

**GLENORCHY CITY COUNCIL
ATTACHMENTS
MONDAY, 31 AUGUST 2020**



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GLENORCHY CITY COUNCIL

DOG MANAGEMENT POLICY

To ensure a caring and safe environment, where any negative impacts caused by irresponsible dog ownership is minimised and the rights and obligations of dog owners and non-dog owners is respected

(Adopted by Council on 20 February 2017)

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DEFINITIONS

Where indicated (*), the definition is derived from section 3 of the *Dog Control Act 2000* (the Act):

Term	Definition
Accredited Trainer	A Trainer who is accredited, as determined by the Animal Management Section, to train dogs in Level 3 and 4 obedience.
Adoption Dog	Any dog adopted from the Tasmanian Canine Defence League (TCDL - Dogs Home of Tasmania), RSPCA shelter or Greyhound Adoption Program
Animal*	Any live vertebrate animal other than a human being
Animal Management Section	Council's Animal Management Section of whom are delegated by the General Manager to manage animals within the Municipality
Animal Welfare Act 1993	Part 2 section 6 (Duty of Care) under that Act
Annual due date	In any given year, the date that dog registration fees are due
Annual registration expiry date	In any given year, the date that dog registrations expire
Approved*	Approved by the Director of the Local Government Division, Tasmanian State Government
Assistance dog	Either a 'guide dog' or a 'hearing dog'
Attack*	Includes bite, menace or harass
Authorised person or officer*	- A police officer - A General Manager - A person appointed by a General Manager to be an authorised person - A person who is a ranger under the <i>Nature Conservation Act 2002</i> - A person who is a ranger under the <i>National Parks and Reserves Management Act 2002</i>, or - A person appointed as a bailiff of Crown lands under the <i>Crown Lands Act 1976</i>
Concession dog	A dog owned by a person who is an eligible pensioner as defined under Regulation 4 of the <i>Local Government (Rates And Charges Remissions) Regulations 2014</i>
Council	The municipality of Glenorchy City Council
Dangerous dog*	A dog declared to be dangerous under section 29 or 30 of the Act
Declared area*	An area declared under Division 2 of Part 3 of the Act
De-sexed dog*	A dog that has been rendered permanently incapable of reproduction
Dog*	An animal of the species <i>Canis familiaris</i> or <i>Canis familiaris dingo</i>
Domestic animal	An animal or bird kept as a domestic pet
Effective control*	Effective control as referred to in section 4 of the Act
Entire dog	A male or female dog that has not been de-sexed (neutered or spayed)
Exercise area*	An area declared under section 20 of the Act
Formal Notice of Complaint	A complaint referred to under section 47 of the Act
General Manager*	The general manager of a council appointed under the <i>Local Government Act 1993</i> (LG Act)
Guide dog*	A guide dog as defined by the <i>Guide Dogs and Hearing Dogs Act 1967</i>, or

Term	Definition
	• A dog training to be a guide dog
Hearing dog*	• A hearing dog as defined by the <i>Guide Dogs and Hearing Dogs Act 1967</i>, or • A dog training to be a hearing dog
Impound	• To confine a dog at a dog impound facility
Incentive	• A mechanism that motivates or encourages an individual to register a dog or comply with the Act
Lead*	• A lead, leash, cord or chain of sufficient strength to restrain a dog
Licence*	• A licence to keep on premises: ○ more than 2 dogs over the age of 6 months, or ○ more than 4 working dogs over the age of 6 months
Microchipping	• An identification chip inserted in a dog in an approved manner
Owner of a dog*	• A person referred to under section 6 of the Act
Pound*	• A pound established under the LG Act
Premises*	• Includes land or any part of any premises or land
Prohibited area*	• An area declared under section 22 of the Act
Public notice*	• A notice published in a daily newspaper
Public place*	• A public place as defined by the <i>Police Offences Act 1935</i> • A road, or • A road-related area
Recognised animal welfare organisation	• An animal welfare organisation recognised by Council
Register*	• A register kept under section 15 of the Act
Registered dog*	• A dog registered under the Act
Registration disc*	• A disc or tag referred to under section 10(1) of the Act
Relevant registration period	• Refers to a current registration year
Residential zone	• the General Residential Zone, the Inner Residential Zone, or the Environmental Living Zone under the Glenorchy Interim Planning Scheme 2015
Restricted area	• An area declared under section 23 of the Act
Road*	• an area that is developed for, or has as one of its main uses, the driving or riding of motor vehicles and is open to, or used by, the public, • a part of the kerb, or • an unsealed part of a sealed road
Road-related area*	• An area that divides a road • A footpath or nature strip adjacent to a road, or • A footpath or track that: ○ is not a road, ○ is designed for use by cyclists or pedestrians, and ○ is open to the public
Shopping centre*	• A collection of shops in an enclosed area covered by a roof or forming a courtyard or square, excluding any area provided for the parking of vehicles
Training area*	• An area declared under section 21 of the Act

Term	Definition
Treatment	• Veterinary attention or surgery provided to a dog
Veterinary surgeon	• A person registered as a veterinary surgeon under the <i>Veterinary Surgeons Act 1987</i>
Working dog*	• a dog used principally for: ○ droving or tending livestock ○ detecting illegal substances ○ searching, tracking or rescuing, or ○ working with police officers
Young Dog	• A de-sexed and microchipped dog under 12 months of age, voluntarily presented to Council for registration

INTRODUCTION

Under the section 7 of the Act, Council is required to develop and implement a Policy relating to dog management in its municipal area. The Policy is required to include:

- a code relating to responsible ownership of dogs
- the provision of declared areas
- a fee structure, and
- any other relevant matter.

The Policy is also required to be reviewed by Council at least once every five years and is subject to public consultation considerations.

Council is committed to this statutory requirement and has developed the Policy in partnership with its community taking into account the rights and obligations of dog owners, non-dog owners and dogs.

Council recognises the positive aspects of companion animal ownership and in particular dog ownership may have on individuals. Research has suggested that some of the health benefits include: learning and developing empathy, care and social responsibility in young persons, security, and improving over-all well-being to many others, particularly with the elderly.

Council also recognises that in the absence of responsible pet ownership dogs can cause problems. Associated issues with a large and increasing urban dog population may include (but not limited to):

- noisy barking and other nuisance behaviours
- stray dogs, and
- unhealthy environments.

COUNCIL'S ROLE

Council's role with respect to managing dogs within the municipality includes:

- promoting, educating and enforcing the message of responsible dog ownership within the community
- reducing the negative impacts caused by dogs, and
- apply the provisions of the Act supported with the relevant Council's Policies and Procedures.

STATUTORY AND POLICY COMPLIANCE

Responsible dog owners **must** comply with the requirements of laws and regulations as set by governing bodies, and accept that Councils are required to enforce these provisions. Relevant statutory legislation, by-laws and policy that cover responsible dog ownership includes (but not limited to):

- *Dog Control Act 2000* www.thelaw.tas.gov.au
- *Local Government Act 1993* www.thelaw.tas.gov.au
- *Animal Welfare Act 1993* www.thelaw.tas.gov.au
- *Guide Dogs and Hearing Dogs Act 1967* www.thelaw.tas.gov.au
- Animal Management By-Law No 1 of 2014 www.gcc.tas.gov.au
- Dog Management Policy www.gcc.tas.gov.au

CODE OF RESPONSIBLE DOG OWNERSHIP

Council recognises that pet ownership is an important part of our Community and dog ownership in itself often provides enrichment to the lives of people. To many, dogs offer companionship, protection, and assistance to their owners, which can improve the quality of human lives on both a mental and physical level.

However, if dogs are not managed responsibly and provided with due care and enrichment, they can exhibit behaviours that may have a significant negative impact on individuals or the broader community.

The Code of Responsible Dog Ownership (the Code) is important in outlining best practice principles and acceptable community expectations as to what responsible dog ownership means to Council and its community. It is underpinned by a sensible approach to practical dog ownership including: dog choice, dog care, respect for others and regulatory compliance. The purpose of the Code is:

- to provide guidelines for dog owners and prospective dog owners to understand the importance of being a responsible dog owner, and
- to provide a caring and safe environment for their dog/s, where the desired outcome is a healthy, happy, suitably-trained dog/s that do not negatively impact on its surrounding community.

DOG CHOICE

The first decision that a prospective dog owner should make is whether a pet dog will suit the owner's personal circumstances: e.g., suitable property, meets the household budget, lifestyle and family needs etc. It may well be that a dog is not the best choice of pet and thus all considerations should be considered carefully.

Selecting a suitable dog breed is another important consideration. Some of the questions that a prospective dog owner should consider include (but not limited to):

- is a particular breed of dog suitable for keeping in a residential area
- what sort of residence does the owner have?
- what size is the property's yard?
- how much daily exercise can the owner give the dog?
- how active is the owner?
- are there young children or elderly people in the residence?
- does the dog need to be suitable for protecting a property?
- what size of dog?

- how much grooming would the dog receive?

It is important to remember that a prospective dog owner is committing to a long-term companion animal relationship and must be prepared to commit to meeting the dog's needs. Different breeds of dogs will vary from an 8 year to a possible 20 year lifespan.

In summary, the more suited a dog is to a prospective dog owner's circumstances and the more *that* individual is committed to meeting that dog's needs, the easier and more enjoyable it will be for the owner, the dog, surrounding neighbours and the community in general.

Council notes that the Royal Society for the Prevention of Cruelty to Animals (RSPCA) maintains information on how to select a dog and that there are a number of other useful sites on the Internet to assist in the process. Alternatively, contacting an animal shelter or veterinary practice for guidance may be of assistance.

DOG CARE

Council recognise that there are a number of basic steps in caring for dogs:

- a dog should be provided with daily companionship and quality time with its owner
- a dog's health may be maintained with regular exercise, play time, grooming, vet checks, vaccinations, worming and de-fleaing (internal and external parasite control). Dog care specialists recommend that dogs are exercised at least twice a day to ensure the well-being of a dog
- a dog needs adequate year round shelter – warm, covered protection in winter and accessible shade in summer. Ensure shelter is ventilated, dry and the entrance is away from wind and rain
- a balanced and complete diet is essential for a dog. Some foods types and/or quality are simply not good for dogs
- a dog needs access to plenty of fresh water (a clean bowl and replenished on a daily basis)
- dog waste should be cleared from its yard every day
- ideally, dogs should be provided with suitable dog toys and/or raw bones etc. for entertainment and mental stimulation (this can help with preventing boredom and any associated nuisance behaviours), and
- dogs should not be left unattended in motor vehicles.

CONSIDERATION OF OTHERS

A dog owner has a number of obligations in ensuring the consideration of others in the community:

- a dog should be well-trained and is sociable with people and other dogs. It should not be allowed to jump up or act aggressively towards people or other animals
- a dog must always be walked on a lead, unless in a declared off-lead exercise area (where a dog must respond to an owner's command and is kept under effective control at all times)
- appropriate disposal of dog faeces both in a public place and on private property. Council supply dog waste bins around Council parks and reserves for this purpose, and
- when at home, a dog must be securely contained within the owner's property boundary
- ensuring that a dog does not create a nuisance by persistent or continuous barking (or otherwise) to such an extent that it would unreasonably interfere with the peace, comfort or convenience of any person in any premises or public place.

Council promotes the de-sexing (neutering) of dogs as this generally improves the dog's health, life-span and reduces nuisance behaviours from occurring.

Council also does not support 'back yard breeding' or 'puppy farms' as they often create mental and physical health issues for dogs and cause an increase in dog nuisances in the community.

DOG IDENTIFICATION

Under the Act, whilst in a public place, dogs are required to wear a collar fastened around its neck to which is attached is the dog's registration disc.

The registration disc is supplied by Council and contains the following mandatory information: the name of Council, the registration number of the dog, and the expiry date of registration. Council encourages dog owners to also fit a separate tag displaying the dog owner's contact number, the dog's name and the dog's microchipping information.

Also under the Act, the owner of a dog that is over six (6) months of age must ensure that the dog is implanted in an approved manner with an approved microchip.

Council is of the view that microchipping is a secure and effective means of permanent dog identification. Whilst external dog identification tags have immense value (as most people can read a tag), collars and tags are sometimes lost or removed by the owner when the dog is at home.

Dog owners must advise Council as per the Act of any changes to the dog's identification details, e.g.:

- change in dog owner's address or contact details
- dog changes owner, or
- any other change in circumstances, i.e., death of dog, or lost.

DECLARED DOG AREAS IN GLENORCHY MUNICIPALITY

The Act defines specific classes of declared areas, and Council is the only authority that can determine declared areas within the Glenorchy municipality, with the exception of prohibited public areas.

Under section 28 of the Act (Prohibited Public Areas), a person must not take a dog into:

- any grounds of a school, preschool, kindergarten, crèche or other place for the reception of children without the permission of a person in charge of the place
- any shopping centre or any shop
- the grounds of a public swimming pool
- any playing area of a sportsground on which sport is being played, or
- any area within 10 metres of a children's playground.

Under that section of the Act, certain things do not apply:

- a guide dog that is accompanying a wholly or partially blind person or is in training for that purpose
- a hearing dog that is accompanying a wholly or partially deaf person or is in training for that purpose
- a pet shop
- the premises of a veterinary surgeon
- a pet-grooming shop, or
- any other premises related to the care and management of dogs.

DECLARING DOG AREAS WITHIN GLENORCHY MUNICIPALITY

With respect to declaring areas within the Glenorchy Municipality, in addition to the prescribed requirements under the Act, Council also take the following into consideration:

- providing an environment where dog owners can train and socialise their dogs in appropriate desirable behaviours, and to also provide an opportunity for on-going enrichment for dogs by reducing boredom, releasing energy and reducing overall stress levels
- recognising the health benefits of dog owners in a means to promote exercise, relaxation and socialisation
- recognising dog owners as a legitimate group within the community and provide suitable access to public open space for their dogs
- aiming for integration with other park users wherever possible
- protecting natural flora and fauna and areas of historical and cultural significance
- balancing the limitation of suitable available public open space and the need to retain some areas as dog-free areas, for use by other community groups, and
- identifying and declaring suitable, available public land which may be incorporated as either on or off-lead dog exercise areas.

All declared dog areas within the Glenorchy Municipality are contained within Schedule 1 of this Policy, as amended from time to time.

EXERCISE AREAS

Under the Act, Council may declare an area to be an area where dogs may be exercised subject to any specified conditions. Within the municipality, Council has established two (2) types of exercise areas:

- on-lead – a dog can only be exercised whilst walked on a lead, subject to conditions under the Act, and
- off-lead – a dog may be exercised off-lead, but must be kept under effective control, prevented from harassing or attacking, and respond immediately to the owner's commands.

PROHIBITED AREAS

Under the Act, Council may declare an area containing sensitive habitat for native wildlife to be an area where dogs are prohibited from entering. The only dogs that are allowed into a declared prohibited area are assistance dogs (i.e. guide dog or hearing dog).

RESTRICTED AREAS

Under the Act, Council may declare an area to be an area where dogs, other than guide dogs or hearing dogs, are restricted from entering:

- during specified hours, days or seasons, or
- during specified hours, days or seasons unless they are on a lead.

TRAINING AREAS

Under the Act, Council may declare an area to be an area where dogs may be trained subject to any specified conditions. In Council's case, training areas are where dogs may be trained either on or off lead.

ROAD, ROAD-RELATED OR OTHERWISE UNDEFINED AREAS

For any other Council controlled areas that are not defined within this Policy and/or does not have signage, dogs are permitted on-lead only and must remain under effective control.

