its requirements and has a best-practice approach to the management of personal information and privacy issues.

One of the "high" risks cited in WLF's report was Council's lack of an adequate policy and procedure framework to document and ensure compliance with privacy requirements. The report recommended that Council develop and implement a framework as a matter of priority.

In response to that, Council officers have worked closely with WLF and have developed a draft Privacy Policy (**the Policy**) to provide guidance in these matters. This Policy meets best practice obligations and has undergone a separate review by WLF to ensure compliance.

Attachment 1 is a copy of the proposed new Privacy Policy. The Policy is recommended to Council for adoption.

The Policy sets out the principles with which Council will manage the personal and sensitive information of individuals in accordance with the requirements of the Personal Information Protection Act 2004 (**the Act**). It also achieves compliance with the *Archives Act 1983* and the *Listening Devices Act 1991* (recording conversations).

Key features of this policy are:

- an explicit commitment by Council to protect an individuals' personal information
- an undertaking to collect only the personal information that Council requires to carry out its duties
- an undertaking not to share personal information with third parties unless Council is required to do so by law, or it is necessary to provide our services
- a statement of Council's intent to manage the personal information it collects. This includes destroying or permanently de-identifying personal information no longer needed for Council duties, subject to any Act requiring Council to keep and archive this information
- providing individuals with access to view any personal information held by Council, subject to identity verification, and
- providing details of Council's Privacy Officer and stating Council's commitment to complaint resolution.

Consultations:

General Manager
 Director Corporate Services
 Director Community and Customer Services
 Director Infrastructure and Works
 Director Strategy and Development
 Manager Corporate Governance
 Manager Customer Services

Human Resource / Financial and Risk Management Implications:Financial

There are no material financial implications.

Human resources

There are no material human resource implications.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	Major (C4)	Possible (L3)	Notable	Council officers have clear policy to align their procedures and compliant governance is more easily achieved.
Personal information is inadvertently disclosed in contravention of the Privacy Policy.				
Do not adopt the recommendation	Major (C4)	Almost Certain (L5)	High	Officers implement procedures and processes, which may not be best practice, without a formal governing document.
Council continues to operate without integrated and appropriate policies and processes to manage personal information, leading to potential breaches of legislation and regulatory penalties or legal action.				

Community Consultation and Public Relations Implications:Community consultation

None undertaken

Public relations

There are no material public relations implications.

Recommendation:

That Council:

ADOPT the Privacy Policy in the form of Attachment 1.

Attachments/Annexures

1 Privacy Policy



13. PROJECT MANAGEMENT POLICY

Author: Manager Infrastructure, Engineering and Design (Frank Chen)

Qualified Person: Director, Infrastructure and Works (Ted Ross)

ECM File Reference: Council Policy

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

Reporting Brief:

To present the proposed Project Management Policy to Council for adoption.

Proposal in Detail:

The draft Project Management Policy ([Attachment 1](#)) sets out Council's approach to managing projects and providing a Project Management Framework that will support the successful delivery of projects across Council.

The Policy will apply to all Council staff and consultants and will provide an agreed methodology and consistent approach to project management. It does this by outlining a clear policy position that Council is committed to delivering project management in line with best practice.

In previous years, the absence of a formal project management methodology has been evident. An audit conducted by Deloitte in 2014 and the Board of Inquiry process, highlighted this, with clear findings that a lack of adequate project selection, oversight and management had led to some significant project failures (including the KGV development and the Derwent Park Stormwater Harvesting and Industrial Reuse Scheme).

The Policy has been prepared in response to the lack of a fit-for-purpose and consistent project management approach across all areas of the organisation and the need to ensure that all projects are managed with accountability and delivered in line with Council's strategic goals, objectives and risk appetite.

Project Management operates throughout and across the organisation. The Policy supports a project management-based approach to project delivery, rather than a line-management based approach.

