COUNCIL MEETING
AGENDA
MONDAY, 31 JANUARY 2022

GLENORCHY CITY COUNCIL

QUALIFIED PERSON CERTIFICATION

The Acting 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.

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Jenny Richardson
Acting General Manager
25 January 2022

Hour: 6.00pm

Present (in Chambers):

Present (by video link):

In attendance (in Chambers):

In attendance (by video link):

Leave of Absence:

Workshops held since last Council Meeting	Monday, 17 January 2022 **Purpose:** To discuss: • New Bridgewater Bridge project update **Date:** Monday, 24 January 2022 **Purpose:** To discuss: • Discuss potential change to GPA starting time

TABLE OF CONTENTS:

1. APOLOGIES

2. CONFIRMATION OF MINUTES (OPEN MEETING)

That the minutes of the Council meeting held on 20 December 2021 be confirmed.

3. ANNOUNCEMENTS BY THE CHAIR

4. PECUNIARY INTEREST NOTIFICATION

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

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 – Janiece Bryan, Montrose
(received 23 January 2022)

Potential danger from Brooker Highway traffic in vicinity of proposed Montrose Foreshore Playspace.

Council has acknowledged and stated in answer to public questions 26 July 2021:

"*the Brooker Highway crossing at this intersection is potentially dangerous, and that any increase in traffic using the crossing is likely to exacerbate any danger. However, Council would not proceed with any construction work on the proposed Playspace until reasonable measures to adequately mitigate any increased risk had been investigated and/or implemented*"

When the Specific Area Plan was prepared a few years ago there were 40,000 vehicles per day travelling past this area with an 80 kph speed limit (including heavy transport trucks). We all know young people have trouble judging car speeds, distances travelled and will be continually crossing this busy 4 lane highway. Younger children will follow older children across the highway on scooters and skateboards without parental supervision. Due to the nature of the skateboarding activity they will spend hours there and make their own way to and from the Playspace. In addition, infrastructure and safety provision plans for family cars entering and exiting the Playspace, with fast moving traffic on the Highway at this intersection, needs to be provided to satisfy community concerns.

Q1. Council states on 15 December 2021 "*We're now working on getting these designs 'construction ready' so we can get this project going in 2022!*". As Council promised it would not proceed with any construction work prior to investigating this potentially dangerous intersection, could Council please explain the actions that have been planned to "adequately mitigate any increased risk" to the public and our young people approaching entering and exiting the Playspace site?

A. The playspace project for Montrose Bay Foreshore has been deferred and all focus is now on completing the proposed playspace at Giblins Reserve. This decision was made by Council based on several factors, including the traffic access situation and escalating construction costs, making the completion of two comparable Playspaces unachievable within the available funding.

Q2. Has an updated Traffic Impact Assessment (TIA) been carried out?

A. Council has been working with the Department of State Growth (DSG) on the safety of the intersection at Duncan Street, Foreshore Road, and the Brooker Highway.

Any changes to the traffic flow on the Brooker Highway are managed by DSG. DSG has advised that they are currently investigating the installation of traffic lights at this intersection. They have engaged a qualified traffic consultant to undertake the design work for the traffic signals as well as any traffic analysis that is required.

DSG has not yet confirmed when the installation of the traffic signals will happen, but we will provide a further update once this has been confirmed.

Q3. Does the plan for this site include the installation of adequate lighting of the Playspace and Brooker Highway intersection?

A. As the Playspace project at Montrose Bay Foreshore is now deferred there will not be any additional lighting at this location. Any additional intersection lighting will be assessed as part of the traffic study being undertaken by DSG to meet the current standards.

7. PETITIONS/ADDRESSING COUNCIL MEETING (DEPUTATION)

COMMUNITY

Community Goal: "Making Lives Better"

8. ACTIVITIES OF THE MAYOR

Author: Mayor (Ald. Bec Thomas)

Qualified Person: General Manager (Tony McMullen)

ECM File Reference: Mayoral Announcements

Community Plan Reference:

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

Strategic or Annual Plan Reference:

Objective 4.1 Govern in the best interests of the community

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

Reporting Brief:

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

Proposal in Detail:

The following is a list of events and external meetings attended by Mayor Thomas during the period Monday, 13 December 2021 to Saturday, 22 January 2022.

Monday 13 December 2021

- Visited the Understorey Network nursery and native garden at Tolosa Park and met with volunteers
- Guest speaker at Knight Frank Women in Leadership session
- Attended the Bucaan Community House Christmas lunch
- Chaired the Council Workshop

Tuesday 14 December 2021

- Met with Collinsvale Primary School students to discuss play spaces
- Attended the West Moonah Community House Volunteer’s Christmas lunch
- Attended the Windermere Primary School Grade Six Assembly
- Chaired the CBD Safety Roundtable meeting

Wednesday 15 December 2021

- Opened the new Glenorchy Spotlight Store
- Attended the LGAT General Management Committee meeting
- Attended the Premier’s Local Government Council meeting

Saturday 18 December 2021

- Attended the Glenorchy Lions Club Family Christmas Picnic

Sunday 19 December 2021

- Attended the Collinsvale Market

Tuesday 21 December 2021

- Attended the Greater Hobart Mayor's Forum

Mayor Thomas was on annual leave between 5 January and 16 January 2022, and returned to work on Monday, 17 January 2022.

Monday 17 January 2022

- 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 Monday, 13 December 2021 to Saturday, 22 January 2022.

Attachments/Annexures

Nil.

ECONOMIC

Community goal: "Open for Business"

9. ECONOMIC DEVELOPMENT STRATEGY - YEAR TWO UPDATE

Author:	Manager City Strategy and Economic Development (Erin McGoldrick)
Qualified Person:	Director Strategy and Development (Samantha Fox)
ECM File Reference:	Economic Development Strategy 2020 - 2025

Community Plan Reference:

<u>Open for business</u>

We will create a strong economy and jobs for the future. We will encourage business diversity, innovation and new technologies to stimulate jobs, creativity and collaboration. We will be a place where business can establish, continue and flourish.

Strategic or Annual Plan Reference:

<u>Open for business</u>

Objective 2.1	Stimulate a prosperous economy
Strategy 2.1.1	Foster an environment that encourages investment and jobs
Strategy 2.1.2	Build relationships with government and the private sector that crate job opportunities for our communities
Action 2.1.2.01	Implement the Economic Development Strategy and Economic Recovery Plan

Reporting Brief:

To update Council on the status of implementation of the *Glenorchy Economic Development Strategy 2020-2025* and the *Economic Recovery Program*.

Proposal in Detail:

Council endorsed the *Glenorchy Economic Development Strategy 2020 – 2025* at the February 2020 Council meeting, just weeks prior to the global COVID-19 pandemic impacting Tasmania. The Strategy was developed by identifying the gaps and opportunities inherent in the existing economic landscape and provided a sound basis for the development of the Economic Recovery Program in response to COVID-19.

The long-term nature of economic development initiatives provides insulation against acute shocks such as the COVID-19 pandemic and mitigates disbenefits (such as job losses and business closures) during periods of economic contraction.

The strategy aims to deliver against five objectives.