FEE STRUCTURE

Council has long maintained a fee structure in relation to Animal Management services and governance, including various aspects of dog management. All fees identified in this Policy and as may be referred to under the Act, will be determined by Council in accordance with this Policy and Council's 'Fees and Charges Policy', as amended from time to time.

Council takes into consideration a number of factors when setting the relevant fees under this Policy including:

- reducing the impost on Council's general rates revenue through the receipt of dog fees, thus reducing the amount of rates revenue being applied to Animal Management service expenses
- adopting 'user pays' principles wherever practicable, and to maintain revenue in real terms,
- recognising responsible dog ownership and acknowledging this in the determination of fees, and
- understanding some dog owners have limited income opportunities.

Council also currently provides fee initiatives in the way of a two tiered registration fee structure based on timely payment of renewals

FEE CATEGORIES AND REQUIRED EVIDENCE

Council fees subject to determination within this Policy are:

- Dog Registration, Refunds and Transfers
- Dog Impound Reclaim Fee
- Replacement Registration Disc Fee
- Kennel Licence Applications and Renewals, and
- Formal Notice of Complaint Fee

DOG REGISTRATION, REFUNDS AND TRANSFERS

All dogs over the age of six (6) months **must** be registered with Council as per section 8 of the Act.

In the case of a dog reaching six (6) months of age, the dog must be registered on or before the last day of the month in which the dog turns 6 months of age.

The lesser fee of registration is available for:

- a) in the case of a renewal of dog registration, dogs registered before the annual due date.
- b) the owners of young dogs who voluntarily register their dog (first time registration) aged between six (6) and eight (8) months of age, in which the dog must be registered before the dog turns eight (8) months of age. Documentation of the proof of age of a dog must be presented when requested by Council, for the applicable fee to be approved.
- c) the owner of a dog which is not a young dog, who voluntarily registers their new dog (first time registration) within two (2) months of obtaining the dog. Documentation of the proof of the date that the dog was obtained must be presented when requested by Council, for the applicable fee to be approved.

- d) 50% off the lesser fee of registration is available for dogs registered after January 1, where either b) or c) applies.

The owner of a dog that is **not** de-sexed and microchipped dog aged under twelve (12) months, and who moves residence into the Glenorchy Municipality and registers their dog, is **not** eligible for the lesser fee of registration, as under the Act the dog was required to have been registered with a Council at six (6) months of age: section 8(1).

Council has determined the following additional categories of dogs and the required evidence prior to registration (if applicable):

Dog Category	Required Evidence Prior to Approval
Entire Dog	Not applicable
De-sexed Dog	A Certificate of Sterilisation or certified signed letter issued by a Veterinarian Surgeon, or other acceptable demonstrated evidence that the dog is totally and permanently incapable of reproducing due to age or medical condition
Concession Dog	- The dog owner must produce in the same name as the dog owner evidence of being an eligible pensioner as defined under Regulation 4 of the <i>Local Government (Rates And Charges Remissions) Regulations 2014</i>. This is nominally: - a current Commonwealth pensioner concession card, - a current Commonwealth health card, - other evidence of being a war widow or widower under those Regulations, or - other evidence of being a totally and permanently incapacitated person under those Regulations
Assistance Dog	Evidence of registration with an approved guide dog/hearing dog organisation
Working Dog	The dog owner must satisfy Council that the dog is a bona fide working dog as defined under the Act
Obedience Trained Dog	A relevant certificate that the dog has successfully completed a Level 3 or 4 obedience course conducted by an accredited trainer at the time of registration, in order to be eligible for a once-off one year free of registration fee, up to the end of the annual registration expiry date
Adoption Dog	Evidence that the dog was adopted, in order to be eligible for a once-off one year free of registration fees, up to the end of the annual registration expiry date
Young Dog	Evidence that the dog is under 12 months of age, de-sexed and microchipped, in order to be eligible for a once-off one year free of registration fee, up to the end of the annual registration expiry date

In the case of an unregistered dog, where the dog is over the age of six (6) months, the registration fee must be paid within 14 days of notification by Council.

REFUNDS OF REGISTRATION FEES

Council will provide refunds to owners of dogs that have died, been de-sexed or surrendered back to Council's pound (as described below) during the relevant registration period. No other refund of monies paid in respect of this Policy is permitted:

- Death of dog** – Where it is verified that a dog with current registration has died, a refund equal to one twelfth of the registration fee paid for each remaining month in the relevant registration period will be paid upon application by the owner. Unless exceptional circumstance permits, the registration disc must be surrendered to Council.

- De-sexing of dog – Where it is verified that a dog with current registration has been de-sexed, a refund, calculated at one twelfth of the difference between the original category and the de-sexed category fee, for each remaining month in the relevant registration period will be paid upon application by the owner. The original fee will apply up to and including the month of application.

The above refunds for death or de-sexing of dog will be calculated at the time of application by the owner, not the date of death or sterilisation of the dog.

- Surrender of newly adopted dogs – Where it is identified that the owner of a dog who has adopted and registered a new dog from Council's official Pound, within fourteen (14) days of the adoption date deems the dog to be unsuitable for the owner or the dogs' new living arrangement, may apply to Council for a refund of 75% of the original registration fee paid.

TRANSFER OF DOGS TO GLENORCHY CITY MUNICIPALITY

In cases where the owner of a dog relocates to the Glenorchy Municipality from another Local Government Area within Australia, and it is verified that the dog has a current registration in that area, the registration will be transferred upon application by the owner, with no fee payable for that relevant registration period. A registration disc fee relevant to Glenorchy City Council will apply. As stipulated under the Act, owners of dogs having previously registered their dog under a Lifetime Registration Schedule will be required to adapt to the statutory requirement of an Annual Registration Schedule.

DOG IMPOUND RECLAIM FEE

The owner or person acting on behalf of the owner of any dog impounded at Council's official pound facility must pay the reclaim fee at the time of reclaiming a dog. Council's Senior Animal Management Officer has the final authority to approve or deny any application of a payment arrangement to pay this fee.

RETURN DOG HOME FEE

The Animal Management Section may determine a discretionary arrangement to return a dog back home to its owner. A fee for this service is payable to Council within fourteen (14) days of the date of the return of the dog. A penalty may be issued on the owner of a dog under section 36(1) of the Act should this fee not be paid within the prescribed time frame.

REPLACEMENT REGISTRATION DISC FEE

The registration disc issued at the time of initial registration of a dog is a lifetime tag. This means that whilst the disc remains in good condition it will stay with the dog for life. In cases where the disc is damaged, destroyed or lost, the disc will be replaced upon application and payment of the set fee by the owner.

KENNEL LICENCE FEES

Under sections 50 and 51 of the Act, any person wishing to keep more than two (2) dogs on a premises, or in the case of working dogs, more than four (4), must apply to the General Manager for a licence to do so. Applications must be on the approved form and accompanied by the set fee. Kennel licences are required to be renewed annually.

The fee structure for a kennel licence for racing Greyhounds is set to also include the registration fees, otherwise payable in respect of the racing Greyhounds kept at the property.

FORMAL NOTICE OF COMPLAINT FEE

If, at the recommendation of relevant Council staff that a Formal Notice of Complaint is required to be lodged in order to resolve a nuisance, then the complaint should be submitted to the General Manager on the approved form and accompanied by the set fee (section 47 of the Act) . This fee is fully refundable provided that the complaint is not proved to be of a vexatious or frivolous nature.

KENNEL LICENCES

Under sections 50 and 51 of the Act, any person wishing to keep more than two (2) dogs on a premises, or in the case of working dogs, more than four (4), must apply to the General Manager for a licence to do so.

Applicants renting properties must submit with their application, written approval from the landlord (or authorised agent of the landlord), permitting them to keep the number and type of dogs at the property, as referred to in the application.

Council will **not** consider a kennel licence application until 28 days after the publication of the public notice in the major local newspaper, and all objections have been considered. Council has the right to refuse an initial kennel licence application where a breach of the Act has been previously identified.

In processing an application, Council will conduct an initial property inspection to ensure that kennel licence conditions are complied with and adequate provisions for the health, welfare and control of the dogs on the premises are provided. The below conditions will also be enforced during an inspection:

- no dogs other than stipulated in the licence are being kept on the property
- all dogs over six (6) months of age on the property are registered
- the premises are fit for the purpose of keeping the number and type of dogs applied for
- provisions for the health, welfare and control of the dogs are maintained and sustainable, and
- no dog-related or kennel licence nuisance to any other person is likely to be caused.

Annual Kennel Licence inspections may be carried out, randomly or pre-arranged with the owner, at the discretion of Council.

If granted, the period of the Kennel Licence will expire on 30 June annually.

OBJECTIONS TO KENNEL LICENCE APPLICATIONS

Under section 52 of the Act, persons residing or owning land within 200 metres of the boundary of the premises to which a Kennel Licence application relates, may object to the granting of a licence. Any objection is to be made within 14 days of the public notice being published. It is to be in writing to the General Manager and details reasons of the nature of the objection.

Council will address objections received in accordance with standard operating procedures and the Act.

KENNEL LICENCE CATEGORIES

The following categories of Kennel Licence may apply:

- KL1 – up to 5 domestic dogs

- KL2 – more than 5 domestic dogs
- KLG1– up to 5 Greyhounds, and
- KLG2 – more than 5 Greyhounds

KENNEL LICENCE RESTRICTIONS

Council notes that with respect to the Glenorchy community there is a balance between maintaining control over the numbers of dogs kept in an ever increasing higher density urban environment, ensuring the reasonable peace and amenity of adjacent neighbours, as well as the general health and wellbeing of dogs. Accordingly, the following Kennel Licence restrictions apply:

- Kennel Licence categories KL2 and KLG2 will not be permitted in a Residential Zone (i.e. the General Residential Zone, the Inner Residential Zone, or the Environmental Living Zone as defined under the Glenorchy Interim Planning Scheme 2015 (as amended))
- licensees currently holding a Kennel Licence category KL2 or KLG2 in a Residential Zone (as at the time of Council's endorsement of this Policy) are required to reduce the numbers of dogs kept to within allowable limits by natural attrition of existing animals
- Kennel Licences will not be granted for properties less than a total of 400 square metres in land size, and
- licensees currently holding a kennel licence in respect of a property less than 400 square metres dimension are required to reduce the number of dogs kept, to a minimum of two, by natural attrition of existing animals.

CANCELLATION OF A KENNEL LICENCE

Under section 58 of the Act, the General Manager or delegate may notify a Kennel Licence holder of intention to cancel a licence, if satisfied that:

- the provisions of the Act, or any other relevant Act are not being complied with
- any conditions of the licence are not being complied with
- the situation or condition of the premises is creating a nuisance, and/or
- it is in the public interest that the licence be cancelled.

Before cancelling a Kennel Licence, the General Manager will give:

- to the Kennel Licence Holder one (1) months' notice in writing to show cause why the licence should not be cancelled; and
- consider any representations which the holder may make in that respect.

APPEAL RIGHTS OF CANCELLATION

Under section 59 of the Act, should Council notify a licensee that it has cancelled or refused to renew a licence, an applicant or licensee may make an appeal to the Tasmanian Magistrates Court (Administrative Appeals Division) for a review of that decision.

An applicant should seek guidance directly from the Magistrates Court and further information is available on the Court's website: www.magistratescourt.tas.gov.au.

TEMPORARY EXEMPTIONS FOR KENNEL LICENCES

The General Manager or delegate may grant a temporary exemption of a licence of up to three (3) months for the keeping of more than the allowed number of dogs, if in the opinion that in doing so will not cause a nuisance. Temporary exemptions may also be approved by the General Manager or delegate in support of an official Foster Dog program provided by Council's official impound facility, or official facility as determined by Council.

KENNEL CONSTRUCTION REQUIREMENTS

In addition to any requirements under the Glenorchy Interim Planning Scheme 2015 (as amended) and the *Building Regulations 2014*, the following specifications are considered the minimum requirements for the construction of kennels on licensed premises. The below requirements also apply on premises where a kennel licence is not held.

- the kennel or enclosure is to be at least nine (9) metres from any neighbouring dwelling house
- the kennel or enclosure **must** be at least one (1) metre from any boundary of the premises on which the yard is constructed
- the premises **must** be enclosed in such manner so as to contain any dogs kept in the kennel/s or enclosure
- the kennel or enclosure **must** be constructed in such way as to provide effective methods of cleaning and disinfection
- there **must** be sufficient room to allow reasonable freedom of movement for all dogs
- there **must** be a raised (50mm) weatherproof sleeping area
- adequate ventilation and insulation **must** be provided to maintain a comfortable internal temperature free from condensation and adverse heat, and
- a sanitary method of disposal of excreta and waste **must** be provided.

Council **may** issue a kennel licence for the keeping of a specified number of dogs on a premise which does not meet with some or all of the above minimum specifications, provided that, the General Manager or delegate is satisfied that:

- legislative requirements are being met
- adequate provisions for the health, welfare and control of the dogs is provided, and
- that no nuisance is likely to occur to any other person in any other premise.

CAPTURE, CARE AND RETURN OF STRAY AND/OR INJURED DOGS

Whilst all reasonable care is undertaken to ensure the health and wellbeing of all stray and/or injured dogs at large, Council or its Authorised Officers whilst during the process of attempting to capture or impound any dog at large, are **not** deemed responsible for any accidental injury or death caused to a dog.

An Authorised Officer may use any required method, tool or equipment, commercial animal food or liquid to capture any dog found to be at large. Council or its Authorised Officers are **not** responsible for any food allergy incurred to the dog as a result of attempting to capture a dog.

If a dog is injured as a result of attempted capture or as a result of another circumstance, the dog will be dealt with appropriately with a duty of care in accordance with Part 2 section 6 of the *Animal Welfare Act 1993*. Under this Act, an Authorised Officer may transport an injured dog to a veterinary surgeon for treatment and provide ownership details to the veterinary surgeon to assist in the initiation of any required treatment. A dog where required, may be impounded after the dog has been observed or treated by a veterinary surgeon. The

owner of a treated dog is required to pay any associated cost relating to any treatment, to the relevant veterinary practice.

An Authorised Officer may, as required provide or seek ownership and/or registration details, and/or any past history relating to a dog/s with another Local Government Authority in order to carry out any relevant investigation under the Act.

With respect to the capture and detention of any stray dog, under section 35 of the *Dog Control Act 2000*, if after five (5) working days after the notice has been given to the owner, the owner does not reclaim the dog, the General Manager may sell, destroy or otherwise dispose of the dog. As a matter of policy, if the owner contacts Council within that period, Council may extend the period of impoundment for an additional five (5) working days to allow the owner to make necessary arrangements to collect the dog and/or minimise the likelihood of dog escaping from happening again. Section 35(4) of the Act allows the General Manager to sell, destroy or otherwise dispose of a captured dog without an identifiable owner after three (3) working days.

RETURNING CAPTURED DOGS HOME

Under section 35 of the Act, an Authorised Officer may seize and detain any dog at large. Generally, any dog seized by Council will be subject to an identity check where practicable to ascertain ownership and any history of non-compliance.