To support this, the Policy includes the establishment of a virtual Project Management Office (PMO) within Council. The PMO will be made up of people across the organisation with project experience as well as an online portal with supporting resources for employees. The PMO will provide appropriate level of project management resource, exchange of knowledge and skills, and most importantly allow our organisation to continue to learn through our review of projects.

The online portal will assist employees by providing a 'road map' on how to deliver projects. A lot of the content for delivering projects is contained in other policies and directives. The portal will link project managers to these other areas including procurement, risk management, and community engagement.

The development of this Policy and the Framework including the PMO will benefit Council by improving the outcomes achieved when delivering projects and reducing the likelihood of project failure or objectives not fully meeting expectations.

Through the implementation of project management best practice Council will increase the likelihood of achieving improved project outcomes, projects that are delivered within budgets, and projects delivered on time.

Consultations:

ELT

Aldermen

Audit Panel

Manager Infrastructure, Engineering and Design

Project Manager, Major Projects

Resonance (external consultancy specialised in project management)

Human Resource / Financial and Risk Management Implications:

There are no immediate material human resource or financial implications. However, the policy acknowledges that Council needs to allocate sufficient resource to managing and delivering projects. It is expected that project-related resourcing issues and their impacts will be addressed prior to the implementation of individual projects.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	Minor (C4)	Possible (L3)	Moderate	Adequate staff training on project management is provided to ensure that use of the virtual PMO becomes 'business as usual' practice.
The project-based approach in the policy does not achieve its intended outcomes of encouraging a project-based approach as part of normal operations.				
Do not adopt the recommendation	Major (C4)	Almost Certain (L5)	High	Staff are encouraged to utilise online resources (such as the e-government website) to guide the delivery of projects and programs and take a structured approach to the achievement of objectives.
Project personnel manage and deliver projects without using a fit-for-purpose and consistent project management approach, which may lead to major project failure.				

Community Consultation and Public Relations Implications:Community consultation

Given the internal focus of the Policy, community consultation was not required in accordance with Council's Community Engagement Framework. However, it is believed that, by having the Policy in place, Council formally recognises the need and importance of community consultation in delivering projects, which ensures that Council understands and considers any/all issues relating to projects that impact on our community.

Public relations

The Policy is an internal policy and expect to have no material public relations impacts. However, the Policy does require stakeholder consultation, including internal consultation and community engagement, to be considered in managing individual projects.

Recommendation:

That Council:

ADOPT the proposed Project Management Policy in the form of Attachment 1.

Attachments/Annexures

- 1 Draft Project Management Policy



14. INVESTIGATION INTO THE DISPOSAL OF PUBLIC LAND

Author: Acting Manager Property, Environment and Waste (Alex Woodward)

Qualified Person: Director Infrastructure and Works (Ted Ross)

ECM File Reference: Acquisition and Disposal (Property Management)

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 recommend that Council commences an investigation into the disposal of Council land at the following locations:

- 3 Delwood Drive, Lutana
- 119 Pitcairn Street, Glenorchy (known as Victor Place Reserve)
- 11 and 13 Nielson Drive, Montrose
- 53 Springfield Avenue, West Moonah
- 36 Elwick Road, Glenorchy
- 11 Newman Court, Berriedale, and
- 19a Clydesdale Avenue, Glenorchy.

This investigation will follow the 'Disposal of Council Land Flowchart' and will commence a community consultation process that is intended to precede the statutory requirements of section 178 of the *Local Government Act 1993*.

Proposal in Detail:

As part of the 'Future Glenorchy Project', Council Officers developed a 'Disposal of Council Land Flowchart' ([Attachment 1](#)).

This flowchart outlines the process that Council Officers will take when identifying, investigating and recommending the disposal of Council land.

This report proposes to commence the investigation into the disposal of seven (7) parcels of land across the municipality. Under the flowchart, fit for purpose assessments have been undertaken and this initial report to Council is to commence community consultation.