- Places - we will improve our places to reflect who we are and encourage people to stay a while. Our welcoming City will include lively, connected hubs of activity that attracts residents, visitors, businesses and investors

- People - we will draw on our diversity and entrepreneurship to foster new businesses. We will support learning to ensure our people have the skills they need, for the jobs they want
- Partners - we will strengthen partnerships to drive economic growth and innovation in our City. Our partners will share our vision and value our collaboration
- Pillars - we will grow from our fundamental strengths; our land, natural and built assets, community, diversity and economy. We will make sure that our pillars contribute to jobs and opportunities for businesses
- Pride - we will build pride and confidence in our people and our economy. We will embrace who we are and show the world what we do well and where we are going. We will be the best version of ourselves.

A detailed update on the Economic Development Strategy actions that contribute to these objectives is provided in Attachment 1 (Glenorchy Economic Development Strategy 2020-2025 Implementation Report – March 2021 to January 2022).

The second year of implementation of the fifty actions in the Glenorchy Economic Development Strategy is well underway with:

Actions completed	Actions commenced	On hold	Deferred to future years
13	26	1	10

Highlights include:

- COMA – Over the months of May and June 2021, 10 murals across seven locations along the Intercity Cycleway between Moonah to Mona were painted by local Tasmanian Artists
- Showcase – Local artists, innovators and community members delivered 14 events in May and June 2021, attracting thousands of people to the area, increasing business turnover, and celebrating Moonah's unique character
- Small Business Activation and Improvement Grants – Grants were released in Moonah, Glenorchy, and Claremont, seeing shopfront refurbishments, upgraded signage, outdoor dining, and improved local business resilience
- Glenorchy Jobs Hub – The Hub opened in August 2021, and has placed more than 100 people in jobs, and provided employment support to 413 local people as of early January 2022
- Marine and Innovation Masterplan – The plan was endorsed and is now guiding development and investment in the City's significant international export cluster at Prince of Wales Bay

- National Awards – The Economic Recovery Program was recognised as the best economic recovery and resilience project in Australia, by Economic Development Australia. Showcase Moonah was recognised as the most equitable, diverse, and inclusive economic development project in Australia, by Economic Development Australia.

<u>Economic growth targets</u>

The targets set for the five years of the Economic Development Strategy measure:

- Gross regional product annual growth rate (net wealth generated)
- Employment growth annual growth rate
- Population growth as estimated resident population; and
- Resident workers post-secondary qualifications.

Glenorchy's gross regional product (GRP) in the twelve months to June 2021 will not be available until mid-February 2022. However, the most recent CommSec data (from October 2021) indicates Tasmania is ranked first, relative to other states, on construction, retail spending, relative unemployment and dwelling starts. Tasmania also ranks second on equipment investment, relative economic growth, and relative population growth.

In mid-February 2022, when GRP figures for the twelve months to June 2021 become available, officers will provide updated figures to Council.

Glenorchy's employment growth rate in the twelve months to June 2021 will also not be available until mid-February 2022. However, Glenorchy's unemployment total contracted between the June 2020 (9.1%) and June 2021 (8.1%) according to Small Area Labour Markets (SALM) data. The City's investment pipeline, combined with a gradual return to border opening post-COVID and the establishment of the Glenorchy Jobs Hub is likely to influence further contraction of unemployment during the period to June 2022.

In mid-February 2022, when local employment data for the twelve months to June 2021 become available, officers will provide updated figures to Council.

Population growth and resident workers qualifications information is scheduled to be released as part of the 2021 census data in late 2022.

Consultations:

Senior Advisor Precinct Design
Senior Strategic Planner
Economic Development Coordinator
Program Manager Economic Recovery
Workforce Development Facilitator – Glenorchy Jobs Hub
Chief Financial Officer

Human Resource / Financial and Risk Management Implications:

Financial

A $5 million loan under the COVID-19 Tasmanian Government Loan Scheme is the primary funding source for delivery of the Economic Development Strategy, through the Economic Recovery Program. The cessation of the CityScape Phase 1 Project resulted in $1.8 million returned to TasCorp, reducing the total loan to $3.2 million. The total loan amount is interest-free for three years and will be fully repaid by December 2025.

In addition to this, Council has received two tranches of grant funding to support the establishment, and begin service delivery, at the Glenorchy Jobs Hub. The first tranche covered establishment costs during the 2020/21 financial year, at a total of $330,000. The second tranche of funding totals $970,000 for operations to June 2022. A key objective of the Jobs Hub is to identify external sources of revenue or funding for ongoing operation beyond June 2022.

Human resources

There are no human resource implications.

Risk management

The report is an update for Council to note, there are no material risks associated with the provision of the information.

Community Consultation and Public Relations Implications:

Quarterly updates on implementation are provided to the EPIC (Economic Participation Implementation Collaboration) Group, which assisted in the creation of the Glenorchy Economic Development Strategy in 2019/20.

Input into implementation is regularly sought from the EPIC stakeholders, with many of the more than 80 members participating in project reference groups as required.

Ongoing engagement with businesses occurs through the Activity City website and monthly EDM newsletter.

Recommendation:

That Council:

> RECEIVE and NOTE the attached Glenorchy Economic Development Strategy 2020-2025 Implementation Report – March 2021 to January 2022.

Attachments/Annexures

1 Glenorchy Economic Development Strategy 2020-2025
⇨ Implementation Report - March 2021 to January 2022

10. DETERMINATION OF PLANNING APPLICATIONS 2021

Author:	Coordinator Planning Services (Trevor Boheim) Senior Strategic Planner (Lyndal Byrne)
Qualified Person:	Director Strategy and Development (Samantha Fox)
ECM File Reference:	Development Applications 2021

Community Plan Reference:

Open for business

We will create a strong economy and jobs for the future. We will encourage business diversity, innovation and new technologies to stimulate jobs, creativity and collaboration. We will be a place where business can establish, continue and flourish.

Leading Our Community

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

Strategic or Annual Plan Reference:

Open for business

Objective 2.1	Stimulate a prosperous economy
Strategy 2.1.1	Foster an environment that encourages investment and jobs
Strategy 2.1.2	Build relationships with government and the private sector that crate job opportunities for our communities

Leading our Community

Objective 4.1	Govern in the best interests of our communities.
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 update Council on the assessment and determination of 580 planning applications during the 2021 calendar year (including 662 multiple dwellings), a significant increase on previous years.

Proposal in Detail:

During 2021, a total of 580 planning applications were determined by Council's Planning Services team, representing a significant increase on those assessed and determined in previous years. The total includes 458 applications for planning permits and 122 applications for confirmation of 'No Permit Required' status.

A large proportion of these applications were for residential development, with 228 planning permits granted for single dwellings and associated development and 68 planning permits granted for multiple dwellings (amounting to 662 new multiple dwelling units). A further 125 permits were granted during 2021 for non-residential development.

Total Number of Planning Applications Determined

Of the 580 planning applications determined, 56 were determined by the Glenorchy Planning Authority and 524 were determined under delegated authority.

A further eight planning applications were cancelled due to lack of progress and 29 planning applications were withdrawn, bringing the total number of planning applications that were finalised in 2021 to 617.

No planning applications were refused in 2021, largely as a result of applications that could not be recommended for approval by statutory planning officers being either withdrawn by applicants or the proposals amended so they could be approved.

Planning Permits and 'No Permit Required' Certification

Of the 580 planning applications determined during 2021, a total of 458 were applications for planning permits and 122 were applications for confirmation of 'No Permit Required' Status. The outcome of the 122 'No Permit Required' applications was that 108 were issued with a 'No Permit Required' Certification and 16 were determined to require a planning permit.