Dog at Large Category	Ordinary Council Practice
Registered, microchipped and no significant history of non-compliance	- Resources permitting, Council will attempt to be return back home if within Glenorchy municipality - Dog will be impounded if an attempted contact is unsuccessful with the owner, or satisfactory arrangements cannot be set
Unregistered, and/or un-microchipped, and/or with a history of non-compliance	May be impounded to ensure that the relevant aspects of non-compliance can be enforced by Council
Unregistered with microchip address details within nearby vicinity of capture	- Resources permitting, Council will attempt to be return back home - Dog will be impounded if an attempted contact is unsuccessful with the owner, or satisfactory arrangements cannot be set - The registration of the dog will normally be followed by Council
Unregistered with microchip address details not nearby vicinity of capture	Dog will be impounded by Council

FOSTER CARE ARRANGEMENTS FOR DOGS

To assist in the rehabilitation and welfare of subject dogs, Council recognises that on occasion members of the community may seek to temporarily foster dogs on behalf of recognised animal welfare organisations.

For this arrangement to occur, the following mandatory requirements **must** be met:

- prior to the temporary transfer into the Glenorchy municipality, permission must be given by Council to both the respective animal welfare organisation **and** the proposed foster carer, and
- the foster dog must be registered and microchipped in accordance with the Act.

Penalties may be imposed on the owner of the dog as defined under the Act whom enables an unregistered dog to be fostered into the Glenorchy municipality without prior authorisation by Council.

DOG COMPLAINT MANAGEMENT

Council recognises the right of community members to seek assistance in dealing with nuisances created by dogs.

In line with Council's Customer Service Charter and any relevant legislation, policies or procedures, Council's Animal Management Section will ensure that quality services are provided in a timely manner, resources permitting. This is best achieved by maintaining open communications between Council staff, complainants and dog owners. However, the Animal Management Section will **not** normally respond to complaints made anonymously **unless** exceptional circumstances prevail, as determined by the Senior Animal Management Officer.

Council maintains the right to ask for a complainant's name, address, date of birth and contact number at the time of the receipt of a request. It is essential that Council have access to this information so that staff may clarify details, seek further information and to advise of relevant information as determined, pertaining to the finalisation of an investigation. This information is strictly confidential and can only be used for the purpose of conducting Council business.

Complaints will be managed in accordance with standard operating procedures of Council's Animal Management Section, as defined from time to time. Council will **not** deal with complaints of a frivolous or vexatious nature and any verbal threats made to or against Council, other persons, or its employees are taken seriously, and may be referred to Tasmania Police.

NUISANCE BARKING

On receipt of an initial customer request with respect to nuisance barking, the Animal Management Section will, where required, make a personal visit to the property with the intent to:

- inform the dog owner of the nature of the complaint
- assess the validity of the complaint
- determine the extent of any nuisance
- advise the dog owner/s of their legal responsibilities
- provide recommendations and advice to modify/prevent nuisance barking, and
- advise the dog owner/s of subsequent action should any nuisance not be abated.

Council are of the view that by using this approach the majority of complaints can be dealt with quickly and satisfactorily without the need of instigating legal proceedings, whilst at the same time maintaining community harmony.

Subsequent complaints of a similar nature about a nuisance barking dog will be dealt with at the discretion of Animal Management staff in accordance with Council policy and protocols. Should the Senior Animal Management Officer conclude that little or no progress is being achieved, they may require the complainant to lodge a Formal Notice of Complaint with Council in accordance with the Act. The complainant must be prepared to appear in court as a witness if legal proceedings are instigated should a nuisance be found. It is only by this means that more formal action can be initiated and a likely resolution be achieved.

If a complainant is **not** prepared to lodge a Formal Notice of Complaint and/or not prepared to appear as a witness in court, the Senior Animal Management Officer may determine that no further action can be taken in regard to the complaint.

It should be noted that with respect to nuisance barking by dogs, the relevant threshold is contained within section 46(3)(b) of the Act:

A dog is a nuisance if ... it creates a noise, by barking or otherwise, that persistently occurs or continues to such an extent that it unreasonably interferes with the peace, comfort or convenience of any person in any premises or public place.

DANGEROUS AND RESTRICTED BREED DOGS

Part 3 Division 3 of the Act deals with the declaration, control and management of dangerous and restricted breed dogs.

Council maintains a register of declared dangerous and restricted breed dogs in accordance with the Act. Properties where declared dangerous dogs reside will be audited from time to time by Council to ensure regulatory compliance for the keeping of such animals.

Applicants renting properties must provide Council with written approval from the landlord, or authorised agent of the landlord, permitting them to keep a dangerous or restricted breed dog at the property.

DANGEROUS DOG ENCLOSURE

Under Regulation 4 of the *Dog Control Regulations 2010*, an enclosure for housing a dangerous dog **must**:

- be sufficient to prevent any dog in it from escaping
- be fully enclosed
- be childproof
- have a minimum height of 1.8 metres and a minimum width of 1.8 metres
- have a floor area of at least 10 square metres for each dog in the enclosure
- have the walls, roof and the door or gate made of brick, timber, concrete, iron or mesh, or a combination of these materials, of sufficient strength and durability to prevent the escape of a dog
- have a sufficient weatherproof sleeping area for each dog in the enclosure
- have a sealed, graded concrete floor
- be situated so as not to require a person to pass through it to gain access to other parts of the property on which it is situated
- if fitted with a door or gate:
 - be fitted with a self-closing and self-latching mechanism for the door or gate
 - be locked from the outside when a dog is inside the enclosure, and
 - have a clearly legible sign saying "Dangerous Dog" displayed on the door or gate
- if the walls, roof or door or gate of an enclosure are made of mesh, the mesh **must** be:
 - chain mesh of at least 3.15mm gauge, with a maximum spacing of 50mm, or
 - weldmesh of at least 4mm gauge, with a maximum spacing of 50mm, and
- there may be a gap of not more than 50mm at the top and bottom of a wall or door or gate of an enclosure to provide ventilation and drainage.

Further to the above requirements (and any other stipulations in the Glenorchy Interim Planning Scheme 2015, the Building Regulations 2016 or other relevant legislation), the following additional specifications are considered the minimum requirement for the construction of a Dangerous Dog Enclosure:

- the enclosure is to be at least nine (9) metres from any neighbouring dwelling house
- the enclosure must be at least one (1) metre from any boundary of the premises on which the yard is constructed
- the enclosure must be constructed in such way as to provide effective methods of cleaning and disinfection
- adequate ventilation and insulation must be provided to maintain a comfortable internal temperature free from condensation and adverse heat, and
- a sanitary method of disposal of excreta and waste must be provided.

EMERGENCY AFTER HOURS SERVICE

Council will, subject to continuing available of resourcing, provide an emergency after-hours dog management service for the following situation only:

- dog attack or dogs acting aggressively - provided that the offending dog/s has been secured or remains visible within the immediate area.

With respect to sick and injured dogs found after hours, these should be directed to the RSPCA in the first instance, or have the animal taken to a veterinarian practice where possible. The RSPCA Hobart Animal Care Centre contact details follow:

553 Pass Road

MORNINGTON TAS 7018

Phone: (03) 6244 3033

Opening hours: Monday – Sunday 10am to 4pm (Public Holidays closed)

<http://www.rspcatas.org.au/contact/animal-care-centers/hobart-animal-care-centre>

In the event that the RSPCA cannot be contacted or the animal cannot be transported to the nearest veterinary practice, Council's after hours emergency service may be contacted.

SCHEDULE 1 – DECLARED AREAS**PROHIBITED PUBLIC AREAS**

- any grounds of a school or crèche or any other place for the reception of children, without the permission of a person in charge of the place
- any shop or shopping centre other than a pet shop, veterinary clinic, pet grooming shop, or other premises related to the care and management of dogs
- the grounds of a public swimming pool
- the playing area of a sports ground where sport is being played, or
- any area within 10 metres of a child's playground.

PROHIBITED COUNCIL AREAS

Site	Location
Abbotsfield Park Sports Ground	Adelphi Road, Claremont
AYC Netball Centre	Fletcher Avenue, Moonah
Cadbury Sports Ground	Cadbury Road, Claremont
Claremont Recreation Ground	Main Road, Claremont
Glenorchy Recreation Ground	Eady Street, Glenorchy
Goulds Lagoon	Main Road, Granton
KGV Sports Grounds	Grove Road, Glenorchy
North Chigwell Soccer Ground	Allunga Road, Chigwell
Poimena Reserve (adjacent to car park)	Wakehurst Road, Austins Ferry
Prince of Wales Bay Recreation Ground	Gepp Parade, Derwent Park
Shoobridge Park (sport oval only)	Austins Ferry Road, Austins Ferry
St Mathews Church	Main Road, Glenorchy
The Intercity Cycleway	
Tolosa Park	Tolosa Street, Glenorchy
Wellington Park Reserve	

OFF-LEAD EXERCISE AREAS

Site	Location
Anear Court Reserve 2	Anear Court, Lutana
Arunta Crescent Reserve	Arunta Crescent, Chigwell
Austins Ferry Park	261 Main Rd, Austins Ferry (adjacent to Gunns Mill)
Berriedale Foreshore Reserve	Off Alcorso Drive, Berriedale
Berriedale Park	Main Road, Berriedale
Box Hill Road Reserve	Power Line easement between Box Hill Road and Battersby Drive, Claremont
Cairnduff Reserve	Brent Street, Glenorchy
Camden Crescent Reserve	Camden Crescent, Moonah
Catherine Street Reserve	Catherine Street, Chigwell
Chapel St Reserve	Chapel Street, Glenorchy
Collinsvale Hall Reserve	Hall Road, Collinsvale
Elliot Road Reservoir Reserve	Elliot Road to Montrose Road
Gepp Parade River Reserve	Gepp Parade, Goodwood
Glenorchy Recreation Reserve	Bowden Street, Glenorchy

Site	Location
Grubbs Quarry	Gerrard Street & Highfield Street, West Moonah
James Austin Reserve	Austins Ferry Road, Austins Ferry
Jim Bacon Memorial Reserve	Devines Road, West Moonah
Katoomba Reserve	Katoomba Crescent, Montrose
Knights Point Reserve	Windermere Beach Road, Claremont, continuation of foreshore walk between Connewarre Bay and Windermere Bay
Lutana Woodlands	Bowen Road, Lutana (also accessed off Lennox Ave)
Montrose Bay Foreshore Community Park	Brooker Avenue, Montrose
Montrose Road Reserve	Montrose Road, Montrose
Norman Circle Reserve	Norman Circle, Glenorchy
Ripley Road Powerline Easement	Ripley Road, West Moonah
Ripley Road Reserve	Ripley Road, West Moonah
Tolosa Park Reserve	Tolosa Street, Glenorchy (left side of Tolosa St only)
Wariga Road Reserve	Wariga Road, Glenorchy
Weston Park	Austins Ferry Road, Austins Ferry
Wilkinsons Point	Brooker Avenue, Glenorchy

ON LEAD EXERCISE AREAS

- all road and road related areas within the Glenorchy municipal area, and
- all Council controlled land not specifically defined within this policy, or not defined by signage.

Site	Location
Amy Street Community Park	Amy Street, West Moonah
Balmain Street Reserve	Balmain Street, Glenorchy (walking track leading to Main Road adjacent to Humphreys Rivulet)
Barossa Road Island Reserve	Barossa Road, Glenorchy
Barossa Road Reserve 81-85	Barossa Road, Glenorchy
Beedhams Reserve	Main Road, Claremont
Benjafield Park	Hopkins Street, Moonah
Berriedale Foreshore	Between Lowestoft Bay, Connewarre Bay and Knights Point
Box Hill Rd Reserve 104B	Box Hill Rd, Claremont (between Box Hill Road and Cullen Street)
Canberra Rd Reserve	Canberra Road, Claremont
Chapel Street Reserve 136	Chapel Street, Glenorchy (adjacent to Humphreys Rivulet)
Claremont Link Vacant land	Claremont Link Road, Claremont/Chigwell
Council Chambers Forecourt	Main Road, Glenorchy
Cullen Street Reserve	Cullen Street, Claremont
Dowsing Point Community Park	Park Road, Dowsing Point (separation required from BBQ and play equipment)
Gerrard Street Reserve 2	Creek Road, Moonah (adjacent to rivulet)
Gibbins Reserve	Gepp Parade, Goodwood
Goodwood Park	Howard Road, Goodwood
Hestercombe Road Reserve	Hestercombe Road, Granton
Loftus Street Reserve	Loftus Street, West Moonah
Main Road Reserve	Main Road, Claremont (adjacent to the rail line near Beedhams Reserve)
N.R. Pearce Reserve	
Nambour Place Reserve	Nambour Place, Glenorchy
Poimena Skyline Reserve	Wakehurst Road, Austins Ferry (formed tracks north of the car park only)

Site	Location
Roseneath Park	Main Road, Austins Ferry
Shoobridge Park – Outside Sports Oval	Austins Ferry Road, Austins Ferry
Sixth Avenue Reserve	Sixth Avenue, West Moonah
St Aubyn Square Park	St Aubyns Square, Moonah
Vieste Drive	Vieste Drive, Glenorchy
Weston Place Reserve	Weston Place, Glenorchy
Windermere Bay Community Park	Cadbury Road, Claremont
Windsor Street Park	Windsor Street, Glenorchy

RESTRICTED AREAS

Nil defined

TRAINING AREAS

Nil defined



Statement of Commitment on Housing

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. We will work closely with our residents, businesses, housing providers, developers, government and non-government partners to implement the following commitment.

Glenorchy City Council will

Engage with our community and data providers to gather information about Glenorchy's housing needs, including land availability and demand.

Work with our partners to support residents experiencing housing stress and homelessness.

Engage with our community and housing providers about different types of housing and the benefits of having a diversity of housing options in our City.

Advocate to the Tasmanian and Australian governments to invest in and provide affordable and social housing and supported accommodation in Glenorchy.

Partner with housing providers and developers to increase the overall supply of affordable and social housing, and supported accommodation in Glenorchy and to encourage liveable housing design.

Actively explore opportunities to increase affordable and social housing and supported accommodation in Glenorchy, when developing and disposing of Council land, where appropriate.

Facilitate affordable and social housing and supported accommodation in Glenorchy through considering zoning at strategic sites and working with developers, where appropriate.

Advocate to the Tasmanian Government for planning controls that facilitate affordable and social housing and supported accommodation, where appropriate.

FURTHER INFORMATION

Phone: 6216 6800

Email: gccmail@gcc.tas.gov.au,

Web: www.gcc.tas.gov.au



P: 6216 6800
www.gcc.tas.gov.au

Special Committee Annual Report 1 July 2019 – 30 June 2020

Glenorchy Access Advisory Committee



The Glenorchy Access Advisory Committee purpose

The role of the Glenorchy City Council Access Committee is to make Glenorchy a more accessible and inclusive community.

The committee is guided by Councils Access Action plan 2016 -2021

Committee Members

Alderman Jan Dunsby (Chair), Alderman Melissa Carlton, Patrick Eadington, Simon Modrijan, David Smith, Luke Mayes, Joe Chivers, Tony Fulton, Christopher Tunks, Pamela Sutton (Resigned)

Organisation Representatives

Darren Frost (NDIS), Melinda Harris (Baptcare) Steven Triffitt (APM), Tim Marks (Tas. Amputee Society) and Tania Wilton (Maxima).

Glenorchy City Council Staff

Mark Thorp and Elisa Ryan, Responsible Officer.

Community Plan Reference

Making lives better

Strategic or Annual Plan Reference

Making lives better

Objective 1.2 Support our communities to pursue and achieve goals

Strategy 1.1.1 Build relationships and networks that create opportunities for our community

Objective 1.1 Know our communities and what they value.