If Council adopts the recommendations in this report, the next step will be to conduct an initial community consultation process in accordance with Council's Community Engagement Framework. At a minimum, this will consist of the following:

- developing a survey for consultation with residents. The survey will be intended to identify any concerns about the disposals, ideas for the expenditure of any funds from the sale towards open spaces, and will request contact details to allow us to provide updates
- conducting a door-knock of residents directly adjacent to the properties to encourage them to participate in the survey, and
- sending a letter to residents whose properties are located at within 100m radius (or potentially more) containing a web address for the survey and an option for it to be provided in hardcopy.

Once the survey closes officers will work any identified concerns with community to address the relevant issues. If any unresolved issues remain, a report would be provided back to Council outlining the concerns and providing Council with the option to proceed with the section 178 process or not. If, however, any concerns or issues have been resolved to the satisfaction of the General Manager, officers will proceed with the section 178 process, which provides community members with another opportunity to make representations against the disposal within a 21-day timeframe.

After the regulatory process has been completed, a report will be provided back to Council providing an overview of the initial community consultation, any representations received and detailing the information required as per Council's Disposal of Council Land Policy.

The land

The allotments recommended for disposal have been identified as either surplus to Council's requirements or not fit for the purpose that they were intended for.

All the land identified is zoned for residential use under the *Glenorchy Interim Planning Scheme 2015*.

Four (4) of the properties proposed for sale, (Delwood Drive, Pitcairn Street, Nielson Drive and Springfield Avenue) were identified in the Open Space Strategy 2015 as properties for possible disposal because of either their unsuitability or under-utilisation. This was also confirmed through the fit for purpose assessment process for each. Attachments 2-5 are copies of the fit for purpose assessments for these properties, and also contain aerial photographs of each allotment.

The Elwick Road property (which is a vacant house) was acquired in September 2012 to accommodate possible future roadworks proposed for the Elwick Road/Grove Road junction. With the recent works undertaken and completed at the Elwick Road/Brooker Highway intersection, the Grove Road junction improvements are no longer required. Subsequently, the assessment of the property found that it would be prudent for Council to dispose of the property (see Attachment 6).

Although the Newman Court property was not identified in the Public Open Space Strategy for disposal, it has been assessed as not fit for the purpose intended. The land is of a size and shape not suited to the proposed use and does not allow for a reasonable level of safety or security for users and adjoining owners (see Attachment 7).

The property at 19a Clydesdale Avenue serves no useful purpose to the community and is a financial burden due to its ongoing maintenance costs. The only reason to retain this narrow piece of land would be to maintain the flood path, however this can still be achieved by restricting the construction of any buildings within the property (see Attachment 8).

These parcels of land serve no strategic purpose for Council and have been identified as 'no longer needed' and are consequently recommended for disposal.

Proposal

Prior to commencing the statutory process under section 178 of the Act for disposing of these properties, a community engagement process will be initiated to identify whether there are any significant concerns within the community that warrant further consideration by Council before proceeding. It is proposed to follow the adopted 'Disposal of Council Land Flowchart' (see Attachment 1).

Process under section 178

If there are no unresolved concerns after the community consultation process, Council Officers will proceed with the legislative process under section 178 of the Act. This section sets out the process that must be followed by a council which intends to dispose of public land.

Council's Disposal of Council Land Policy (the Policy) deems all land owned by Council to be 'public land' for the purposes of the Act.

A resolution of Council to dispose of public land is required to be passed by an absolute majority of Council. If such a resolution is passed:

- the intention 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.

The Policy also provides that, in addition to the notification requirements in section 178, Council is required to:

- display a plan and relevant property information on the community notice board in Council's chambers (near the chambers' rear public entrance), and
- notify the owners of neighbouring and affected properties advising of the proposed disposal.

If Council resolves to commence the public notification and consultation process, officers will ensure that the requirements of section 178 and the Policy are complied with.

Following the completion of the notification, Council is required to consider any objections lodged with objectors having an opportunity to appeal a decision to dispose of the land. This will be provided in a future report to Council.

Specific requirements of the Policy

The Policy requires that the initial report to Council under section 178 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.***

Council is following 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 will obtain a valuation for the parcels of Land which will be considered in any future decision as to whether to proceed with the disposal.