Residential Approvals for Single Dwellings

A total of 147 applications for planning permits were granted for single dwellings during 2021. The locations of these dwellings are as follows:

- Austins Ferry – 103
- Berriedale – 6
- Claremont – 9
- Glenlusk – 1
- Glenorchy – 4
- Granton – 12
- Lenah Valley – 5
- Moonah – 3
- Rosetta – 1
- West Moonah – 3

The large number of approvals in Austins Ferry is a result of the release of land in the Whitestone Point estate which is the largest residential subdivision in the municipality.

A further six planning permits were granted for Ancillary Dwellings, with one being granted in each of the following locations: Austins Ferry, Claremont, Collinsvale, Glenlusk, Moonah and Rosetta.

Planning permits were granted for 38 additions or alterations to single dwelling in 2021 with the locations being as follows:

- Austins Ferry – 2
- Berriedale – 3
- Chigwell – 1
- Claremont – 2
- Collinsvale – 4
- Derwent Park – 1
- Glenorchy – 4
- Granton – 3
- Lutana – 6
- Montrose – 4
- Moonah – 3
- Rosetta – 3
- West Moonah – 2

Planning permits were also granted for 37 residential outbuildings (sheds, garages, gazebos etc.) with the locations as follows:

- Austins Ferry – 3
- Berriedale – 2
- Chigwell – 3
- Claremont – 11
- Collinsvale – 1
- Derwent Park – 1
- Glenlusk – 1
- Glenorchy – 5
- Granton – 5
- Lutana – 1
- Montrose – 2
- Moonah – 1
- Rosetta – 1

As not all single dwellings, ancillary dwellings additions and alterations to single dwellings and residential outbuildings require a planning permit, the above should not be taken as a measure of overall activity.

Residential Approvals for Multiple Dwellings

A total of 68 applications for planning permits were granted in 2021 for multiple dwelling developments during 2021. This mix of these was as follows:

- 32 permits approved one new dwelling on a lot with an existing dwelling
- 7 permits approved two new dwellings on a lot with an existing dwelling
- 2 permits approved three new dwellings on a lot with an existing dwelling
- 27 permits approved multiple dwellings on lots without an existing dwelling

Of the 27 planning permits that approved multiple dwellings on lots without an existing dwelling:

- 10 were for two multiple dwellings
- 5 were for between three and five multiple dwellings
- 4 were for between six and ten multiple dwellings
- 1 was for 15 multiple dwellings
- 2 were for 20 multiple dwellings
- 1 was for 21 multiple dwellings
- 1 was for 37 multiple dwellings
- 2 were for 55 multiple dwellings
- 1 was for 315 multiple dwellings

The total of new dwellings approved as multiple dwellings in 2021 was 662 dwellings. The locations of these 662 multiple dwellings are as follows:

- Austins Ferry – 9
- Chigwell – 55
- Claremont – 436 (with 315 in the Cadbury Road development)
- Glenorchy – 77
- Goodwood – 2
- Lutana – 4
- Montrose – 1
- Moonah – 44
- Rosetta – 23
- West Moonah – 11

Even without the Cadbury Road mixed use development (Windermere Bay), the suburb with the greatest number of multiple dwelling approvals was Claremont. When allowance is made for the total for Chigwell being for a single development, the other focusses of multiple dwelling activity in the municipality were Glenorchy and Moonah.

To complete the picture for residential development, a further 10 permits were granted for alterations and additions for existing multiple dwellings and four permits were granted for visitor accommodation.

Non-Residential Approvals

A total of 125 applications for planning permits were granted in 2021 for non-residential development. This mix of the Use Classes for these was as follows:

- 1 permit for Bulky Goods Sales
- 12 permits for Business and Professional Services
- 8 permits for Community Meeting and Entertainment
- 12 permits for Educational and Occasional Care
- 1 permit for Equipment and Machinery Sales and Hire
- 21 permits for Food Services
- 15 permits for General Retail and Hire
- 6 permits for Manufacturing and Processing
- 3 permits for Passive Recreation
- 1 permit for Recycling and Waste Disposal
- 1 permit for Resource Development
- 7 permits for Resource Processing
- 5 permits for Service Industry
- 12 permits for Sports and Recreation
- 14 permits for Storage
- 5 permits for Utilities
- 1 permit for Vehicle Fuel, Sales and Service

The locations of these 125 permits are as follows:

- Austins Ferry – 6
- Berriedale – 5
- Claremont – 8
- Collinsvale – 2
- Derwent Park – 16
- Glenorchy – 34
- Goodwood – 5
- Granton – 2

- Lutana – 3
- Montrose – 1
- Moonah – 41
- West Moonah – 2

Almost three-quarters of planning permits granted for non-residential development were in Derwent Park, Glenorchy and Moonah.

Subdivision

A total of 15 applications for planning permits for subdivision or boundary adjustment were granted in 2021. These consisted of:

- 6 permits for boundary adjustment
- 5 permits to create one new lot
- 1 permit to create two new lots
- 1 permit to create three new lots
- 1 permit to create four new lots
- 1 permit to create 16 new lots.

Significant and notable developments approved in 2021

The following significant and notable planning permits were granted in 2021:

- Redevelopment of the Derwent Entertainment Centre (now MyState Bank Arena)
- A mixed-use retail, educational, community and residential development comprising 315 multiple dwellings in Cadbury Road, Claremont
- Further development of the Museum of Old and New Art (MONA) in Berriedale.
- A mixed-use commercial and residential redevelopment comprising 21 multiple dwellings in Hopkins Street, Moonah
- New library building, maintenance facility and extensions to school buildings at St Virgils College in Austins Ferry
- Alterations and additions to the Guilford Young College in Glenorchy
- Alterations to Northgate shopping centre in Glenorchy
- Upgrading works at the Nyrstar zinc smelter in Lutana
- 55 multiple dwellings in Allunga Road, Chigwell
- 55 multiple dwellings in Abbotsfield Road, Claremont
- 37 multiple dwellings in Branscombe Road, Claremont

Summary

The total number of planning permits determined in 2021 was 580 which is the highest in any year.

The focus of new residential activity in Austins Ferry reflects the development of the Whitestone Point estate, which is the largest new residential subdivision in the municipality. The total number of new multiple dwellings (662) is indicative of the increasing importance of medium density housing to accommodate the growing population of Claremont, Glenorchy and Moonah.

Non-residential development activity is an outcome of the growth and change of individual businesses and service providers and is focussed in Derwent Park, Glenorchy and Moonah.

This significant increase in planning applications determined in Glenorchy demonstrates high investor, developer and business confidence in the City, and that Council's open for business approach is working.

Consultations:

Glenorchy Planning Authority
Executive Leadership Team
Manager Development
Senior Strategic Planner
Coordinator Planning Services

Human Resource / Financial and Risk Management Implications:

Financial

Increased numbers of planning and development applications assessed and determined resulted in increased revenue for Council in both 2020-21 and 2021-22 to date, as outlined in the monthly Financial Report.

Human resources

Increased numbers of applications requiring assessment has meant considerably increased workloads for Councill officers in the Development Department, as well as other departments of Council who provide advice on applications.

Risk management

The report is an update for Council to note, there are no material risks associated with the provision of the information.

Community Consultation and Public Relations Implications:

Advertising of all required applications has been undertaken in accordance with the statutory requirements under the *Land Use Planning and Approvals Act 1993*.

Recommendation:

That Council:

> RECEIVE and NOTE the report outlining the significant increase in planning applications determined in 2021 to 580 applications, including approval for 662 multiple dwelling units.

Attachments/Annexures

Nil.