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

Number of meetings held: 8 meetings were held *this is for the financial year July 18 – June 19*

Aldermen attendance record:

- Alderman Jan Dunsby attended [7] out of [8] meetings
- Alderman Melissa Carlton attended [5] out of [8] meetings

Summary of the committee's activities and outcomes 1 July 2019 – 30 June 2020:

Activity	Outcome
Supported the re-funding of Disability Voices Tasmania (DVT)	DVT re-funded for 3 years
Completed Dementia Friendly Training	Access members now dementia friends
Provided advice through consultations on the following: • Public Art Project	High engagement with the committee and their advice incorporated into major projects

- Public Toilet Strategy - Mountain Bike Masterplan - Track trails Glenorchy pathway project - GCC events policy - Playspaces project - Review of Parking Strategy	resulting in better access outcomes for the community E.g. Mountain Bike gateway and access to trails and Playspaces project (Gibbins Reserve Accessible Playground)
Special Committees training	Training for members of Council's Special Committees was held in November and in June. All members of the Committee attended
Completed the Cycleway Audit and subsequent report	Report submitted to responsible Council department Managers. Actions have commenced including works on 3 railway crossings and Station Street picnic area
Increased internal communications in relation to accessibility actions and responsibilities Temporary hiatus of meetings due to COVID-19	Greater engagement between Council departments. COVID-19 has limited activities and meetings during this period
Delivery of successful International Day for People with Disability event 2019 (Dec)	Over 500+ attendees and 31 service provider stalls and activities on the day with positive outcomes (44% of services and activity hosts thought the event was excellent, 44% thought it was very good with 11% thinking it was good) Report submitted with detailed outcomes. All Access Committee members played an active role on the day
Developed a 12-month priority plan from the Access Action Plan 2016 - 2021	40% In progress or waiting on further action from other departments/COVID affected 40% Completed 20% not commenced committee reviewing monthly
Reviewed and agreed on Access Infrastructure projects for 2019 -20	All projects completed
Auspiced the delivery of the Access & Inclusion Toolkit training and delivery within GCC	Toolkit training delivered to 28 staff – a number of staff are using and implementing the toolkit to identify access and inclusion needs within the scope of their work
Conducted 2 face to face Disability Awareness Training sessions. Developed an online training module for staff during COVID-19	31 staff members trained
Commenced work on accessible event guidelines	Diversity of training opportunities available during COVID-19
Access Officer added to Events on Council land authority	Scope for improved accessibility for GCC events Increased engagement with external event hosts, opportunity to send accessible information to support their event

Summary of the committee's aims and objectives for the next 6 months 1 July – 31 Dec 2020, and the strategies to be employed to meet them:

Aim/objective	How will this be achieved? (strategy)
Review the outcomes of the 12-month priority plan and committee to identify 20/21 goals and priorities within the Access Action Plan	Workshop held at September committee meeting (Usually held in June but held up due to COVID-19)
To increase internal consultations with the Access Committee across all departments of Council and improve the importance of implementing feedback and advice. e.g. economic development, communications and major projects (CBD redevelopment)	Develop a how to consult document and to meet with department heads regularly
Recognise staff that are going above and beyond in terms of access and inclusion	Invite staff to end of year celebration
Work with People and Culture to Implement a more robust and accountable Disability Awareness Training program	Focused at a Manager level and creating relationships with Learning and Development Advisor
To fill vacancies within the committee	Commence a recruiting process later in 2020
To develop a streamlined strategy for reporting from other departments	Ensure the internal process are integrated – To be focused at Manager/Director level

Details of funds received and/or spent during 1 July 2019 – 30 June 2020: *this is special purpose funding which does not include operation budget*

Funds received		Funds spent	
Amount	Description	Amount	Description
\$	Priority access projects have a small budget allocation through Engineering and Design.	\$2500	IDPWD
\$2500	IDPWD		

Approximate number of hours spent working on administration matters related to this special committee during 1 July 2019 – 30 June 2020 *Responsible Officers approx. administration hours*

- Elisa Ryan spent 336 hours

Special Committee Annual Report 1 July 2019 – 30 June 2020

Glenorchy Arts & Culture Advisory Committee



The Glenorchy Arts & Culture Advisory Committee advises the Glenorchy City Council on arts and cultural development and provides input into the development of Council services and activities such as the Moonah Arts Centre, community cultural development projects, public art, festivals and events.

Committee Members

Alderman Gaye Richardson, Alderman Kelly Simms, Josh Langford, Josie Chapman, Matthew Stolp, Sandesh Pariyar, Timothy Webb, Kelly Eijdenberg (Poco People), Megan Keating (UTAS), Natalie Holtsbaum (MONA), Belinda Vernon (Mosiatic) and Joshua Lowe (until Dec 2019).

Glenorchy City Council Staff

Eleanor Downes, Responsible Officer

Community Plan Reference

Making lives better

Valuing our Environment

Building Image and Pride

Strategic or Annual Plan Reference

Making lives better

Objective 1.1 Know our communities and what they value

Strategy 1.1.1 Guide decision making through continued community engagement based on our community plan

1.1.1.02 Support Council's special committees

Objective 1.2 Support our communities to pursue and achieve their goals

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

1.2.3 Deliver the Moonah Taste of the World Festival

Deliver Carols by Candlelight

Plan and promote events, exhibitions and workshops at the Moonah Arts Centre or other venues

Valuing our Environment

Objective 3.1 Create a livable and desirable city

Strategy 3.1.1 Revitalise our CBD areas through infrastructure and improvements

Implement the CBD Public Art Project

Building Image and Pride

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

5.1.1 Commence developing an Arts and Culture Strategy

Number of meetings held: 4

Aldermen attendance record:

- Alderman Gaye Richardson attended 4 out of 4 meetings
- Alderman Kelly Sims attended 1 out of 4 meetings

Summary of the committee's activities and outcomes 1 July 2019 – 30 June 2020:

Activity	Outcome
New Committee formed	Committee held its first meeting in August
Consultation on programming and activities of Arts & Culture including the Moonah Arts Centre, school holiday activities, Friday Nights Live, public programs, events etc	The Committee provided feedback, ideas, contacts etc which had a positive impact on programming choices and directions
2020 MAC Visual Arts Program Expressions of Interest	A working group involving two members of the Committee was formed to review the expressions of interests from artist/s to exhibit at Moonah Arts Centre in 2020. This process led to the development of the annual Visual Arts Program. The panel met in September
Glenorchy CBD Revitalisation Public Art Project	One representative of the Committee is part of the Public Art Project CBD Selection Committee. This Committee selected the artist commissioned to develop public artwork as part of the Glenorchy CBD Revitalisation Project
Carols – A Not so Silent Night	The Carols event was held in Tolosa Park in December. The Committee offered input and advice on the programming of the stage and activities for families and children
Moonah Taste of the World	The Committee offered input and advice on the programming of stages community workshops. Unfortunately, the event was not held in 2020 due to COVID19
Special Committees Training	Training for members of Council's Special Committees was held in November and in June. All members of the Committee attended
Annual Gathering	Members of the Committee attended the Annual Gathering for members of Council's Special Committees held in December

Summary of the committee's aims and objectives for the next 6 months 1 July – 31 Dec 2020, and the strategies to be employed to meet them:

Aim/objective	How will this be achieved? (strategy)
'Culture' Discussion	A workshop of the Committee will be held in July which will examine the use of the word 'culture' in the committee's name and purpose. The Committee will as a group define what that means in terms of their role as a special Committee of Council
Towards 2040: A City of Arts - Arts & Culture Strategy Development Project Working Group	Two members of the Committee will be part of the Project Working Group who will assist with the development of this project
Towards 2040: A City of Arts - Arts & Culture Strategy Development Project	The Committee will form the Project Reference Group for the development of the Arts & Culture Strategy

Details of funds received and/or spent during 1 July 2019 – 30 June 2020: *this is special purpose funding which does not include operation budget*

Funds received		Funds spent	
Amount	Description	Amount	Description
\$	none	\$	none

Approximate number of hours spent working on administration matters related to this special committee during 1 July 2019 – 30 June 2020 *Responsible Officers approx. administration hours*

- Eleanor Downes spent 175 hours

Special Committee Annual Report 1 July 2019 – 30 June 2020



Glenorchy Carols Special Committee

The role of the Glenorchy Carols By Candlelight Committee is to:

- Oversee the development and staging of the annual Glenorchy Carols by Candlelight event;
- Advocate on behalf of the event to potential sponsors, partners and the general community
- Oversee and advise on key partnerships with service organisations engaged with the event.

Please note: no approved Terms of Reference document exists for Glenorchy Carols Special Committee.

Committee Members

Alderman Gaye Richardson (Co-chair), Alderman Steven King (Co-chair), Bill Pearson, Brutukan Melkamu, Naarah Barnes Louise Ims (YMCA), Jessica Lloyd

Glenorchy City Council Staff

Andrea Marquardt, Kelly Drummond-Cawthon, Matthew Fargher and Kirilly Crawford, Responsible Officer

Community Plan Reference

Making lives better

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

Community Goals include:

- Our social, recreational and cultural facilities, events and experiences will attract and retain people in Glenorchy to share our wonderful way of life.

Strategic or Annual Plan Reference

Annual Plan

Priority Action: 1.2.3 Deliver the Moonah Taste of the World Festival

Supporting Action: Deliver Carols by Candlelight

Making Lives Better

The Strategic Planning Framework uses these community goals to create objectives. The relevant objective for Glenorchy Carols is Making Lives Better – facilitate and/or deliver services to our community.

Further to this, the strategies to achieve these objectives are set out below.

Objective	Strategy
1.1 Know our communities and what they value.	1.1.1 Guide decision making through continued community engagement based on our Community Plan. 1.1.2 Encourage diversity in our community by facilitating opportunities and connections.

1.2 Support our communities to pursue and achieve their goals.	1.2.1 Encourage and support communities to express and achieve their aspirations. 1.2.2 Build relationships and networks that create opportunities for our communities. 1.2.3 Promote creative expression and participation and life-long learning as priorities for our communities.
1.3 Facilitate and/or deliver services to our communities.	1.3.1 Directly deliver defined service levels to our communities. 1.3.2 Identify and engage in partnerships that can more effectively deliver defined service levels to our communities.

Strategic Performance Measures are also in place to help gauge how Council is tracking with meeting its strategic objectives. The relevant Strategic Performance Measure for Glenorchy Carols is – Participation in arts and cultural activities (Source: Community Survey)

Number of meetings held: 5

Aldermen attendance record:

1. Alderman Gaye Richardson attended 5 out of 5 meetings
2. Alderman Steven King attended 3 out of 5 meetings

Summary of the committee's activities and outcomes 1 July 2019 – 30 June 2020:

Activity	Outcome
Provide advice and recommendations on delivery and staging of the annual Glenorchy Carols by Candlelight event.	Successful event held at Tolosa Park on 7 December 2019

Summary of the committee's aims and objectives for the next 6 months 1 July – 31 Dec 2020, and the strategies to be employed to meet them:

Aim/objective	How will this be achieved? (strategy)
Committee members and Terms of Reference for 2020/2021 are not confirmed at this stage	

Details of funds received and/or spent during 1 July 2019 – 30 June 2020: *this is special purpose funding which does not include operation budget*

Funds received		Funds spent	
Amount	Description	Amount	Description
\$		\$	

Approximate number of hours spent working on administration matters related to this special committee during 1 July 2019 – 30 June 2020 *Responsible Officers approx. administration hours*

- Major Events Officer, Kirilly Crawford spent 35 hours

Special Committee Annual Report 1 July 2019 – 30 June 2020



Healthy Communities Advisory Committee (HCAC)

Purpose

In line with the *Glenorchy Healthy Communities Plan 2014-2023*, the Healthy Communities Advisory committee aims to:

- improve health and wellbeing of the people of Glenorchy through increased awareness of, and participation in, physical and wellness activities; and
- contribute to the three specific goals in the *Glenorchy Healthy Communities Plan 2014 -2023*:
 1. a natural and built environment that encourages active lifestyles and healthy eating
 2. a cohesive and inclusive community with well-developed social and community assets and networks, and
 3. improved health knowledge, practices and lifestyles.

In addition, the committee may undertake additional activities in response to community need and/or at Council's request. The actions of the committee are listed in an annual action plan. A report on progress towards the 2019-20 action plan is attached for reference.

Committee Members

Alderman Kelly Simms, Alderman Bec Thomas (Chair), Leon Carr, Tracey Burn, Emma Robertson, Brittany Szlezak, Peter Bradley and Brendan Wilson

Glenorchy City Council Staff

Alex Woodward, Willie Joseph and Jill Sleiters, Responsible Officers

Community Plan Reference

Leading our Community

Objective 4.3 Build Strong relationships to deliver our communities goals.

Strategy 4.3.1 Foster productive relationships with other levels of government, other councils and peak bodies to achieve community outcomes.

Making lives better

Objective 1.2 Support our communities to pursue and achieve goals

Strategy 1.1.1 Build relationships and networks that create opportunities for our community

Number of meetings held:

Five (5) meetings were held between July 2019 and June 2020 – (July 2019, September 2019, November 2019, February 2020, June 2020). The scheduled April 2020 meeting and May 2020 workshop were both cancelled as a result of COVID-19.

Aldermen attendance record:

- Deputy Mayor, Alderman Bec Thomas attended five (5) out of five (5) meetings
- Alderman Kelly Sims attended two (2) out of five (5) meetings

Summary of the committee's activities and outcomes 1 July 2019 – 30 June 2020:

Activity	Outcome
Capital Works and Property updates are standard agenda items and include reports on major developments, such as the Montrose Bay/Gibbins reserve projects, sport and recreation infrastructure projects, grants and updates to policies such as the Leases and Licenses policy	The committee has provided comment on these projects at meetings.
An update from the Healthy Communities Officer is also a standard agenda item, relating to projects and initiatives that address outcomes in the Healthy Communities Plan, including: • Glenorchy on the Go Ambassador program • Live Well Live Long Health and Wellbeing program for Seniors • Local drug Action Team – HAPPY program for youth	The committee has contributed ideas towards delivery and promotion of these programs
The Healthy Communities Advisory Committee 12-month action plan was developed	Report on progress towards actions provided at most meetings
September 2019 – Paths, tracks and trails project and social pinpoint tool presented by Patrick Marshall	Committee members invited to contribute to the survey and make comment
September 2019 – Tolosa Park Mountain Bike Masterplan project presented by Adam Muyt	Committee provided feedback and comments
Consultation/engagement: November 2019 - Community Yarns presentation by Marina Campbell, Manager Community	Committee members who attended the first Community Yarn provided their feedback. Health and wellbeing topics were raised at the Community Yarn session.
Consultation/engagement: November 2019 - The draft Lease and license policy was presented by Alex Woodward, Manager Property, Waste and Environment.	The committee provided comments on the policy
Consultation/engagement: November 2019 - The draft Public Toilet Strategy was presented by Vanessa Cooling, Special Projects Officer.	The committee provided comments on the policy
Training: December 2019 – Special Committees training	Most members attend the training and contributed towards the effective meetings

	document that was prepared for the committees
Consultation/engagement: 18 February 2020 – Play Spaces presentation and consultation - Neal Ames, Sport and Recreation Project Manager	The Committee provided input into the plans for the Montrose Bay and Giblins Reserve developments The Committee was called upon to be champions for this project
Consultation/engagement: 15 May 2020 – Draft Play Spaces designs were presented by Neal Ames	The Committee provided further comments around the designs
Training: June 2020 – Special Committees training	The remainder of the committee attended this second training session and also provided feedback on the operations of the special committees

Summary of the committee's aims and objectives for the next 6 months 1 July – 31 Dec 2020, and the strategies to be employed to meet them:

Aim/objective	How will this be achieved? (strategy)
Review and plan priorities and actions for the next 12 months	Workshop in August 2020
The following Healthy Community Plan goals have been identified by the committee as needing further attention and action: 3.1 Protect, develop and expand Glenorchy on the Go as a brand representing programs and initiatives to improve knowledge, personal health practices and healthy lifestyles, through programs and activities 3.2 Promote and market available opportunities	3.1.1 Develop a plan and partnerships to reinvigorate Glenorchy on the Go 3.2.1 Complete a Healthy Communities Promotion and Marketing Strategy
The committee has expressed interest in having opportunities to be involved in Council events and activities to promote health and wellbeing in the community	Officers to regularly provide information on upcoming events and activities

Details of funds received and/or spent during 1 July 2019 – 30 June 2020: this is special purpose funding which does not include operation budget

Funds received		Funds spent	
Amount	Description	Amount	Description
\$0		\$0	

Approximate number of hours spent working on administration matters related to this special committee during 1 July 2019 – 30 June 2020 *Responsible Officers approx. administration hours*

- Willie Joseph and Jill Sleiters spent approximately 100 hours

Special Committee Annual Report 1 July 2019 – 30 June 2020



Safer Communities Advisory Committee

The Safer Communities Advisory Committee purpose:

In line with the Council approved Safer Communities Framework 2019-2029, the committee aims to:

Provide advice and feedback to Council on matters that relate to the implementation of the Safer Communities Framework. Particularly in relation to addressing the five key elements identified as contributing to safer communities that include:

- 1) Creating Connected Communities
- 2) Community Cultural Development
- 3) Building a Welcoming City
- 4) Local Area Renewal
- 5) Addressing Social Injustice

In addition, the committee may undertake additional activities in response to community need and/or at Council's request. The actions of the committee are listed in an annual action plan.