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

The method or terms of any disposal have not yet been determined and will not be until public consultation under section 178 is complete and the final report is provided to Council.

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

The community will be given the opportunity to comment through the initial consultation process and then again through the formal section 178 public notification and consultation process.

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

As noted above, the Land serves no strategic purpose for Council and has been identified as 'no longer needed' and consequently recommended for disposal.

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*

This is not able to be fully addressed until the method and terms of any disposal or exchange have been determined. Any future recommendation to Council will be required to ensure that this is addressed.

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

The allotments subject to Planning Permit requirements will attract costs for the installation of essential infrastructure to service these allotments.

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

All lots recommended for disposal are zoned either General Residential or Inner Residential and will be disposed of without any boundary changes or other issues which would trigger planning processes.

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.

Expressions of interest:

As part of that process, Council will consider any expressions of interest received from any interested purchasers.

Consultations:

Director Infrastructure and Works
Manager Infrastructure, Engineering and Design
Manager Community
Coordinator Planning Services

Human Resource / Financial and Risk Management Implications:

Financial

As part of the disposal process, Council will incur costs associated with the administration of the program, servicing of land blocks, planning costs (rezoning, subdivision etc.), and marketing and conveyancer/solicitor fees.

Council's finance system also identifies a value for these blocks and so the sale will cause Council to incur a net reduction in Council's assets. While Council will see a net gain in cash received from an accounting perspective the costs of sale and reduction in asset value will be netted off against any revenue received on the balance sheet.

The disposal of Council's open space will assist Council's bottom line in a number of ways. One is that Council's ongoing maintenance of these assets will stop providing savings that can be reinvested into meeting required maintenance service levels. The second is that the construction of dwellings on these properties will increase the rate base.

It is proposed that the cash proceeds of sale will be reinvested into the community. The community will be consulted as part of the process for identifying and prioritising spending these funds. It is envisaged that some of these funds will assist Council with improving local open space infrastructure including parks, reserves, playgrounds, and pathways.

Human resources

Council staff will facilitate the process as part of their normal duties.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation	Moderate (C3)	Possible (L4)	Moderate	Council considers all objections received during the statutory consultation process, as required under s. 178 of the Act.
Adverse public reaction of decision to advertise Council's intention of disposal				
Council does not achieve best value for the community on disposal of the land.	Moderate (C3)	Possible (L4)	Moderate	An independent valuation will be obtained by Council and will be considered following the completion of public notification and as part of any decision to proceed with a disposal.
Do not adopt the recommendation	Moderate (C3)	Almost Certain (L5)	Notable	Council considers a strategy for realising land assets that are not required for strategic purposes. Council articulates any issues with the proposed disposal and instructs officers to address these in a future report.
Council will delay the opportunity to potentially dispose of surplus land that serves no strategic purpose and may be able to be disposed of for money or land with greater strategic benefits.				

Community Consultation and Public Relations Implications:

It is recommended that a community consultation process is undertaken before Council decides whether to commence the section 178 process under the Act.

This will provide the community opportunity to raise any significant concerns early in the process and give Council a proper understanding of the community's view of the potential sales. If the section 178 process subsequently commences, any intention to dispose the land will be advertised in accordance with the requirements of section 178. The public will have the opportunity to make submissions during this period additional to the preliminary community consultation process.

Recommendation:

That Council:

1. AUTHORISE Council staff to undertake a community engagement process to identify any concerns in the community that warrant further consideration by Council before proceeding with the Section 178 of the *Local Government Act 1993 (the Act)* in respect to the following properties:
 - No.3 Delwood Drive Lutana (Part of Certificate of Title Volume 64104 Folio 2)
 - No. 119 Pitcairn Street Glenorchy (Certificate of Title Volume 43742 Folio 1)
 - Nos. 11-13 Nielson Drive Montrose (Part of Certificate of Title Volume 46375 Folio 101)
 - No. 53 Springfield Avenue West Moonah (Certificate of Title Volume 113316 Folio 11)
 - No. 36 Elwick Road Glenorchy (Certificate of Title Volume 220338 Folio 2)
 - No. 11 Newman Court Berriedale (Certificate of Title Volume 143454 Folio 3)
 - No. 19a Clydesdale Ave. Glenorchy (Certificate of Title Volume 124973 Folio 3)
2. Provided there are no unresolved concerns arising from community consultation on individual properties, RESOLVE under section 178 of the Act to form an intention to dispose of public land, being:
 - No.3 Delwood Drive Lutana (Part of Certificate of Title Volume 64104 Folio 2)
 - No. 119 Pitcairn Street Glenorchy (Certificate of Title Volume 43742 Folio 1)
 - Nos. 11-13 Nielson Drive Montrose (Part of Certificate of Title Volume 46375 Folio 101)
 - No. 53 Springfield Avenue West Moonah (Certificate of Title Volume 113316 Folio 11)

- No. 36 Elwick Road Glenorchy (Certificate of Title Volume 220338 Folio 2)
 - No. 11 Newman Court Berriedale (Certificate of Title Volume 143454 Folio 3)
 - No. 19a Clydesdale Ave. Glenorchy (Certificate of Title Volume 124973 Folio 3)
3. If concerns are raised during community consultation and remain unresolved, REQUIRE a further report to Council raising the concerns and seeking authorisation to proceed with the section 178 process
 4. Subject to recommendations 1 to 3 (above):
 - a) AUTHORISE the General Manager to take all actions necessary to complete public notification of Council's intent to sell the land in accordance with section 178 of the Act and Council's *Disposal of Council Land Policy*, and
 - b) 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.
 5. INVITE expressions of interest from anyone interested in purchasing the Land, and expressly note this as part of any public notice.

Attachments/Annexures

- 1 Disposal of Council Land Flowchart



- 2 3 Delwood Drive



- 3 119 Pitcairn Street



- 4 11-13 Nielsen Drive



- 5 53 Springfield Avenue



- 6 36 Elwick Road



- 7 11 Newman Court



- 8 19a Clydesdale Avenue



15. OWNER'S CONSENT FOR A MINOR AMENDMENT TO A PLANNING PERMIT AT MAIN ROAD, GLENORCHY (CBD REVITALISATION - PLN-17-280) & DELEGATION TO THE GENERAL MANAGER

Author: Acting Manager Property, Environment and Waste (Alex Woodward)

Qualified Person: Director Infrastructure and Works (Ted Ross)

ECM File Reference: PLN-17-280

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

Action 3.1.4.03 Plan for the sustainable development of the City, ensuring compliance with the planning scheme and community involvement in the planning process

Reporting Brief:

To seek Council's consent, as the owner of land, to the making of a minor amendment to planning permit issued for the Glenorchy CBD Revitalisation Project, to allow for the reconfiguration of garden beds at the Tolosa Street/ Main Road junction, outside the St. Matthews Church frontage and an additional tree removal outside the Northgate Shopping Centre Main Road frontage.

Proposal in Detail:

Under section 43D of the former provisions of the *Land Use Planning and Approvals Act 1993 (LUPAA)*, Council's consent, as the owner of the land, is required for the Council Land to be included in the Planning Application.

Council has not delegated its powers under section 43D to the General Manager. Council's '*General Manager's Permission or Owner's Consent to the Making of Planning Applications*' Directive (approved by the General Manager) expressly provides that Council, and not the General Manager, must determine whether to grant owner's consent for amendment requests.

This results from an inconsistency in the legislation in that the General Manager is the nominated person to consent to planning permit applications involving Council land, but not any minor amendments to planning permit applications involving Council land.

It is a recommendation of the report that the granting of owner's consent to the making of requests for minor amendments to planning applications involving Council land be delegated to the General Manager.