GOVERNANCE

Community goal: “Leading our Community”

11. DELEGATIONS TO STREAMLINE PLANNING PERMIT ASSESSMENTS

Author:	Senior Strategic Planner (Lyndal Byrne)
Qualified Person:	Director Strategy and Development (Samantha Fox)
ECM File Reference:	Delegations

Community Plan Reference:

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Strategic or Annual Plan Reference:

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

Statement of Commitment on Housing

Recognising housing as a basic human right, Glenorchy City Council is committed to facilitating access for our residents to a diversity of safe, liveable, accessible and affordable housing options in our City.

Reporting Brief:

To seek Council's approval to update delegations for senior planning staff to improve timeliness in determining applications for planning permits.

Proposal in Detail:

Glenorchy City Council, as a Planning Authority, has numerous powers in relation to the determination of land use and planning matters under the *Land Use Planning and Approvals Act 1993* (**LUPAA**).

Section 6(3) of LUPAA, provides that Council may, by resolution, delegate any of its functions or powers under LUPAA (other than the power of delegation) to a person employed by Council. Council has recently delegated functions and powers under sections 56, 57 and 58 of the *Land Use Planning and Approvals Act 1993* (**LUPAA**) directly to senior Council staff.

At its meeting of 20 December 2021, Council considered a report on increasing housing density in Glenorchy and noted that a report in respect to delegations for planning approvals, to further streamline planning processes for residential development, would be brought to Council in 2022.

Delegating certain powers under LUPAA to staff in Council's planning section increases efficiency, by discharging various administrative and lower-level decision-making functions, while enabling the Glenorchy Planning Authority (**GPA**) to retain the power to determine more substantial planning matters.

For the reasons set out in detail in this report, it is proposed that Council's senior planning staff, being the Coordinator Planning Services, Senior Statutory Planner and Senior Strategic Planner (**Senior Planning Officers**) be granted the power to determine applications for permits under s57(2) and (6) only in the following circumstances:

1. If the time in which the planning authority must grant or refuse a permit will expire prior to the next scheduled meeting of the Glenorchy Planning Authority, and the applicant has refused to grant an extension to that time period
2. Where use or development is prohibited
3. All permit applications where three (3) or less opposing representations have been received, and regardless of whether formal comments have been provided by the Regulated Entity pursuant to Section 56Q of the *Water and Sewerage Industry Act 2008*, except for the following:
   (a) use and development is for six (6) or more multiple dwellings
   (b) residential uses are relying on a discretion to the development standards for car parking requirements
   (c) the proposal is for subdivisions creating five (5) lots or more, or
   (d) the estimated cost of new development, except for multiple dwelling development, exceeds $1,000,000.

A comparison of the changes between the current and the proposed delegations is included in Attachment 1 to this report. The rationale for the proposed changes is set out below.

Break down of GPA decisions in 2021

The Glenorchy Planning Authority (**GPA**) determined 56 applications in 2021. The average number of representations for a GPA report was 1.3 representations. In breaking this down:

- four of the 56 applications had more than three representations
- five applications had three representations

- nine applications attracted two representations
- 23 applications attracted one representation only, and
- 15 applications attracted no representation but were decided by the GPA because there was no delegation for Senior Planning Officers do so.

Of the 15 applications which attracted no representations:

- two applications were residential development (dwellings) with a parking shortfall
- four applications were for five or more dwellings
- one application was recommended for refusal, and
- eight applications were large projects (commercial or industrial) with an estimated cost of development over $500,000.

Of the 56 applications decided by the GPA in 2021, 10 applications were for more than four dwellings (Senior Planning Offices currently have delegation for up to four dwellings if no representations are received). Key elements of these proposals are listed below:

Number of dwellings	Social / Affordable Housing	Number of representations
20	Yes	5
8	No	3
5	No	0
6	Yes	0
8	No	1
15	Yes	0
20	No	0
37	No	1
55	Yes	1
10	No	10

There is no apparent pattern as to why representations are made. The numbers do show most applications attracted less than three representations. In fact, seven of the 10 applications attracted less than three representations per application. It is noted that of the 10 multiple dwelling developments with more than four dwellings, four were for social/affordable housing and six were not social/affordable housing developments.

It is also noted that eight projects, which received no representations, were determined by the GPA as the estimated cost of works was more than $500,000.

<u>Resourcing impacts</u>

Increasing the delegations for Senior Planning Officers would result in significant efficiencies in resources for Council. On average, it takes three (3) hours for planning officers to prepare and present documentation for a GPA report. One administration officer spends approximately 1.5 hours per item to prepare the GPA agenda. Other Council officers (e.g. Traffic Engineer, Development Engineer, Environmental Health

Officers or Heritage Officer) are required to attend the GPA meetings from time to time, and senior officers (Senior Statutory Planner, Coordinator Planning Services, Manager Development and Director Strategy and Development) attend each GPA meeting.

Based on the 2021 GPA application data, if Senior Planning Officers could determine applications receiving up to three representations, an additional 37 applications could have been decided under delegation. This would equate to about 111 hours for planning officers and about 55 hours for administration officers for 2021. Should the delegations be granted, similar time savings could be expected each year, and this time could be spent on assessing applications, improving timeframes and delivering more decisions on all types of development within the City faster.

Increasing delegations, in particular for multiple dwellings, from four (4) to six (6) dwellings (where three (3) or less representations have been received) would assist in the delivery of more housing for our community.

From the developer's perspective, as the GPA only meets once a month, not all applications that need to go to GPA can be determined within the 42-day time frame. Developers are often asked to agree to an extension of time to enable the decision to be made at a GPA meeting. If delegations to Senior Planning Officers were increased, many developers would receive permits in less time, without further extensions to the assessment timeframe required.

Delegations in other Councils

The planning staff at Kingborough and Hobart City Councils have delegation to determine applications where three (3) representations are received.

Clarence City Council planning staff have delegation to determine applications where one representation has been received. For Hobart and Kingborough these are 'flat' delegations and there are no other restrictions such as applications being for more than a certain number of dwellings or above a certain cost of works. At Clarence City Council, all projects over $10 million must be considered by Council.

Revised delegations under LUPAA Section 57 (2) and (6)

It is recommended that delegations for Senior Planning Officers be altered to enable Senior Planning Staff to determine applications where up to four opposing representations have been received (ie three or less representations), except for:

- large projects (five or more lot subdivision, six or more multiple dwellings, large scale non-residential development projects over one million dollars), and for any residential use that seeks a discretion for car parking.

The qualifications to the delegations would ensure that larger subdivisions and multiple dwelling development proposals that receive any representations would still be determined by the GPA. Further, any car parking discretion for residential uses that received any representations would also still be considered by the GPA.

No appeal rights for representors would be affected if the delegations were changed. Further, Senior Planning Officers would be able to decide not to make a decision under delegation and refer the application to the GPA for its determination if this was considered appropriate. This would be considered on a case-by-case basis.

Increasing the level of delegations would enable the GPA to continue to play a key role in determining planning matters of importance to the community, particularly where there are issues related to car parking and for larger multiple dwelling developments.

Increasing the level of delegations is considered a proactive option to assist in reducing assessment timeframes across the board, including for housing projects, and reducing red tape.