Committee Members

Alderman Kristie Johnston (Chair), Alderman Jan Dunsby, Amin Shoushtari, Peter Harriss, Jeff Bendall, Edward Gearman, M'Lynda Stubbs, Kylie Murphy, Don McCrae and Jeff Milkins.

Glenorchy City Council Staff

Lisa Rudd, Responsible Officer

Community Plan Reference

Building Image and Pride

Making lives better

Strategic Plan Reference

Leading Our Community

Objective 4.3 Build strong relationships to deliver our communities goals.

Strategy 4.3.1 Foster productive relationships with other levels of government, other councils and peak bodies to achieve community outcomes.

Number of meetings/action-based initiatives held: 2

Aldermen attendance record:

- Mayor Kristie Johnston attended 1 out of 2 meetings
- Alderman Jan Dunsby attended 2 out of 2 meetings

Summary of the committee's activities and outcomes 1 July 2019 – 30 June 2020:

Activity	Outcome
Selection of the Safer Communities Advisory September 2019	Completed
26 th & 28 th November 2019	Advisory Committee Training Sessions
27 th February 2020	1 st meeting of the new Advisory Committee. 9 members, 1 apology
Meeting - April	Canceled due to COVID-19
24 th June 2020	Advisory Committee Training Sessions
25 th June 2020	Online meeting: 9 Members, 1 Apology
May/June 2020	Collaboration on Homelessness Kindness Cards; Planning for Action August and Homelessness Week 2020.

Summary of the committee's aims and objectives and the strategies to be employed to meet them:

Aim/objective 2019	How will this be achieved.
Provide advice and feedback to Council on matters that relate to the implementation of the Safer Communities Framework (SCF)	Meeting agendas will include the five key focus elements of the SCF: 1) Creating Connected Communities 2) Community Cultural Development 3) Building a Welcoming City 4) Local Area Renewal 5) Addressing Social Injustice
Request Council action on matters relating to the Safer Communities Framework	If matters are identified that require action by Council a request will be made for the matter to be addressed
Respond to Council requests on matters relating to the SCF.	Committee members will collectively devise a response to matters if requested by Council
Committee members are to be points of contact for the community in relation to the SCF.	Committee Members will be familiar with the SCF and be willing to engage with members of the public in relation to the Framework.
Gather and disseminate information related to the SCF.	Committee members will provide information that is relevant to support the SCF and also share information about SCAC and the SCF with their networks, partners and other relevant target audiences
Promote the five key elements of the SCF	Promotional opportunities will be identified during meetings and implemented by committee members

Details of funds received and/or spent during 1 July 2019 – 30 June 2020: this is special purpose funding which does not include operation budget

Funds received		Funds spent	
Amount	Description	Amount	Description
\$ 0		\$ 0	

Approximate number of hours spent working on administration matters related to this special committee during 1 July 2019 – 30 June 2020 Responsible Officers approx. administration hours

- Lisa Rudd: 100 hours

Attachment 1



Monthly Financial Performance Report

For the year-to-date ending 31 July 2020

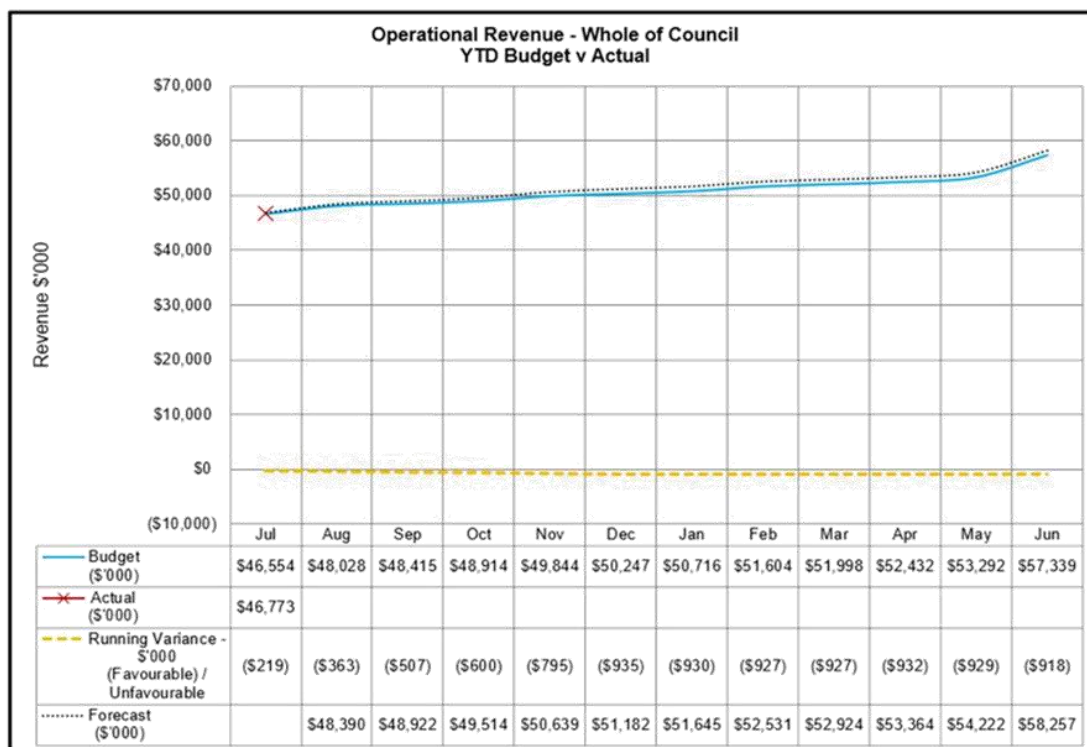
Statement of Comprehensive Income

Glenorchy City Council Financial Report Statement of Comprehensive Income to 31 July 2020					
Year-to-Date (YTD)	Note	2020 Budget \$'000	2020 Actual \$'000	2019 Actual \$'000	2020 Variance Actual to Budget
Income					
Recurrent Income					
Rates		39,958	39,893	40,624	↓ 0.2%
User charges and licences		6,442	6,504	5,826	↑ 1.0%
Interest		17	9	24	↓ 45.0%
Grants	1	149	335	694	↑ >100%
Contributions - cash		5	2	2	↓ 61.8%
Investment income from TasWater		-	-	-	↔ 0.0%
Other income		4	4	9	↔ 0.0%
		46,574	46,747	47,178	↑ 0.4%
Capital Income					
Contributions – monetary		-	-	-	↔ 0.0%
Contributions – non-monetary assets		-	-	-	↔ 0.0%
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	2	(21)	25	10	↑ >100%
Capital grants received specifically for new or upgraded assets		-	-	-	↔ 0.0%
		(21)	25	10	↑ >100%
Total Income		46,554	46,773	47,189	↑ 0.5%
Expenses					
Employment costs	3	1,755	1,589	1,786	↓ 9.5%
Materials and services	4	1,859	1,251	1,379	↓ 32.7%
Depreciation and amortisation		1,124	1,163	1,150	↑ 3.4%
State Fire Commission contribution		-	-	-	↔ 0.0%
Finance costs		-	-	-	↔ 0.0%
Assets written off		92	-	-	↓ 100%
Bad and doubtful debts		-	-	-	↔ 0.0%
Other expenses		168	209	50	↑ 24.2%
Total expenses		4,999	4,212	4,366	↓ 15.7%
Surplus/(deficit)		41,555	42,561	42,823	↑ 2.4%
Other Comprehensive income					
Items that will not be reclassified to surplus or deficit					
Net gain/(loss) on revaluation of property, plant and equipment		-	-	-	
		-	-	-	
Items that may be reclassified subsequently to surplus or deficit					
Financial assets available for sale reserve		-	-	-	
-Fair value adjustment on available for sale assets		-	-	-	
Total other comprehensive income		-	-	-	
Total comprehensive result		41,555	42,561	42,823	↑ 2.4%

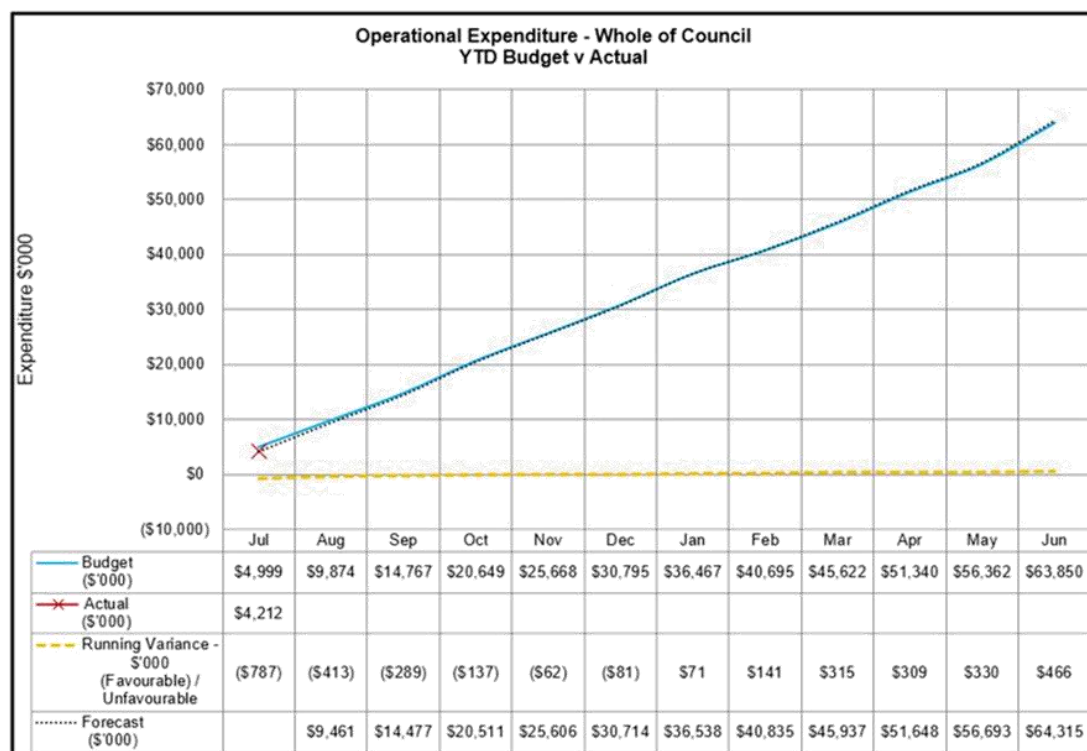
Nb: Rounding may be reflected in some subtotals