Amendments to previous design

As outlined in the reporting brief, the amendment is seeking minor changes to urban design elements only (see Attachment 1). The changes are as per the following:

- garden bed (at northern end of Tolosa St/Main Rd intersection) made larger – no new trees proposed in this garden bed
- two new garden beds proposed in front of St Matthew's Church, inclusive of trees and seating, and
- additional tree slated for removal, outside The Coffee Club, Northgate.

These amendments are considered minor in nature and consultation is not considered necessary.

It is important to note that Council's consent is being sought only to the making of the application to amend the plans. This does not constitute a decision on adopting the amended plans, which is subject to a formal planning assessment process once owner's (Council's) consent is provided.

Consultations:

Senior Statutory Planner
Acting Property Assets Co-ordinator

Human Resource / Financial and Risk Management Implications:

Financial

There are no financial resource implications as a result of these modifications.

Human resources

There will not be any human resource implications as a result of these modifications.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation Adverse public reaction to the alternative designs. There will not be any financial or human resource implications	Moderate (C3)	Possible (L4)	Moderate	Undertake appropriate public consultation, identifying the need for amended design. Any amendments to the designs are also subject to formal planning assessment processes.
Do not adopt the recommendation Council will impede the implementation of more user-friendly design	Moderate (C3)	Almost certain (L5)	Notable	Council officers investigate satisfactory alternative solutions to allow an agreeable outcome.

Community Consultation and Public Relations Implications:Community consultation

As the modifications proposed are of a minor nature, it is considered that the amendment to existing public displays would adequately inform interested members of the public.

Public relations

There are no material public relations implications.

Recommendation:

That Council:

1. CONSENT, as the owner of the land, to making an amended planning application by Council in relation to the Glenorchy CBD Revitalisation Project; and
2. AUTHORISE the General Manager to take any steps necessary given effect to Council's resolution in paragraph 1 (above), including by signing any required documentation.
3. Authorise the General Manager pursuant to s.56(1) of the *Land Use Planning and Approvals Act 1993* to give owner's consent to requests to amend a planning permit, where these requests involve Council-owned land.

Attachments/Annexures

- 1 Minor Amendment Design Plans



16. BUSHFIRE MITIGATION POLICY

Author: Coordinator Bushfire Management (Rob Whittle)

Qualified Person: Director Infrastructure and Works (Ted Ross)

ECM File Reference: Bushfire Management

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:

Valuing our environment

Objective 3.2 Manage our natural environments now and for the future.

Strategy 3.2.1 Identify and protect areas of high natural values.

Leading our Community

4.1 Govern in the best interests of our community

4.1.1 Manage Council for maximum efficiency, accountability and transparency

Reporting Brief:

To present an updated Bushfire Mitigation Policy to Council for adoption.

Proposal in Detail:

Attachment 1 is a copy of the proposed updated Bushfire Mitigation Policy, which has been prepared by Council's Coordinator, Bushfire Management.

Attachment 2 is a copy of the existing version of the policy which is being updated.

The policy is presented to Council for readoption with minor amendments to better define its key objectives and update key terminology. It was last updated in June 2017.

The Bushfire Mitigation Policy has been developed to delineate Council's perceived bushfire risks to human settlements and loss of life against the actual high risks that Council is responsible for managing. It is reflective of Council's commitment to actively and adaptively mitigate bushfire risks to Glenorchy and the Greater Hobart area.

The policy provides direction for Council to prescribe mitigation treatments for low probability but high impact bushfire events impacting the Greater Hobart community. It also emphasises the critical role that Council plays in bushfire mitigation.

Amendments in updated policy

The primary change to the Policy is to focus its objectives from five key objectives to two 'primary objectives' and a further four 'means objectives' which are used to achieve the primary objectives.

The primary objectives of the revised Policy are:

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

The means objectives are:

- continuously improving bushfire risk mitigation treatments
- delivering a tenure-blind, integrated approach to mitigating bushfire risk
- promoting a 'no-blame, lessons learnt' approach to planned burning, and
- complying with legislative requirements.