Consultations:

Director Strategy and Development
Acting Manager Development
Coordinator Planning Services
Senior Statutory Planner
Senior Legal Counsel

Human Resource / Financial and Risk Management Implications:

There are no material financial or human resources implications.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation Adverse public reaction from representors who will not have their representation considered by elected members	Moderate (C3)	Possible (L3)	Medium	Planning staff are required to consider all representations received in their assessments; and no appeal rights are impacted by the proposed delegation changes.
Do not adopt the recommendation Increasing pressure on staff resources is likely to continue to increase timeframes for decision making and some decisions may not be made with-in the 42-day statutory time frame.	Moderate (C3)	Likely (L4)	High	Consider other mechanisms to reduce timelines such as increasing staff numbers, noting that this increases overall costs to Council. Revise report and resubmit to Council for reconsideration

Community Consultation and Public Relations Implications:

Given that this is an internal governance matter, community consultation is not required or appropriate.

Advertising of all required applications will continue to be undertaken in accordance with the statutory requirements under LUPAA and no appeal rights for representors would be affected if the delegations were changed.

Recommendation:

That Council:

1. DELEGATE Council's relevant functions and powers under section 57 of the *Land Use Planning and Approvals Act 1993* (LUPAA) to the positions of:

   - Coordinator Planning Services
   - Senior Statutory Planner, and
   - Senior Strategic Planner

   as follows:

Section	**Power**	**Condition**
Sections 57(2) and (6)	The power to determine applications for discretionary permits.	Only in the following circumstances: 1. If the time in which the planning authority must grant or refuse a permit will expire prior to the next scheduled meeting of the Glenorchy Planning Authority, and the applicant has refused to grant an extension to that time period. 2. Where use or development is prohibited. 3. All permit applications where three (3) or less opposing representations have been received, and regardless of whether formal comments have been provided by the Regulated Entity pursuant to Section 56Q of the 2008, except for the following: (a) Use and development is for six (6) or more multiple dwellings. (b) Residential uses are relying on a discretion to the development standards for car parking requirements. (c) The proposal is for subdivisions creating five (5) lots or more. (d) The estimated cost of new development, except for multiple dwelling development, exceeds $1,000,000.

2. NOTE, for the avoidance of any doubt, that the changes to the delegations as a result of the resolution in paragraph 1:

   (a) supersede any previous delegations given under sections 57(2) and (6) of the *Land Use Planning and Approvals Act 1993* to the positions of Coordinator Planning Services, Senior Statutory Planner or Senior Strategic Planner; and

   (b) do not in any way affect any other delegations currently given to the positions of Coordinator Planning Services, Senior Statutory Planner or Senior Strategic Planner under the *Land Use Planning and Approvals Act 1993* or any other Act.

Attachments/Annexures

1 Table of changes to delegations

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12. ADOPTION OF REVISED 2022 GLENORCHY PLANNING AUTHORITY MEETING TIMES

Author:	Director Strategy and Development (Sam Fox)
Qualified Person:	Acting General Manager (Jenny Richardson)
ECM File Reference:	Council Meetings

Community Plan Reference:

Leading our community

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

Strategic or Annual Plan Reference:

Leading our community

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

Reporting Brief:

To recommend that Council revised Glenorchy Planning Authority meeting times for the 2022 calendar year.

Proposal in Detail:

Under regulation 7(2) of the *Local Government (Meeting Procedures) Regulations 2015* (**Regulations**), Council is required to publish the times and places of ordinary meetings of Council and Council Committees (as known) for the next 12 months.

This report seeks Council's adoption of the revised times for Glenorchy Planning Authority meetings, which will then be published in The Mercury and on Council's website as required under the regulations.

A list of the proposed meeting dates and times for meetings of the Glenorchy Planning Authority is Attachment 1.

Glenorchy Planning Authority meeting dates

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

In November 2021, Council adopted GPA meeting dates for 2022 as follows:

Meeting of	Day	Date	Start time
Glenorchy Planning Authority	Monday	24 January 2022	5:00 pm
Glenorchy Planning Authority	Monday	21 February 2022	5:00 pm
Glenorchy Planning Authority	Monday	21 March 2022	5:00 pm
Glenorchy Planning Authority	Wednesday	20 April 2022	5:00 pm
Glenorchy Planning Authority	Monday	16 May 2022	5:00 pm
Glenorchy Planning Authority	Tuesday	14 June 2022	5:00 pm
Glenorchy Planning Authority	Monday	11 July 2022	5:00 pm
Glenorchy Planning Authority	Monday	8 August 2022	5:00 pm
Glenorchy Planning Authority	Monday	5 September 2022	5:00 pm
Glenorchy Planning Authority	Monday	3 October 2022	5:00 pm
Glenorchy Planning Authority	Monday	7 November 2022	5:00 pm
Glenorchy Planning Authority	Monday	5 December 2022	5:00 pm

Proposed change in time

In April 2018, the GPA changed its meeting commencement time to 5:00pm. Prior to this, GPA meetings commenced at 3:00pm.

It is proposed that the GPA meeting commencement time is changed back to 3:00pm. This may have impacts on the ability of applicants and representors to attend meetings, as well as on Council staff and resources and Council workshops.

Impacts on applicants

Most applicants that attend the GPA are businesses and consultants who undertake development regularly in their business or profession. These applicants and consultants would be expected to be able to attend GPA meetings commencing at 3:00 pm and occurring during business hours, without any disruption to their personal, business or professional lives.

Applicants who are members of the general public lodge few planning applications that are required to be considered at a GPA meeting. Those that do attend the GPA may only ever do so once in their lifetime. For those who choose to attend the GPA meeting where their application is being determined, having to do so at 3:00pm rather than at 5:00pm might be expected to be a minor impost on their personal or work commitments.

Impacts on Representors

Only a small percentage of members of the Glenorchy public will ever lodge a representation in response to the notification of a planning application, and an even a smaller number will choose to attend the GPA meeting where an application is being determined.

Some representors may choose not to attend a GPA meeting that commences at 3:00 pm due to work commitments. Alternatively, some may choose not to attend one that commences at 5:00pm due to the impact on personal evening activities, especially as meetings often continue after 7:00pm.

There is no evidence of fewer representors attending GPA meetings that commence at 3:00pm (prior to April 2018), or increased attendance at those commencing at 5:00pm.

For applications with a high number of representations, the GPA may choose to conduct a special meeting at a different time, as occurred for the consideration of the Cadbury Road Windermere Bay development application.

GPA meetings are also now livestreamed, giving interested members of the public the opportunity to watch online.

Impact on Council Officers

Between 10 and 15 Council officers attend each GPA meeting, depending on the items being discussed.

Council officers who regularly attend the GPA meetings prefer a 3:00pm commencement instead of a 5:00pm commencement.

Council officers attend GPA to answer questions that may arise and often attend for the duration of the meeting without being called on to answer a question. If the meeting commenced at 3:00pm, these officers could continue to work and be on call to attend the meeting should a question arise.

Council officers who accumulate TOIL, can claim this back by coming to work later on the morning of the meeting or the following morning. However, due to work demands, officers generally prefer not to do this as it impacts on their ability to meet application assessment deadlines.

There is a considerable impact on work/life balance, with 5:00pm GPA meetings extending into family and home life.

Financial Cost for Council

Council officers who are required to work beyond their usual hours to attend a GPA meeting that commences at 5:00pm, claim the additional time as either TOIL or as an overtime payment. The majority of staff claim the extra time as an overtime payment due to work demands. Of note, Senior Officers such as the Manager and Director do not claim TOIL or overtime, as this is considered a part of their role with Council.

Overtime costs associated with 5:00pm GPA meetings would be at least $2,000 per year and may be double that depending on the number and complexity of issues being discussed.