Attachment 1

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

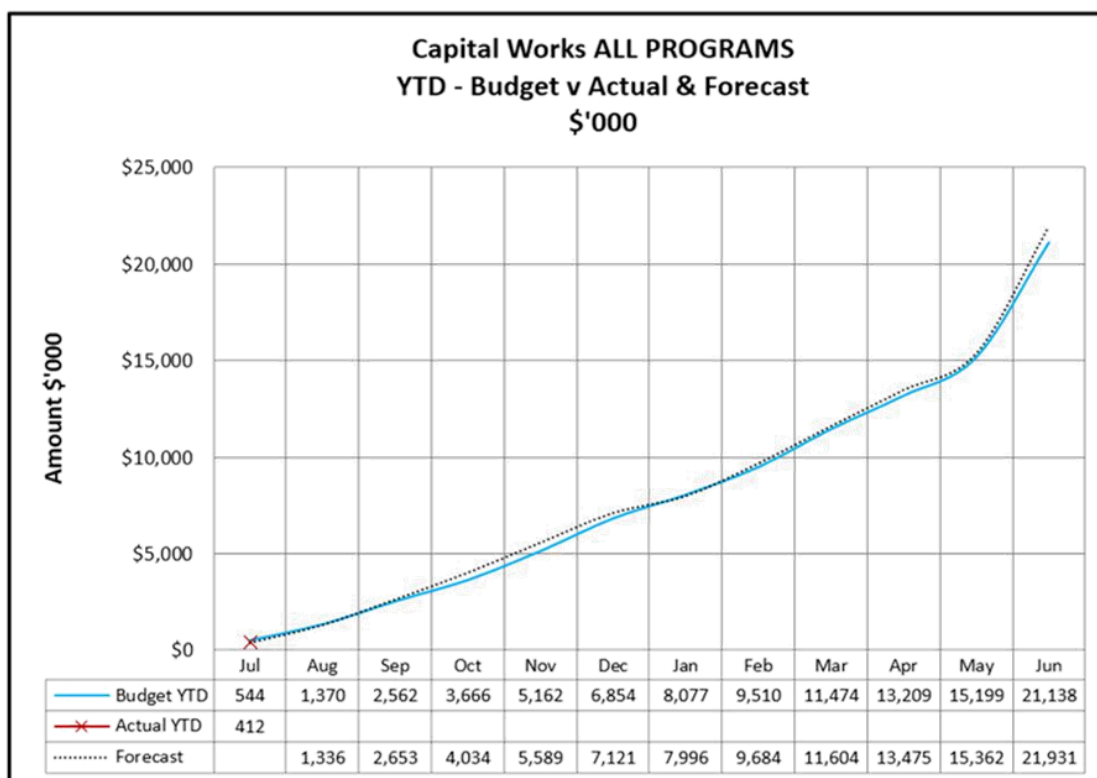


Operational Expenditure – Whole of Council – \$ YTD Accumulative by Month

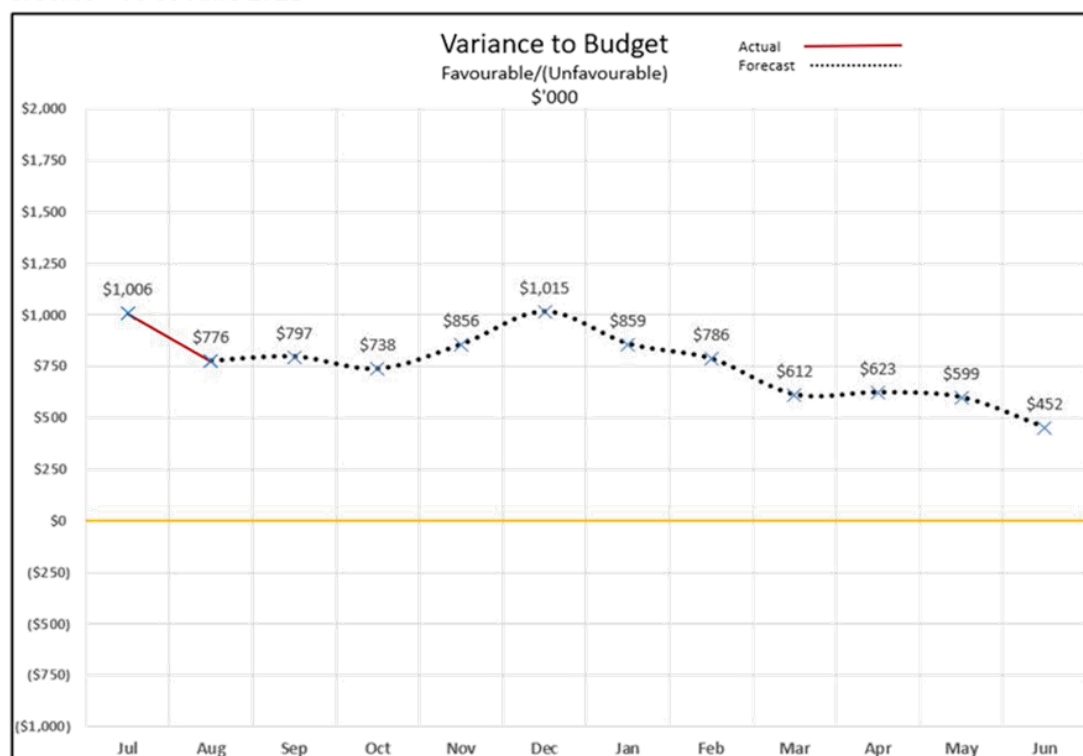


Attachment 1

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



Forecast – To 30 June 2021



Attachment 1

Explanatory Notes

These notes are provided where a single or collective variance within the Statement of Comprehensive Income requires explanation. To enable \$ variances to be contextualised, they are also expressed as a % variance (rounded to a whole number). In most instances, variances are “year specific” and are not an indicator of potential budget or actual outcomes in subsequent years.

Notes:

1. The threshold for variance reporting only details those areas deemed to be significant.
2. Arrow indicators represent:

Revenue higher than budget	↑	Revenue lower than budget	↓
Expense higher than budget	↑	Expense lower than budget	↓

Further information on the financial impacts of COVID-19 follows these explanatory notes.

Note	Revenue / Expenditure Item			
1	Grants:			
			Variance \$'000	Variance %
	Grants Budgeted but Not Yet Received ¹	↓	149	100%
	Unbudgeted Grants Received ²	↑	137	100%
	Unspent Grants from 2019/20 ³	↑	199	100%
	1. Five grants are yet to be received. 2. Commonwealth childcare subsidies have been received. 3. Unspent specific purpose grants from 2019/20 have been carried forward.			
2	Gain/(Loss) on Disposal of Assets:			
			Variance \$'000	Variance %
	Vehicle Sales	↑	25	>100%
	Council has budgeted for a gain/(loss) on disposed assets (book value minus sale proceeds), however this month's reported gain represents only the sale proceeds. Adjustments to the book values will take place on 30 June which will offset most, if not all, of the current reported gain.			
3	Employee Costs:			
			Variance \$,000	Variance %
	Salaries & OnCosts	↓	166	9%
	Five vacancies under recruitment and additional budget for unforeseen responses to COVID-19 not yet utilised has resulted in the underspend.			

Attachment 1

	Materials & Services:		
		Variance \$,000	Variance %
	Various Programs	↑ 605	32%
4	This month sees an over expenditure situation representing the accumulation of smaller over and under expenditures across many programs. Of particular note:		
	Waste Management \$208k <i>Late supplier invoices</i>		
	Service Management \$123k <i>Software licence accruals from 2019/20</i>		
	Governance & Compliance \$69k <i>Late insurance policy renewals</i>		
	Asset Management \$56k <i>Late public lighting invoice</i>		
	Property Services \$42k <i>Late electricity supply invoices</i>		

COVID-19

For the 2020/21 financial year to date, expenditure and commitments totalling \$47k have been incurred in the carrying out of COVID-19 safety and control measures. This is in addition to the \$352k incurred in the 2019/20 financial year.

The following table details the 2020/21 expenditure:

Category	Expenditure	Purchase Orders
Allowances	\$24	
Communication	\$40	
Contractors	\$15,512	\$16,379
Employee Costs	\$5,671	
Fixtures & Fittings		\$468
Internal Plant	\$51	
IT Purchases	\$23	
Labour Hire	\$573	
Materials	\$7,653	\$204
Minor Equipment	\$391	
Public Relations	\$157	
TOTALS	\$30,094	\$17,051

Attachment 1

Adjustments to amounts previously reported

There are instances where ledger adjustments are required in respect of amounts reported in prior periods. Any adjustments will be visible when comparing current versus previous "Whole of Council Revenue and Expenditure" reports. Changes to the bottom-line variances reported in last month's Financial Performance Report compared those reported this month are:

Revenue - Whole of Council \$'000

As this is the first reporting month for the year, there is no change to previously reported revenue.

Expenditure – Whole of Council \$'000

As this is the first reporting month for the year, there is no change to previously reported revenue.

GLENORCHY CITY COUNCIL

FORECAST STATEMENT OF COMPREHENSIVE INCOME

	Revised Budget 2020/2021 \$'000	Original Budget 2020/2021 \$'000	Movement \$'000
Operating Revenue			
Rates	36,165	36,165	-
Covid-19 Community Assistance Measures	(1,992)	(1,992)	0
State Fire Commission Income	5,928	5,928	-
Statutory Charges	1,575	1,575	0
User Charges	9,863	9,584	279
Covid-19 Community Assistance Measures	(551)	(657)	106
Grants and Subsidies	3,267	2,687	580
Investment Income	200	200	0
Other Income	522	522	0
Total Operating Revenue	54,977	54,012	965
Operating Expenditure			
Finance Charges	235	235	0
Employee Benefits	24,474	24,603	(129)
Administration & Office Costs	6,278	6,092	186
Materials, Services and Contractors	9,724	9,690	34
Covid-19 Community Assistance Measures	2,489	2,489	0
State Fire Commission Contribution	5,898	5,898	0
Depreciation and Amortisation	13,507	13,507	0
Asset Write Off	1,100	1,100	0
Total Operating Expenditure	63,705	63,614	91
Operating Surplus / (Deficit)	(8,728)	(9,602)	874
Non Operating Income			
Capital Grants	1,303	1,303	0
Donated Assets	2,120	2,120	0
Profit / (Loss) on Disposal of Land	(504)	(504)	0
Profit / (Loss) on Disposal of Plant and Equipment	173	173	0
Total Non Operating Income	3,092	3,092	0
Total Comprehensive Surplus / (Deficit)	(5,636)	(6,511)	874

GLENORCHY CITY COUNCIL			
FORECAST STATEMENT OF FINANCIAL POSITION			
	Revised Budget 2020/2021 \$'000	Original Budget 2020/2021 \$'000	Movement \$'000
Assets			
Current Assets			
Cash and Cash Equivalents	10,452	10,156	296
Trade and Other Receivables	8,405	8,405	-
Inventories	115	115	-
Other Assets	1,119	1,119	-
Total Current Assets	20,091	19,795	296
Non Current Assets			
Investment in TasWater	191,317	191,317	-
Property, Plant and Equipment	697,076	696,497	579
Intangible Assets	190	190	-
Other Non Current Assets	4,487	4,487	0
Total Non Current Assets	893,070	892,491	579
Total Assets	913,161	912,286	875
Liabilities			
Current Liabilities			
Trade and Other Payables	3,893	3,893	-
Borrowings	1,834	1,834	-
Provisions	4,534	4,534	-
Other Current Liabilities	2,783	2,783	-
Total Current Liabilities	13,044	13,044	-
Non Current Liabilities			
Borrowings	3,355	3,355	-
Provisions	3,952	3,952	-
Total Non Current Liabilities	7,307	7,307	-
Total Liabilities	20,351	20,351	-
Net Assets	892,810	891,935	875
Equity			
Accumulated Surpluses	527,498	526,622	875
Reserves	365,313	365,313	-
Total Equity	892,810	891,935	875

Glenn County City Council - LTFMP Statement of Comprehensive Income

Financial Year	2020 / 2021	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	2029 / 2030
	Year 1 Budget \$'000	Year 1 Revised Budget \$'000	Year 2 Forecast \$'000	Year 3 Forecast \$'000	Year 4 Forecast \$'000	Year 5 Forecast \$'000	Year 6 Forecast \$'000	Year 7 Forecast \$'000	Year 8 Forecast \$'000	Year 9 Forecast \$'000	Year 10 Forecast \$'000
Operating Revenue											
Rates	36,165	36,165	37,250	38,367	39,518	40,704	41,925	43,183	44,478	45,812	47,187
Covid-19 Economic Stimulus Measures - Rates	(1,992)	(1,992)	0	0	0	0	0	0	0	0	0
State Fire Commission Income	5,928	5,928	6,076	6,228	6,384	6,543	6,707	6,875	7,047	7,223	7,403
Statutory Charges - Development and Building	1,575	1,575	1,512	1,549	1,588	1,628	1,668	1,710	1,753	1,797	1,842
User Charges	1,328	1,293	1,326	1,359	1,393	1,428	1,463	1,500	1,537	1,576	1,615
Covid-19 Impacts - Food Business Licence extension	0	59	0	0	0	0	0	0	0	0	0
Waste Charges	7,376	7,376	7,561	7,750	7,944	8,142	8,346	8,554	8,768	8,987	9,212
DEC Income	23	23	0	0	0	0	0	0	0	0	0
TasWater Investment Income	2,172	2,172	2,172	2,172	2,172	2,172	2,172	2,172	2,172	2,172	2,172
Covid-19 TasWater Impacts	(2,172)	(2,172)	(1,086)	0	0	0	0	0	0	0	0
Grants - FAG	2,589	2,589	2,666	2,733	2,801	2,871	2,943	3,017	3,092	3,169	3,249
Grants - Non FAG	1,194	1,194	1,206	1,219	1,200	1,230	1,261	1,292	1,325	1,358	1,392
Covid-19 Childcare Activity Impacts	(1,096)	(516)	0	0	0	0	0	0	0	0	0
Interest Income	200	200	200	173	199	210	189	198	213	229	250
Childcare Income	567	567	581	595	610	625	641	657	674	690	708
Covid-19 Childcare Activity Impacts	(470)	(216)	0	0	0	0	0	0	0	0	0
Rental Income	760	760	779	799	819	839	860	882	904	926	949
Covid-19 Economic Stimulus Measures - Rents	(657)	(551)	0	0	0	0	0	0	0	0	0
Other Income	522	522	535	548	562	576	590	605	620	636	652
Total Operating Revenue	54,012	54,976	60,777	63,492	65,190	66,968	68,765	70,644	72,582	74,575	76,630
Operating Expenses											
Employee Benefits	24,714	24,583	25,198	25,828	26,473	27,135	27,814	28,509	29,222	29,952	30,701
Covid-19 Employee Benefits Impacts	(111)	(111)	0	0	0	0	0	0	0	0	0
Materials & Services	9,087	9,121	9,658	10,200	10,648	10,997	11,362	11,737	12,122	12,518	12,923
Covid-19 Economic Stimulus Measures - Maintenance	2,489	2,489	0	0	0	0	0	0	0	0	0
Corporate Administration Costs	5,092	5,278	5,409	5,545	5,683	5,825	5,971	6,120	6,273	6,430	6,591
Covid-19 Corporate Admin Costs Impact	1,000	1,000	250	0	0	0	0	0	0	0	0
State Fire Commission Contribution	5,898	5,898	6,045	6,197	6,352	6,510	6,673	6,840	7,011	7,186	7,366
Depreciation Expense	13,322	13,322	14,658	15,135	15,653	16,135	16,620	17,115	17,620	18,135	18,653
Amortisation Expense	185	185	185	185	185	185	185	185	185	185	185
Finance Charges	235	235	221	149	98	48	6	1	0	0	0
Assets Written Off	1,100	1,100	1,128	1,156	1,185	1,214	1,245	1,276	1,308	1,340	1,374
Other	603	603	618	633	649	665	682	699	716	734	753
Total Operating Expenses	63,614	63,703	63,369	65,026	66,736	68,493	69,757	71,384	73,072	74,789	76,545
Operating Surplus / (Deficit)	(9,602)	(8,727)	(2,593)	(1,534)	(1,546)	(1,225)	(991)	(750)	(490)	(214)	85
Physical Resources Free of Charge	2,120	2,120	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Grant amounts specifically for new or upgraded assets	1,303	1,303	8,524	7,124	724	724	724	724	724	724	724
Asset disposal & fair value adjustments	(331)	(331)	0	0	0	0	0	0	0	0	0
Net Surplus / (Deficit)	(6,510)	(5,635)	8,431	8,090	1,677	1,999	2,232	2,474	2,734	3,010	3,309
Other Comprehensive Income											
TasWater Fair Value Adjustment											
Revaluation of PPE											
Total Comprehensive Income	(6,510)	(5,635)	8,431	8,090	1,677	1,999	2,232	2,474	2,734	3,010	3,309

As at 30 June:

Attachments - Council - 31 August 2020

Glenorchy City Council - Long Term Financial Management Plan Replacement Assets

Year Ending 30 June:	2020 / 2021	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	2029 / 2030
	Year 1	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	Budget	Revised Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Capital Expenditure on Renewal or Replacement of Existing Assets:											
Transport, inc Roads & Footpaths	5,476	6,055	6,880	7,059	7,059	9,384	9,614	9,844	10,074	10,304	10,539
Storm Water and Drainage	562	562	520	520	520	510	510	510	510	510	510
Property / Buildings + Land Improve	1,760	1,760	2,042	535	515	1,000	1,000	1,000	1,000	1,000	1,000
Plant & Equipment	280	280	485	250	270	237	241	210	174	207	207
Vehicle & Fleet	360	360	405	410	385	463	492	418	611	377	377
ICT	345	345	443	1,821	1,822	2,272	515	275	360	235	235
Total	8,783	9,362	10,775	10,595	10,571	13,866	12,372	12,257	12,729	12,633	12,868

Depreciation, Amortisation & Impairment - Existing and Replaced Assets											
Transport, inc Roads & Footpaths	8,378	8,378	8,378	8,449	8,525	8,590	8,655	8,700	8,746	8,792	8,839
Storm Water and Drainage	2,348	2,348	3,098	3,119	3,144	3,169	3,194	3,220	3,245	3,270	3,295
Property / Buildings + Land Improve	1,529	1,529	1,529	1,888	2,244	2,444	2,467	2,527	2,587	2,647	2,707
Plant & Equipment	615	615	615	624	633	642	651	660	669	678	687
Vehicle & Fleet	452	452	452	452	452	452	452	452	452	452	452
ICT	0	0	0	125	137	166	194	261	329	396	464
Total	13,322	13,322	14,072	14,658	15,135	15,463	15,613	15,820	16,027	16,235	16,444