Other minor amendments to the policy are to:

- update the responsible directorate to Infrastructure and Works to reflect the recent changes to Council's organisational structure
- update the reference to the relevant Australian and International Standards to AS3959:2018 (Construction of building in bushfire-prone areas) and ISO 31000:2018 (Risk management – Guidelines). Both of these standards were previously the 2009 versions which were in force at the time
- include reference to the 'Hobart Fire Management Area' to emphasize the regional significance of the Policy and Council's tenure blind contribution to bushfire risk reduction, and
- include a version control table.

The readoption of the policy will demonstrate Council's commitment to mitigating the risks associated with bushfire in the municipality and Greater Hobart region, and will instil confidence in external stakeholders of Council's involvement in bushfire mitigation.

Human Resource / Financial and Risk Management Implications:

There are no material human resource or financial implications.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation No material risks have been identified, given the minor nature of the amendments to the policy				
Do not adopt the recommendation The Policy will be less optimal due to the presence of outdated terminology and lost opportunity to better define its focus	Moderate (C3)	Likely (L4)	Notable (12)	Council officers are instructed to review the policies and implement any changes requested by Council as soon as practicable.

Community Consultation and Public Relations Implications:

Community consultation was not required or undertaken. The report recommends a minor change to an existing policy only.

There are not expected to be any material public relations impacts.

Recommendation:

That Council:

ADOPT the revised Bushfire Mitigation Policy in the form of Attachment 1.

Attachments/Annexures

- 1 Bushfire Mitigation Policy (updated)



- 2 Bushfire Mitigation Policy (current)



17. GRANT FUNDING - GLENORCHY COMMUNITY PARK

Author: Acting Manager Property, Environment and Waste (Alex Woodward)

Qualified Person: Director Infrastructure and Works (Ted Ross)

ECM File Reference: Skate Park

Community Plan Reference:

Making lives better

We continue to be a safe, inclusive, active, healthy and vibrant community. Young people will be listened to, involved and included in decision making especially about recreation, entertainment and support services. Young people and their families will be encouraged to play an active part in their education and their community. Community facilities and services are important to us.

Strategic or Annual Plan Reference:

Making lives better

Objective 1.3 Facilitate and/or deliver services to our communities

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

Reporting Brief:

To retract the Council decision made on 27 May 2019 to redistribute grant funds to the YMCA and recommend that Council endorse the commencement of community consultation for a skate pump track to be located at the Montrose Bay Foreshore.

Proposal in detail

At the May 2019 Council meeting, a recommendation was made to Council seeking endorsement of the redirection of \$250,000 grant funding to the YMCA's 'Project Y' indoor skate facility. The advice that Council had at the time of the report was that the grant deed could be re-allocated to the YMCA.

This proposal received widespread support, however there were some concerns raised about the community having to pay for the facility and it being in private hands. As a result of those concerns, the Department of Health and Human Services (DHHS) contacted the Crown Solicitor and, we understand, received advice that Project Y did not fall within the approved purpose of the grant deed and that the funds could not be reallocated and would need to be transferred back to DHHS.

Following the official correspondence from DHHS, Council staff met with the DHHS and discussed the possibility of using the grant funds to install a relocatable modular pump track at the Montrose Bay Foreshore area. DHHS staff were supportive of this proposal and confirmed in writing that it falls within the approved purpose of the deed.

Officers also informed the YMCA of the outcome, and although the YMCA was disappointed with the outcome, it was supportive of the new concept and willing to assist with consultation.

Officers have also undertaken preliminary discussions with our Community Development team and briefed the Healthy Communities Committee who all indicated support for this new proposal.

It is now recommended that Council recommences community consultation around the new proposal for the grant funds and develops a design for the solution. The intention would be to consult with the relevant stakeholders over the coming weeks and then return to Council at the September meeting with a proposal for endorsement.

Human Resource / Financial and Risk Management Implications:

Financial

If supported, Officers will consult with the community around the potential of using the \$250,000 grant funds to install a pump track at the Montrose Bay foreshore.