Impact on Council workshops

Starting GPA at 3:00pm would remove the opportunity to hold a one-hour Council workshop prior to the GPA meeting. This could be addressed by adding half an hour to each of the other two Monday workshops held during the month.

Public notice of the revised GPA 2022 meeting dates and times

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

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

Consultations:

Mayor
Acting General Manager
Acting Manager Development
Coordinator Planning Services
Senior Statutory Planner

Human Resource / Financial and Risk Management Implications:

<u>Financial</u>

Commencing the GPA meetings at 3:00pm would save at least $2000 per annum in overtime.

Human resources

Council officers would prefer a 3:00pm GPA commencement meeting, as this reduces the impact on their personal lives, particularly important given the heavy workloads currently being experienced due to record levels of development in our City.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation Dissatisfaction with proposed meeting times from members of the public or other stakeholders. Meetings do not align with key events.	Minor	Unlikely	Low	As required, GPA schedule special meetings outside business hours to address applications with high numbers of representations or high public interest.
Do not adopt the recommendation Additional staff workload due to high application numbers, as well as working outside normal working hours to attend GPA, may impact on health and wellbeing. Council will continue to incur costs associated with staff claiming overtime.	Minor (C2)	Almost Certain (L5)	Medium	Staff encouraged to take time in lieu rather than overtime payments, noting that this may impact ability to assess applications within statutory timeframes.

Community Consultation and Public Relations Implications:

Community consultation

Community consultation has not been undertaken. However, Council has received anecdotal feedback that previous practice of holding GPA meetings at 3:00 pm was well received by the community.

Public relations

Meetings will continue to be live streamed to the public during 2022. Notice of meetings in the form adopted by Council will be advertised in accordance with the regulations. There are otherwise no material public relations impacts.

Recommendation:

That Council:

1. NOTE the Council decision of November 2021 which adopted dates and times for Glenorchy Planning Authority meetings in 2022, with meetings scheduled to commence at 5:00pm
2. ADOPT the meeting dates and revised meting times for the Glenorchy Planning Authority for the 2022 calendar year that are set out in Attachment 1, whereby future meetings are scheduled to commence at 3:00pm, and
3. NOTE that the General Manager will ensure that a public notice containing the times and places of the ordinary Council meetings and Glenorchy Planning Authority meetings is published in accordance with regulation 7(2) of the *Local Government (Meeting Procedures) Regulations 2015*.

Attachments/Annexures

1 2022 GPA Revised meeting dates and times

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13. FINANCIAL PERFORMANCE REPORT TO 31 DECEMBER 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 December 2021.

Proposal in Detail:

FINANCIAL PERFORMANCE REPORT

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

The Report highlights that Council's actual operating result is $2.460 million better than the budgeted position. The favourable variance to the budgeted position is the combined result of a $2.050 million increase in revenue and a $0.410 million decrease in expenditure.

Executive Summary

Council continues to report a favourable budget to actual operational position. The long-term forecast currently shows a favourable position will continue through to 30 June 2022.

However, the recent increase in COVID-19 activity within Tasmania will result in increased expenditure on preventative activities in public spaces and Council facilities, such as security and cleaning services.

In addition, the Capital Works program continues to face challenges in the timely delivery of major projects with recurrent projects also beginning to slow.

It is important to note the 2021/22 Mid-Year Budget Review to be considered by Council in a separate report may result in adjustments to budgets. This will reset the Revenue, Expenditure and Capital financial positions in future reports.

Revenue

Year-to-date operational revenue is $57.688 million compared to budgeted operational revenue of $55.638 million. This represents a favourable result of $2.050 million or 3.7% against budget.

The major contributors are property related programs in the form of additional revenue from economic activity in Planning, Building, Waste Management and Rates. Grants also provides additional revenue through unspent funds from last financial year and payment of grants for Government sponsored qualification courses for Council staff.

Expenditure

Actual year-to-date operational expenditure is $29.871 million compared to budgeted expenditure of $30.281 million. This represents a favourable result of $0.410 million or 1.4% compared to budget.

Expenditure is largely on track as of 31 December with the only item of note being a reduction in employee expenses of approximately $0.256m.

Non-operating – Capital Grant Revenue

Capital grants revenue is $2.352 million against an annual budget of $4.878 million.

There was approximately $2 million in unspent grants from 2020/21 carried forward into 2021/22. In relation to the remaining $2.8 million budgeted this year, several major projects funded by Federal Government are arrears-based, meaning Council must first undertake and pay for 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 or will be carried forward to 22/23 pending final approval from the Commonwealth on variations to certain Funding Agreements.

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

Disposal of assets currently records a gain of $0.043 million against the annual budgeted gain of $2.254 million.

There is some uncertainty in the ability to complete the Land Sales program before 30 June 2022 which will impact the financial position by up to $2.269m.

Non-Operating – Contributions Non-Monetary Assets

At this stage in the 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 $6.372 million against an annual budget of $26.171 million.

Councils across the State are experiencing supply chain delays and material shortages. There has been delays in the ability to access play equipment of up to six months. To assist with completion of the annual capital works program, work schedules are being adjusted to bring forward available projects / push back delayed projects where possible.

Some revised estimates of expenditure are now included in the forecast and for this Financial Year the main points are:

1. KGV soccer project – $145,000 expenditure this financial year with the balance carried forward to next year
2. Giblins Reserve Playspace – $145,000 expenditure this financial year with the balance carried forward to next year
3. Eady Street clubrooms – on track for completion this financial year
4. North Chigwell soccer project – $335,000 expenditure this financial year with the balance carried forward to next year
5. Landfill extension – on track for completion this financial year
6. BMX Bike track relocation – $25,000 expenditure this financial year
7. Montrose Foreshore Skatepark – $180,000 expenditure this financial year with the balance carried forward to next year
8. Barry Street Reserve Playground – on track for completion last quarter this financial year
9. Transport Capital Projects – there have been some delays due to the earlier wet weather, however on track for completion this financial year
10. Stormwater Capital Projects - there have been some delays due to the earlier wet weather, however on track for completion this financial year.

COVID-19 Expenditure

It is considered necessary to resume regular reporting of expenditure resulting from the COVID-19 situation in Tasmania, due to the increased prevalence of COVID-19 affecting Council and the community. As at the reporting date, $29,000 has been expended on COVID-19 activities with a further $22,000 currently committed into the immediate future.

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 December 2021 in the form of Attachment 1.

Attachments/Annexures

1 Attachment 1 - Financial Performance Report to 31 December 2021
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14. 2021/2022 MID YEAR BUDGET REVIEW

Author:	Chief Financial Officer (Tina House)
Qualified Person:	Director Corporate Services, Jenny Richardson
ECM File Reference:	2021/22 Budget

Community Plan Reference:

<u>Leading Our Community</u>

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:

<u>Leading Our Community</u>

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 recommend Council approves alterations to the current 2021/22 Budget estimates to include the revised Operational Revenue and Expenditure and Capital Expenditure budget amounts detailed in this report.

Proposal in Detail:

Background

Council's 2021/22 Budget Estimates were presented to and approved by Council on 21 June 2021.

As is usual practice, Council reviews its financial position at the halfway mark of the financial year, focussing on the key items of revenue and expenditure where forecasts for the financial year have materially changed.

In summary, the revised Budget estimates for 2021/22 outlined in this report forecast an improved deficit of $775k compared to the original forecast deficit of $1.325m.