Glenorchy City Council - Long Term Financial Management Plan
Replacement Assets

Year Ending 30 June:

2020 / 2021	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	2029 / 2030
Year 1	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Budget	Revised Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000

Depreciation, Amortisation &

Impairment - New Assets

Transport, inc Roads & Footpaths	71	76	65	65	45	46	46	47	47
Storm Water and Drainage	21	25	25	25	25	25	25	25	25
Property / Buildings + Land Improve	359	355	201	23	60	60	60	60	60
Plant & Equipment	9	9	9	9	9	9	9	9	9
Vehicle & Fleet	0	0	0	0	0	0	0	0	0
ICT	125	12	29	28	68	68	68	68	68
Total	0	0	586	477	328	150	207	208	209

Proceeds from Sale of Replaced

Assets:

Motor Vehicles										
Major Plant										
Other 1										
Other 2										
Total	0	0	0	0	0	0	0	0	0	0

Glenorchy City Council - Long Term Financial Management Plan New Assets

Year Ending 30 June:		2020 / 2021	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	2029 / 2030
		Year 1	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		Budget	Revised Budget	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Capital Expenditure on New/Upgraded Assets:												
Transport, inc Roads & Footpaths		2,004	2,004	2,040	1,592	1,592	816	836	856	876	896	896
Storm Water and Drainage		828	828	980	980	980	990	990	990	990	990	990
Property / Buildings + Land Improve		8,979	8,979	8,883	5,015	570	1,500	1,500	1,500	1,500	1,500	1,500
Plant & Equipment		45	45	45	45	45	45	45	45	45	45	45
Vehicle & Fleet		-	-	-	-	-	-	-	-	-	-	-
ICT		501	501	47	114	113	270	270	270	270	270	270
Total:		12,357	12,357	11,995	7,746	3,300	3,621	3,641	3,661	3,681	3,701	3,701
Physical assets received free of charge												
Transport, inc Roads & Footpaths		820	820	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Storm Water and Drainage		1,300	1,300	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Property / Buildings + Land Improve												
Equipment & Furniture												
Plant & Vehicles												
Land												
Total:		2,120	2,120	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500

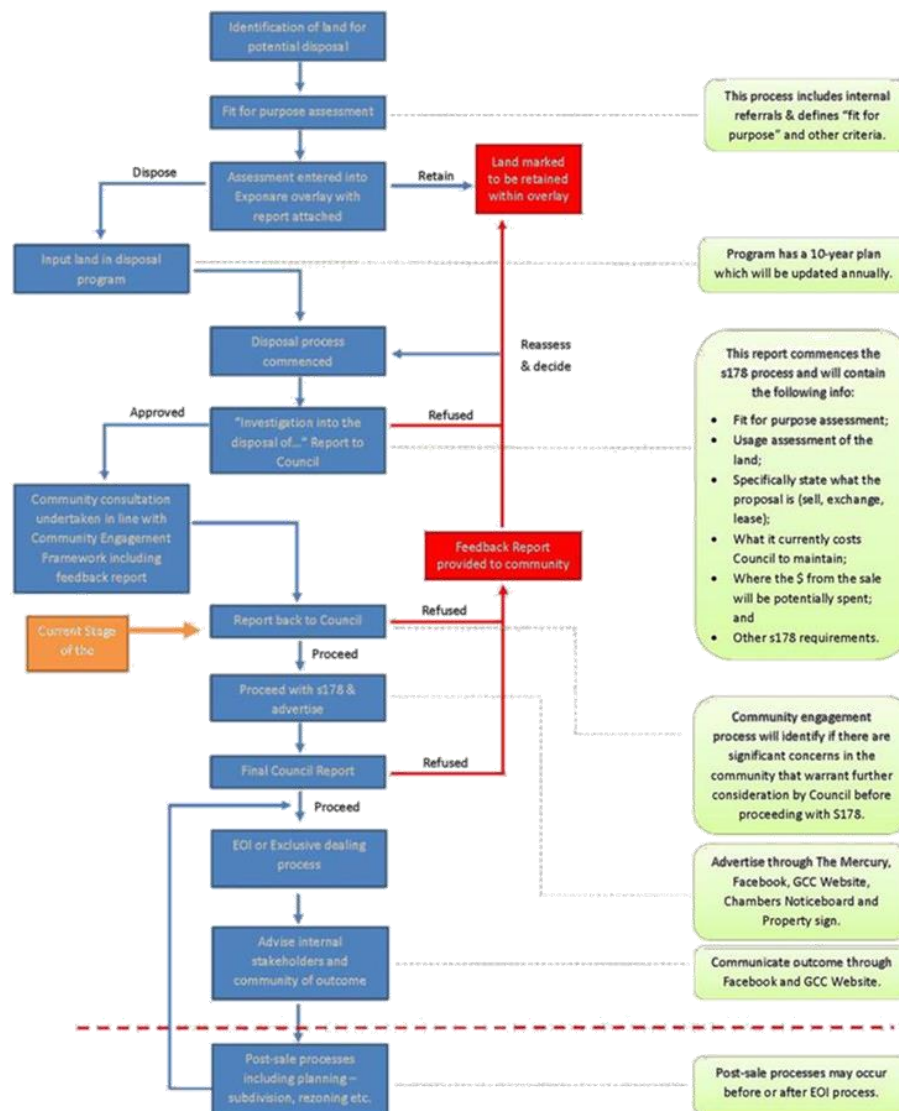
Glenorchy City Council - Long Term Financial Management Plan New Assets

Year Ending 30 June:	2020 / 2021	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025	2025 / 2026	2026 / 2027	2027 / 2028	2028 / 2029	2029 / 2030
	Year 1 Budget	Year 1 Revised Budget	Year 2 Forecast	Year 3 Forecast	Year 4 Forecast	Year 5 Forecast	Year 6 Forecast	Year 7 Forecast	Year 8 Forecast	Year 9 Forecast	Year 10 Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Amounts Received Specifically for											
New/Upgraded Assets:											
Roads To Recovery	724	724	724	724	724	724	724	724	724	724	724
Local Road and Community Infrastructure Pro	579	579									
Blackspot											
Montrose & Giblins Playspace	0	0	1,400								
Eady Street	0	0									
North Chigwell			6,400	6,400							
Other											
Total:	1,303	1,303	8,524	7,124	724	724	724	724	724	724	724
Proceeds from Sale of Surplus Assets:											
Proceeds on Disposal	12,769	12,769									
WDV & Disposal Costs	13,100	13,100									
Net Gain / Loss on Disposal	-331	-331	0	0	0	0	0	0	0	0	0
Total:	(331)	(331)	0	0	0	0	0	0	0	0	0

**GLENORCHY CITY COUNCIL
CAPITAL WORKS PROGRAM 2020/2021**

	Renewal / Replacement Budget \$'000	Upgrade / New Assets Budget \$'000	Total Budget 2020/2021 \$'000
Transport Network Program			
Road Resurfacing (and line marking)	2,578	-	2,578
Footpath Renewal	1,243	507	1,750
Pavement Rehabilitation	1,035	465	1,500
Bridge and Street Lighting Renewal	149	31	180
New footpath and cycleway construction	-	250	250
Heavy patching	350	-	350
Road User Safety Improvements	99	351	450
Economic Development (CBD Revitalisation)	600	400	1,000
Total Transport Network Program	6,054	2,004	8,058
Stormwater Program			
Flood Mitigation and System Upgrade	58	522	580
Stormwater Asset Renewal	504	56	560
Service Extension	-	250	250
Total Stormwater Program	562	828	1,390
Property and Environment Program			
Public Toilet Upgrades	154	231	385
Parks and Reserves	40	60	100
Tracks and trails	119	356	475
Community, Sport and Recreation Facilities	100	-	100
Sports Grounds	60	90	150
Commercial Buildings	160	40	200
Tolosa and Wellington Park	40	160	200
Jackson Street Landfill Extension	-	1,000	1,000
Total Property and Environment Program	673	1,937	2,610
Fleet and Plant Program			
Light Vehicles	375	-	375
Mobile Plant	200	-	200
Plant & Equipment	35	-	35
Kerbside bins	30	45	75
Total Fleet and Plant Program	640	45	685
ICT Program			
Software	127	128	255
ICT Equipment - Hardware	117	13	130
Miscellaneous	-	360	360
Information Security Framework	100	-	100
Total ICT Program	344	501	845
Australian Government Grant Program			
Gibbins Reserve Play Space	-	1,075	1,075
Montrose Foreshore Play Space	-	250	250
Eady St Sports Facility	-	1,000	1,000
KGV Football Facility	1,086	1,087	2,173
Nth Chigwell Football and Community Facility	-	210	210
Total Australian Government Grant Program	1,086	3,622	4,708
Economic Recovery Program			
	-	3,420	3,420
Total Capital Works Program	9,359	12,357	21,716

Disposal of Council Land Workflow



GCC Website Content 13th July – 3rd August 2020:

Investigating Potential Disposal (Long Term Lease) of KGV Football (Soccer) Facility at 16 and 18 Grove Road, Glenorchy

Glenorchy City Council are seeking feedback from the community into the potential disposal (Long Term Lease) of Council owned land at both 16 and 18 Grove Road, Glenorchy (as shown in red below). This facility being utilised for football (soccer) and is currently leased by Football Tasmania. As part of the redevelopment of the site, Council is currently looking at entering into a long term lease with Football Tasmania and Glenorchy Knights.

Between the 13th July – 3rd August 2020, you are invited to have your say!

CLICK HERE TO TAKE THE SURVEY (please make this a hyperlink with below survey)

<https://www.surveymonkey.com/r/3PF8Q8V>

Alternatively, you can request a hard copy of the feedback form from Council's Property Sales and Administration Officer, Jasmine Budd P:6216 6800.

Once the community consultation process has been completed, a report will be provided back to Council summarising the results. If Council is satisfied with the feedback received during that process, Council could then resolve to commence the statutory process for the disposal of public land which is set out in section 178 of the *Local Government Act 1993*. This process requires further public notification and consultation.

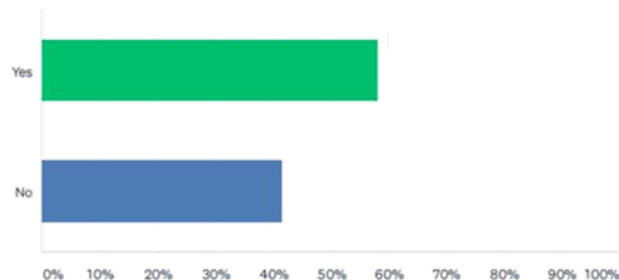
For more information about this process, please consult our **Public Land Disposals FAQs** (please make this a hyperlink with attached pdf called Potential Disposal FAQ's)



Result from Survey Monkey into the 'Proposed Disposal (Long Term Lease) of 16 & 18 Grove Road, Glenorchy'

Q1 Do you currently use this space?

Answered: 12 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	58.33%	7
No	41.67%	5
TOTAL		12

Q2 Do you have any objections to the long term lease of this land?

Answered: 4 Skipped: 8

Comments

Yes, if they hold the lease they must make sure it is maintained and that the broadest possible use is made of the facility. They don't have a good track record.

Q3 Do you have any other comments regarding the proposal?

Answered: 4 Skipped: 8

Comments

I would consider it appropriate for the new lessees to detail their proposals for future infrastructure and their strategy for economic management of the location maintenance. Surely they can negotiate with GCC prior to becoming the beneficiary of any long term lease for the creation of a master plan for the location. After all it is in both parties best interests plus surrounding residents to be aware of what will be necessary to develop and upgrade facilities including much more covered seating for instance apart from a dearth of parking in the immediate area. The location has potential for a number of upgrades and for spectators to utilise any future nearby light rail transport.

Great idea, gives football tas and the knights a home and they are more likely to upgrade facilities knowing they have a long term lease.



Proceeds of Property Disposals Policy

Title	Proceeds of Property Disposals Policy
Council Resolution	Item XX (DD MMM YYYY) as per Council Minutes
Responsible Directorate	Infrastructure and Works
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	<u>Leading our Community</u> 4.2 Manage our resources to achieve community outcomes
ECM	Council Policy

PURPOSE

This policy sets out how Council will administer and use the proceeds of the sales of Council property.

SCOPE

This policy applies to all funds received from the sale of property owned by Council. It does not include cash received in lieu of public open space through the planning process, which is dealt with in the *Public Open Space—Reserve and Expenditure Policy (legislated process)*.

STATUTORY REQUIREMENTS

Acts	<i>Local Government Act 1993</i>
Regulations	N/A
Australian/International Standards	N/A

DEFINITIONS

Council property	Council-owned land or buildings.
Financial reserve	An accounting treatment that reserves (sets aside) part of Council's equity for a specific purpose.
Net proceeds	Is the sale price less the full cost of disposal including cost of sale, GST, salaries and on-costs.
Open space	Land owned by Council for public recreation, public gardens or for similar purposes. Open space in Glenorchy includes: • social/ family recreation areas • water based recreation areas • open space for sport • community horticulture gardens • memorial/remembrance gardens • cultural heritage conservation areas • flora and fauna conservation areas

	• accessways and trails • lookouts and ridgelines.
Proceeds of sale	In this policy, proceeds of sale refers to <i>net</i> proceeds—the amount of cash received from the sale after paying for expenses, fees and taxes.
Property Disposals Reserve Fund	Funds received from the sale of public land and Council property which are set aside for purposes relating to open space.
Public Land	Public land as defined in the <i>Local Government Act 1993</i> .
Special Projects Reserve Fund	Funds received from the sale of public land and Council property which are set aside for special purposes approved by Council outside of routine, planned works.

RELATED DOCUMENTS

- **Subdivisions – Public Open Space Acquisitions and Contributions Policy.** This policy deals with provision of public open space in new subdivisions and cash in lieu of open space.
- **Public Open Space Reserve and Expenditure Policy.** Deals with the receipt and expenditure of funds contributed to Council in lieu of public open space.
- **Disposal of Council Land Policy.** Provides guidance for the equitable, consistent and transparent disposal of Council Land.
- **Disposal of Council Assets Policy.** Deals with the disposal of Council assets but excludes real property assets.

POLICY STATEMENT

Overview

1. With ongoing development of land in the municipality, Council recognises the increasing value of quality open space land and amenities to the community and its visitors.
2. In disposing of surplus public land and Council properties, Council aims to ensure that there is no net loss of open space amenity. In particular, proceeds of land zoned or used for open space will only be used to further the objectives of the Open Space Strategy.
3. Council will comply with all relevant legislative and policy requirements in administering and reinvesting the proceeds of its property disposals.