If unsupported, Council would return \$250,000 to the DHHS or would undertake further investigations, depending on Council's comments.

Human Resources

If supported, there will be staff costs associated with the design, consultation, installation and overall project management.

Risk Management:

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation				
Criticism from stakeholders about the redirection of the fund to a facility outside the immediate Glenorchy CBD area.	Minor (C2)	Unlikely (L2)	Low	Reasons for the decision and the benefits of it are adequately communicated to the public.

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Do not adopt the recommendation	Moderate (C3)	Almost Certain (L5)	Significant	Council investigates other options for the installation of a skate park.
Lost opportunity to develop a skate facility in proximity to the Glenorchy CBD, leading to criticism of Council and poor community outcomes.				
Council is unable to spend the grant amount, leading to reputational damage and difficulties in obtaining similar grant funding in the future.	Moderate (C3)	Likely (L4)	Notable	Council prepares a business case or position paper to be submitted to the department explaining why the acquittal of the grant funding was impractical.

Community Consultation and Public Relations Implications:

Extensive community consultation has occurred over many years, however as this is a new design, additional consultation will be carried out with the skate community, Montrose Bay High School and the general public.

Recommendation:

That Council:

1. RESCIND its resolution of 27 May 2019 (item 17) to redistribute grant funds to the YMCA in accordance with regulation 18(1)(a) of the *Local Government (Meeting Procedures) Regulations 2015*, and
2. ENDORSE the commencement of a consultation process with relevant stakeholders for the potential for the grant funds to be used to construct a modular pump track system at the Montrose Bay Foreshore.

Attachments/Annexures

Nil

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

Question Taken on Notice – Ald Dunsby (24 June 2019)

Ald. Dunsby asked two questions in relation to Council's use of glyphosate-based herbicides. The first was answered at the 24 June Council meeting.

The second was taken on notice and is answered below.

Q. Is dye utilised to make it apparent where the glyphosate has been used?

A. No.

18.1 NOTICE OF MOTION - ALD DUNSBY - TRAFFIC ON ABBOTSFIELD ROAD, CLAREMONT

Author: Executive Officer (Bryn Hannan)

Qualified Person: Director Infrastructure and Works (Ted Ross)

ECM File Reference: Notice of Motion

Reporting Brief:

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

Motion:

That Glenorchy City Council work with the Department of State Growth to mitigate the speed of traffic entering Abbotsfield Road, Claremont, from the Brooker Highway.

Rationale:

At the Glenorchy Planning Authority meeting on Monday 15 July 2019, a total of 65 units in Abbotsfield Road, Claremont, received planning approval.

Traffic impact studies indicated the average movements of the collective households, per day, will be increased in the vicinity of 325. However, the studies have not taken into account the impact at the point where vehicles exit the Brooker Highway and enter Abbotsfield Road, often travelling in excess of the speed limit on Abbotsfield Road of 50 km/h.

Residents who live in the houses at this point experience difficulty with entry to and exit from their driveways due to the speed of the traffic and need to rely on both visual and audio observations of traffic movements to undertake these manoeuvres. There is also a high risk to pedestrians crossing the road in this vicinity.

Before the construction of these units commence, could consultation between the Traffic Engineers of the respective named organisations be held, and traffic mitigation strategies put in place.

Officers Response:

An Officer's response will be provided prior to, and tabled at, the Council meeting.

Recommendation:

A recommendation will be tabled at the Council meeting.

Attachments/Annexures

Nil

CLOSED TO MEMBERS OF THE PUBLIC

19. CONFIRMATION OF MINUTES (CLOSED MEETING)

That the minutes of the Council Meeting(Closed Meeting) held on 24 June 2019 be confirmed.

20. APPLICATIONS FOR LEAVE OF ABSENCE

GOVERNANCE

21. KGV SPORTS AND COMMUNITY PRECINCT - PROJECT UPDATE

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)(b) (Information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the Council is conducting, or proposes to conduct, business) and (2)(g) (Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential).

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