Revised 2021/2022 Budget

Section 82 of the *Local Government Act 1993* requires the General Manager to prepare estimates of Council's revenue and expenditure for each financial year. Subsection (4) allows Council to alter any estimate referred to in subsection (2) during the financial year.

Section 82(2) and (4) read as follows:

(2) Estimates are to contain details of the following:

(a) the estimated revenue of the council;
(b) the estimated expenditure of the council;
(c) the estimated borrowings by the council;
(d) the estimated capital works of the council;
(e) any other detail required by the Minister.

(4) A council may alter by absolute majority any estimate referred to in subsection (2) during the financial year.

The proposed changes to the 2021/22 Budget affect the Comprehensive Income Statement as detailed in Table 1 below:

Table 1 – Changes to the Comprehensive Income Statement

	Original 2021/22 Budget	**Revised 2021/22 Budget**
	$'000	**$'000**
Total Operating Income	63,480	64,030
Total Operating Expenditure	64,805	64,805
Total Operating Surplus / (Deficit)	(1,325)	(775)
Total Non-Operating Income	6,978	4,278
Net Asset Sale Surplus / (Deficit)	1,978	(647)
Capital Expenditure	25,820	19,190

Operating Income and Expenditure 2021/2022

The proposed budget changes reduce the anticipated deficit from $1.325m to $775k. This is due to a $550k increase in revenue estimates in the categories of Statutory and User charges. No change to expenditure is being forecast in this review.

The forecast Statement of Comprehensive Income is detailed in Table 2

Table 2 – Forecast Statement of Comprehensive Income 2021/2022

GLENORCHY CITY COUNCIL			
FORECAST STATEMENT OF COMPREHENSIVE INCOME			
	Revised Budget 2021/2022 $'000	**Original Budget 2021/2022 $'000**	**Movement $'000**
Operating Revenue			
Rates	37,625	37,625	-
State Fire Commission Income	6,054	6,054	-
Statutory Charges	2,247	1,847	400
User Charges	10,349	10,199	150
Grants and Subsidies	5,036	5,036	-
TasWater Investment Income	2,172	2,172	-
Investment Income	50	50	-
Other Income	497	497	-
Total Operating Revenue	**64,030**	**63,480**	**550**
Operating Expenditure			
Finance Charges	261	261	-
Employee Benefits	26,056	26,056	-
Materials, Services and Contractors	14,437	14,437	-
State Fire Commission Contribution	6,054	6,054	-
Depreciation and Amortisation	14,811	14,811	-
Lease Amortisation	1,477	1,477	-
Asset Write Off	1,100	1,100	-
Other Expenses	609	609	-
Total Operating Expenditure	**64,805**	**64,805**	**-**
Operating Surplus / (Deficit)	**(775)**	**(1,325)**	**550**
Non Operating Income			
Capital Grants	2,178	4,878	(2,700)
Donated Assets	2,100	2,100	0
Profit / (Loss) on Disposal of Land	1,993	(632)	2,625
Profit / (Loss) on Disposal of Plant and Equipment	(15)	(15)	0
Total Non Operating Income	**6,256**	**6,331**	**(75)**
Total Comprehensive Surplus / (Deficit)	**5,481**	**5,006**	**475**

The major elements of the 2021/2022 revised Budget are:

1. Operating Revenue
2. Operating Expenditure
3. Non-Operating Revenue
4. Capital Expenditure
5. Statement of Financial Position
6. Cash Flow
7. Long Term Financial Management Plan

Key variances in each element which require revision in the 2021/2022 budget are identified below.

1. OPERATING REVENUE

All revenue categories were reviewed to identify any material variations to the original budget estimates. The budgets for the categories of Rates Revenue, Grants, Investment Income and Other Income were all determined to be in-line with expectations for the financial year.

Revisions to Statutory and User Charges are forecast and are detailed below.

1.1 Statutory Charges

Building activity within the city remains at near record levels and has continued to generate additional revenue in charges. Forecasts indicate that this trend will continue until the end of the financial year. Hence, budgeted revenue is forecast to increase by $400k for development applications.

1.2 User Charges

Council's landfill site has experienced sustained increased activity levels during the past six-months and this is expected to continue for the rest of the financial year, resulting in increased revenue of $150k.

2. OPERATING EXPENDITURE

A review of Council's major expenditure lines, consideration of the position to the end of December and expected activity during the last six-months of the financial year has resulted in no forecast adjustment to any expenditure category.

Council has worked extremely hard to reduce employee expenditure across all departments by reducing and delaying recruitment. This is, however, impacting on our ability to meet our Customer Service Charter and statutory timeframes in relation to planning and development. Service delivery has also been impacted by a substantial increase in development applications which has increased workloads, and staff absences due to COVID isolation requirements.

While employee benefits were under budget to the end of December, there is an expectation that with increased activity levels that require additional staff, usage of casual staff and a likely upsurge in pandemic leave payments will result in the end of year position being materially in-line with the approved budget.

3. NON-OPERATING REVENUE

3.1 Capital Grants

Delays in major capital projects' timeframes have impacted the expected grant funding revenue associated with these projects. A downward revision of $2.7m to Capital Grant Income of is therefore recommended for the 2021/22 financial year.

3.2 Gain / (Loss) on Disposal of Assets

Expected revenue from disposals of surplus land will reduce by $3.325m due to Council not proceeding with the disposal of the Mill Lane Car Park and four properties that are in the process of being rezoned but will not be ready for sale prior to the end of the financial year.

Some costs associated with these disposals will also not be incurred, reducing the expected expenditure by $700k.

The net effect of the above, is to reduce the forecast for this category by $2.625m to a net loss for the year of $632k.

4. CAPITAL EXPENDITURE

In June 2021 Council approved a $25.82m capital works program for the 2021/22 financial year.

In October 2021 an additional $350k was approved for the Digitisation of Records project, bringing the total program for the year to $26.17m.

With the exception of the major grant funded projects discussed above, it is expected that the capital works program will be fully expended this financial year.

The proposed reduction in budgeted expenditure for major projects is $6.98m as detailed in Table 3, which will reduce the annual program to $19.19m for the financial year.

The major projects are forecast to be underspent as follows:

Table 3 – Capital Expenditure Movements

	Original 2021/22 Budget $'000	**Revised 2021/22 Budget $'000**	**Variance $'000**
KGV Soccer	3,800	145	3,655
Giblins Reserve	2,650	145	2,505
North Chigwell Oval	400	335	65
BMX Bike Relocation	460	25	435
Montrose Skatepark	500	180	320
	7,810	**830**	**6,980**

5. STATEMENT OF FINANCIAL POSITION

The revised budget does not materially alter the Statement of Financial Position presented to Council in the budget papers in June 2021.

6. CASH FLOW

The proposed budget changes do not materially alter Council's cash position, with the reduction in capital expenditure of $6.98m offset by the reduction in Non Operating Revenue of $6.025m.

7. LONG-TERM FINANCIAL MANAGEMENT PLAN

The revised budget does not materially alter the Long-Term Financial Management Plan presented to Council in the budget papers in June 2021.

8. STATUTORY CONSIDERATIONS

Under section 82(4) of the *Local Government Act 1993*, Council can approve alterations to any of the budget estimates set out in section 82(2) of the Act, by absolute majority.

The overall effect of the review of the budget set out above is that the following estimates will be altered for the 2021/22 financial year:

- the estimated revenue of Council would increase by $550,000 to $64,030,194 (s. 82(2)(a) of the Act), and
- the estimated expenditure of Council will not change remaining as $64,805,552 (s. 82(2)(b) of the Act), and
- the estimated capital works of the Council would decrease by $6,980,000 (s.82(2)(d) of the Act) to $19,190,881.

If Council were to adopt the recommendations in this report, it would need to be by an absolute majority of Aldermen.

SUMMARY

The 2021/2022 budget papers presented to Council in June 2021 foreshadowed that a revision would be presented in January 2022.

As a result, the revised budget proposed in this report contains changes based on information not previously available at the time the original budget was prepared and revised forecasts reflecting Council's actual position to the end of December 2021.

The forecast operating budget bottom-line would be improved by $550k if the changes were adopted.

Consultations:

Executive Leadership Team
Managers and Coordinators

Human Resource / Financial and Risk Management Implications:

Financial

Financial implications of the revised Budget are outlined in detail in the report.

Human resources

Officers have prepared and will implement the revised budget as part of their ordinary duties.

Risk management

Risk Identification	Consequence	Likelihood	Rating	Risk Mitigation Treatment
Adopt the recommendation Ongoing substantial budget deficits leading to depleted cash reserves as a result of changes to economic conditions or other unforeseen events, leads to a loss of financial sustainability or the need to borrow or increase rates above community expectations.	Severe (C5)	Unlikely (L1)	Medium	Budget and LTFMP formally reviewed during the year. Prudent debt management and consistent monitoring of financial conditions enabling an appropriate response. LTFMP reviewed annually and adjustments made in future budgets to account for any unforeseen events. The current LTFMP forecasts ongoing modest rate increases.
Further economic changes result in estimates that are not materially accurate, leading to a need to revise estimates either up or down again during the year.	Minor (C2)	Possible (L3)	Medium	Continued prudent debt management and consistent monitoring and reporting of financial conditions, enabling an appropriate response.
Suppliers, contractors and service providers are unable to provide goods and services or at competitive prices.	Minor (C2)	Possible (L3)	Medium	Robust procurements to engage with a broad range of potential suppliers and service providers to minimise dependencies.
Damage to Council infrastructure from unpredictable events resulting in significant costs to repair or replace.	Major (C4)	Unlikely (L2)	Medium	Limited insurance coverage in place for some events with Council accepting risk of a significant event where other financial support is not made available (e.g. State Government).

Do not adopt the recommendation Budget estimates for the 2021/22 year would not reflect the actual position, leading to less effective financial management and potential breaches of the Act or accounting standards	Major (C4)	Likely (L4)	High	A further report and revised recommendation is brought to Council as a priority, addressing any concerns raised by Aldermen.

Community Consultation and Public Relations Implications:

Community consultation

Council undertakes frequent community consultation on a range of projects and programs which helps inform any changes to its budgeted priorities for the year.

Public relations

Council will communicate the key information about changes to the budget through its Facebook page, website and other channels.

Recommendation:

That Council:

APPROVE the alterations to Council's 2021/2022 Budget estimates set out in Attachment 1 and specifically:

(a) An increase in Council's estimated revenue of $550k to $64.03m, and

(b) A decrease of Council's estimated capital works expenditure of $6.98m to $19.19m

Attachments/Annexures

1 Mid Year Budget Review

⇨

15. 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 7 December 2021 to 18 January 2022 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
- 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 7 December 2021 to 18 January 2022, there was one exemption to Council's Code for Tenders and Contracts. This exemption relates to work being undertaken on the gas monitoring system at Council's landfill site. The works are required to meet EPA requirements and GHD is the sole supplier. The total cost of these works is estimated at $100,000. These costs are included in Council's operational 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 December 2021, the total amount spent on external legal services for all of Council was $2,109.50. This expenditure related to a building enforcement matter and a number of enforcement warrants.

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:

<u>Human resources</u>

There are no material human resources implications.

<u>Financial</u>

The report documents expenditure of $102,109.50 in budgeted operational costs.

<u>Risk management</u>

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 7 December 2021 to 18 January 2022.

Attachments/Annexures

1 ⇨ Exemptions to Council's Code for Tenders and Contracts 7 Dec 2021 to 18 Jan 2022

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

Question without notice – Alderman Sims - Housing (Item 9)

Q: What other measures (such as social, health and financial) are we as a council undertaking to support locals and the overarching issue of the housing crisis and homelessness, besides working hard to physically open up local land for both small and large scale developments?

A: An answer is being prepared and will be provided prior to the Council meeting.

Question without notice – Alderman Sims - Jumping Castles

Q: In relation to the Use of Animals for Entertainment and Use of Jumping Castles on Council Property Policy, do we scope and update the mandates and guidelines in relation to animal welfare ourselves or do we just follow and link in with State regulation and mandates?

A: An answer is being prepared and will be provided prior to the Council meeting.

Question without notice – Alderman Sims - Collinsvale Community – Shelley Street

Q: I have been approached by members of the Collinsvale Community Association and I understand that the Council officers and the General Manager have been in conversation with some members of the association and their sub-groups around the Shelley street project regarding a request to provide some very basic infrastructure at the Shelley Street site. They have pinpointed this area as being ideal for activation and community use and have reached out to Council themselves to hopefully garner some external funding. They have given me the feedback that they have been told that there are minor barriers to this, such as Council not owning the land and it being Crown Land, and also limited resources and other priorities such as Playspace projects. Some of the Patrons from the School and local area would be able to use the site and the Hall Street site [if infrastructure was provided].

In saying that and having lots of discussions and explaining part thereof of those aspects and how they impact their desires, the group is not requesting that we ignore the current priorities, but just reassess their inquiry to upgrade the site and their offer to help volunteer and drive it along with the Council, if possible, in any capacity, or at least seek and get permission to use the Crown land as they have some of their own infrastructure that they own (including a History Walk) and they would like the opportunity to know that that land is able to be used if they are seeking grants etc. They are also willing to work with Landcare and work with everyone to make it a safer and more accessible site.

In my view as an Alderman, after assessing it holistically, I believe these types of things are the ideal type of thing to connect a community driven group and I see this as our job.

Can we please reinvestigate this site and action and the opportunity in light of the information I've provided here to go back to the group to the community association to with a clearer position on what whether we can access or seek permission to install something on the land and work towards that with the group.

A: An answer is being prepared and will be provided prior to the Council meeting.

CLOSED TO MEMBERS OF THE PUBLIC

17. CONFIRMATION OF MINUTES (CLOSED MEETING)

That the minutes of the Council Meeting (closed meeting) held on 20 December 2021 be confirmed.

18. APPLICATIONS FOR LEAVE OF ABSENCE

COMMUNITY

Community goal: "Making Lives Better"

19. YMCA REQUEST TO EXPUNGE 1999 FINANCIAL ASSISTANCE DEED

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)(f) (Proposals for the Council to acquire land or an interest in land or for the disposal of land) and (2)(g) (Information of a personal and confidential nature or information provided to the Council on the condition it is kept confidential).

ENVIRONMENT

Community goal: "Valuing our Environment"

20. EXEMPTION TO EXTEND THE FOGO PROCESSING AGREEMENT

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)(d) (Contracts and tenders, for the supply and purchase of goods and services and their terms, conditions, approval and renewal).

GOVERNANCE

Community goal: “Leading our Community”

21. AUDIT PANEL - SELECTION OF AUDIT PANEL MEMBER

This item is to be considered at a closed meeting of the Council by authority of the Local Government (Meeting Procedures) Regulations 2015 Regulation 15(2)(a) (Personnel matters, including complaints against an employee of the Council and industrial relations matters).

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