Proceeds of sales to be held in reserve

4. This policy establishes a Property Disposals Reserve Fund and a Special Projects Reserve Fund.
5. Net proceeds from the sale of public land and Council properties will be apportioned in accordance with 5(a) and (b), below:
 - a) **For land which is sold for less than \$1m**, net proceeds are to be distributed between the Property Disposals Reserve Fund and the Special Projects Reserve Fund as follows:
 - i) where the land is either zoned or designated for use as open space, 100% of the net proceeds will be apportioned to the Property Disposals Reserve Fund;

- ii) where no part of the land is zoned or designated for use as open space, 25% of the net proceeds will be apportioned to the Property Disposals Reserve Fund and 75% will be apportioned to the Special Projects Reserve Fund
 - iii) where part of the land is either zoned or designated as open space and rest is zoned or designated for other uses, a percentage of the net proceeds which is equivalent to the percentage of the land that is zoned or designated as open space is to be apportioned to the Property Disposals Reserve Fund and the balance apportioned to the Special Projects Reserve Fund.
- b) **For land which is sold for \$1m or more**, Council is to allocate the proceeds by:
- i) apportioning the proceeds between the Property Disposals Reserve Fund and/or the Special Projects Reserve Fund in percentages it deems appropriate, or
 - ii) directly allocating the proceeds to specific Council projects, programs or uses (including capital works and maintenance) which provide a benefit to the community, or
 - iii) a combination of (b)(i) and (ii).
6. Net proceeds of sales must be allocated to the relevant reserve fund/s as soon as practicable but no later than either one month after receipt or a decision by Council, as applicable

Expenditure from the Property Disposals Reserve Fund

- 7. Costs related to obtaining community feedback as part of the disposal process will be considered as part of the expenditure of funds.
- 8. Funds in the Property Disposals Reserve Fund are to be used solely for the acquisition, development and/or improvement of sites for public open space in the municipality, or purposes designed to increase the use of and access to open space by the community.
- 9. Prior to reserve funds being used to purchase land for public open space, sport or recreation purposes, proposed sites must be evaluated as meeting the Council's strategic open space objectives.
- 10. Expenditure from the Property Disposals Reserve Fund will be prioritised in accordance with the Glenorchy Open Space Strategy.
- 11. Requests for use of funds shall include a business case outlining how the proposal meets the objectives of the Glenorchy Open Space Strategy. The business case will include the open space type, setting and location, and cost estimates of any proposed development.
- 12. Approval of projects will need to be undertaken as part of Council's budgeting requirements and processes.

Expenditure from Special Projects Reserve Fund

- 13. Funds in the Special Projects Reserve Fund are to be used for non-routine, special projects as determined by the Council from time to time. All expenditure from the Special Projects Reserve Fund must be submitted to the Executive Leadership Team before consideration for approval by Council.

Reporting

14. The Manager Property, Environment and Waste will provide an annual report to Council advising the status of the funds including any disposal of land and expenditure of funds.

BACKGROUND

The *Glenorchy Healthy Communities Plan 2014* recommended enhancing the performance of open spaces that are underdeveloped or underperforming, and divesting or repurposing of land to fill gaps in open space functions and settings.

The *Glenorchy Open Space Strategy 2015* builds on the Glenorchy Healthy Communities Plan. It provides a locality analysis of existing sites and unmet needs and identifies some potential sites suitable for developing as open spaces. It also provides broad principles for open space.

The *Local Government Act 1993* provides that a council may purchase land for any purpose which it considers to be of benefit to the council or the community and sets out requirements for the sale and disposal of public land and council land.

Council's *Asset Management Strategy for Infrastructure Assets 2019-2023* sets out guiding principles for management of its assets, including that Council will invest in high use areas, provide services to an affordable standard, cater for future demand and explore opportunities for shared facilities and services.



Footpaths Policy

Title	Footpaths Policy
Council Resolution	Item 14 (21 November 2016) as per Council Minutes
Responsible Directorate	City Services and Infrastructure
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	3.1.3 Deliver services that create sustainable and liveable built environments.
ECM	Council Policy

PURPOSE

This policy provides guidance on the standards required for the provision and construction of footpaths in the Glenorchy municipal area.

SCOPE

This policy applies to:

- the replacement of existing footpaths, and
- the provision of new footpaths.

STATUTORY REQUIREMENTS

Acts	Not Applicable
Regulations	Not Applicable
Australian/International Standards	AS/NZS 1428.2009 Design for access and mobility, Part 4.1: Means to assist the orientation of people with vision impairment—Tactile ground surface indicator

DEFINITIONS

GCC	Glenorchy City Council
LGAT	Local Government Association Tasmania
NBN	National Broadband Network

POLICY STATEMENT**OVERVIEW**

This policy sets out the standards that will apply to any provision and construction of footpaths in the Glenorchy Municipal area.

In addition to setting the overarching standards, the policy also introduces new requirements that have not previously been included in Council policies. In particular, the policy seeks to:

- provide for footpaths to be predominantly constructed of concrete; and
- requires that footpaths are to be constructed on both sides of the road in all new urban subdivisions, and
- provision of land (of formation width) for future footpaths for new developments in rural and rural residential areas.

Background information about each of the above is set out below.

**Use of Concrete**

Council prefers concrete to asphalt because concrete is a more cost effective material over the long term. Depending on market conditions and contractor rates, actual construction costs can also be less for concrete than for asphalt.

Additionally, Glenorchy's expansive clays can cause premature failure of asphalt paths, whereas concrete provides a more durable, longer lived product. Concrete's lighter colour provides a safer surface under street lighting and significantly reduce trip hazards and risk.

Urban Subdivisions

In respect of urban subdivisions, past Council policies have not required any footpaths to be provided for very short cul-de-sacs (in the order of 50m long) and for footpaths to be constructed only on one side of the road in cul-de-sacs of 'medium' length (approximately 200m or less). This is considered to be inconsistent with changing community expectations relating to accessibility and population ageing.

Accordingly, footpaths will now be required on both sides of the road in all cases for urban subdivision developments.

Rural and Rural Residential Areas

Past policies have not required the provision of footpaths in rural or rural residential areas, on the basis that pedestrian and vehicle numbers are generally low.

Nonetheless, experience has shown that there will be some pedestrians accessing bus stops in these areas, including recreational walkers and school children. Further, expansion of urban zoning into rural and rural residential areas can create issues with existing roads lacking footpaths and lacking the formation width to readily provide a footpath.

Accordingly, the provision of formation width for the construction of a future footpath to provide an area clear of the roadway for pedestrians to use (albeit unsurfaced) will now be required.

FOOTPATH REQUIREMENTS**Construction of New and Replacement of Existing Footpaths**

1. Footpaths are to be constructed:
 - (a) in concrete, unless otherwise approved by Council's Asset Management Coordinator, and
 - (b) in accordance with the Institute of Public Works Engineering Australia, Tasmanian Standard Drawings and the LGAT Tasmanian Subdivision Guidelines.
2. For high profile areas such as Council's central business districts, the use of pavers or other aesthetic surface treatments will be considered on case by case basis.

Footpath Construction in New Subdivisions

1. All new subdivision roads within urban areas shall be provided with concrete footpaths on both sides of the road and around cul-de-sac heads.
2. Fully constructed footpaths may not be required in rural or rural residential areas however provision shall be made in the constructed formation and road reservation for a future footpath on at least one side of the road.
3. Subdivision design and construction for urban, rural and rural residential development must provide for suitable pedestrian road crossing points, with sight distance, grades and crossfalls to the approval of Council's Development Engineer.
4. For subdivisions within urban areas, where the footpath is within 0.5m of the kerb, footpaths shall be widened locally at the frontage of each lot to a minimum width of 2m over a length of 4m to provide for placement of wheelie bins. Alternatively, footpaths may be located away from the kerb such that widening for placement of wheelie bins is not required. Footpath widening shall also be



provided as required to accommodate other infrastructure that may otherwise obstruct the footpath such as NBN appliance cabinets, TasNetworks transformers turrets and poles, etc.

Kerb Ramps

1. For new footpaths, including new subdivisions, kerb ramps must be provided at road crossings on pedestrian paths of travel, in accordance with Glenorchy City Council Standard Drawing GCC 11-11 and AS1428 Design for Access and Mobility, Part 4.1.
2. Tactile ground surface indicators must be provided for kerb ramps and splitter islands on pedestrian paths of travel in accordance with Council's Standard Drawing GCC 11-11 and AS1428 Design for Access and Mobility, Part 4.1. Council recommends the use of discrete Tactile buttons; Austact – colour "daffodil yellow". The use of alternative tactile technologies, including tiles, may be considered however prior approval must be obtained before use.

BACKGROUND

Council has obligations to ensure that footpaths in its area are safe, of sound construction and are effective in achieving their purpose.

To achieve this, it is necessary for Council to provide standard requirements relating to the construction of footpaths and the requirements for the provision and replacement in different areas of the municipality. Footpath standards must reflect community expectations and contribute to making Glenorchy a safe and attractive place to live.

This policy supersedes "Footpath Policy" 11-5 and "Footpath Construction in New Subdivisions" 20-4.



Footpaths Policy 2020

Title	Footpaths Policy 2020
Council Resolution	Item XX (XXXXXXXXXX) as per Council Minutes
Responsible Directorate	City Services and Infrastructure
Due for Review	Four (4) years from Council Resolution Date
Strategic Plan Reference	4.1.1 Manage Council for maximum efficiency, accountability and transparency 4.2.1 Deploy the Council's resources effectively to deliver value.
ECM	Council Policy

PURPOSE

This policy provides guidance on the standards required for the provision and construction of footpaths and kerb ramps in the Glenorchy municipal area.

SCOPE

This policy applies to:

- the replacement of existing footpaths, and
- the provision of new footpaths and kerb ramps.
- All subdivision works creating new roads and footpaths

STATUTORY REQUIREMENTS

Acts	Commonwealth Disability Act (DDA)
Regulations	Not Applicable
Australian/International Standards	AS/NZS 1428.1 (2009) design for access and mobility, general requirements for access – new building works AS/NZS 1428.4.1 means to assist the orientation of people with vision impairment—tactile ground surface indicator

DEFINITIONS

GCC	Glenorchy City Council
LGAT	Local Government Association Tasmania
CBD	Central Business District

POLICY STATEMENT**OVERVIEW**

This policy sets out the standards that will apply to any provision and construction of footpaths in the Glenorchy Municipal area and introduces new requirements that have not previously been included in Council policies.

In particular, the policy:

- introduces a footpath hierarchy;
- sets targets for the provision of footpath infrastructure based on the footpath hierarchy;
- introduces the use of a footpath technical guideline; and



Footpaths Policy 2020

- details the standards of the provision of footpaths and kerb ramps within new subdivisions.

FOOTPATH HIERARCHY

Council is introducing and adopting a footpath hierarchy to highlight and distinguish highly used pedestrian routes, such as the CBD, to less frequented routes, such as a local street.

Similar to Council's road hierarchy for vehicles, it acknowledges the fact that footpaths provide a slightly varied function to the road depending upon locations where key destinations and facilities exist (e.g. shops, parks, walking tracks, bus routes, schools, community centres and aged care facilities). The existing road hierarchy, which was designed for the vehicle traffic, does not represent the pedestrian traffic on a street.

The Glenorchy City Council Footpath Hierarchy (GCC Footpath Hierarchy) divided all its footpaths into the four categories.

All Council's footpaths have been prioritised and differentiated based on the following criteria, which forms the GCC footpath hierarchy:

- Category 1 - CBD Centre: the main street in the CBD where there is significant business and pedestrian activity
- Category 2 - Primary: high pedestrian activity within the CBD business areas and direct pedestrian links between the CBD areas
- Category 3 - Secondary: footpaths that provide the best link between key destinations and facilities (e.g. bus stops, local shops, schools, playgrounds, etc.)
- Category 4 - Local: generally residential streets and any footpaths which are not included in the categories about.

A digital map will be produced and maintained by Council and recorded as part of the asset register to ensure the information are accurate and up to date.

The GCC footpath hierarchy can then be used to guide the level of service provided based on usage with a focus on high use areas.

The allocation of a hierarchy classification to a footpath segment will be continually reviewed and updated in consultation with the community and key stakeholders, such as Council's Access Committee.

FOOTPATH TARGETS

Council set targets for the provision of footpath infrastructure based on the footpath hierarchy, with the categories mentioned above.

The following footpath targets are proposed for each footpath categories, with more technical details defined in the Footpath Guideline.

- Category 1 – CBD Centre: target width of 2 m using pavers or concrete
- Category 2 – Primary: target width of 1.8 m using concrete or asphalt
- Category 3 – Secondary: target width of 1.5 m using asphalt
- Category 4 – Local: target width 1.2 m using asphalt and footpath on one side of the cul-de-sac

The use of the word "target" is to provide guidance on the desired standard, but also provide flexibility to deliver value-for-money solutions to the community where constraints exist.

The target footpath widths are all wheelchairs friendly and increase based on usage. For instance, a 1.8 m wide footpath can accommodate two wheelchairs, whereas 1.5 m can accommodate a



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wheelchair and a pedestrian at the same time, and 1.2 m can accommodate a wheelchair.

The targets can be increased if more benefit can be provided to the wider community or decreased in certain circumstances where cost prohibitive or site constraints exist, so that Council can provide a safe and cost-effective network of footpaths to the community.

Shall any decommissioning of the existing footpaths in the Cul-de-sacs be required, Council officer will consult with affected residents and seek Council resolution prior to taking the action.

The preferred footpath material for asset replacement is predominantly asphalt. However, Council appreciate the benefit of using concrete and pavers along primary and CDB centre areas, due to their increased service life and aesthetic value.

FOOTPATH TECHNICAL GUIDELINE

Council staff will develop and maintain a Footpath Technical Guideline for the provision of footpath infrastructure. This guideline is to address technical aspects relating to footpath and to assist the design of footpath infrastructure, taking into account the footpath hierarchy.

The Footpath Technical Guideline will be setting target criteria and outlining the minimal acceptable targets (e.g. horizontal and longitudinal gradients) based on relevant standards and guidelines.

The targets in the guideline will assist in defining the technical level of service at an affordable level to the community while endeavour to provide a safe and accessible footpath network.

This guideline and its target criteria acknowledge that, in principle, CBD and Primary routes need to meet a higher target than secondary and local routes due to the volume of pedestrians using the footpaths. The guideline also sets out the targets for rural zoned areas using the road shoulders.

The technical guidelines will be maintained and reviewed by Council's technical staff on an ongoing basis to ensure it aligns with the latest standards and guidelines.

FOOTPATH DESIGN AND CONSTRUCTION IN NEW SUBDIVISIONS

For all new subdivisions within the Glenorchy municipality, the following standards are applied:

- All new subdivision roads within urban areas must be provided with a minimum 1.5m wide concrete footpath, measured from the back of the kerb, on both sides of the road and around cul-de-sac heads.
- Where Cul-de-sac heads proposed in the new subdivision works have a total road length less than 150m, the provision of footpath only on one side of the road may be approved by Council's Director Infrastructure and Works if substantial benefit to both the Council and the community can be demonstrated to the satisfaction of the Director;
- Fully constructed footpaths may not be required in 'rural resource', 'rural living', 'environmental living' or 'environmental management' zones defined under the Glenorchy Interim Planning Scheme or the later state-wide planning scheme. However, provision shall be made in the constructed formation and road reservation for a future footpath on at least one side of the road.
- Subdivision design and construction must provide for suitable pedestrian road crossing points, with sight distances, grades and crossfalls to the approval of Council's Development Engineer.
- All footpaths in new subdivisions must be designed and constructed to the requirements set out in the technical guideline, the Tasmanian Standard Drawing and relevant Australia Standards for the provision of footpath infrastructure
- For all new footpaths, including new subdivisions, kerb ramps must be provided at road crossings on pedestrian paths of travel, in accordance with Glenorchy City Council Standard Drawing GCC 11-11 and AS1428 Design for Access and Mobility, Part 4.1.



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- Tactile ground surface indicators must be provided for kerb ramps and splitter islands on pedestrian paths of travel in accordance with Council's Standard Drawing GCC 11-11 and AS1428 Design for Access and Mobility, Part 4.1. Council recommends the use of discrete Tactile buttons; Austact – colour "daffodil yellow". The use of alternative tactile technologies, including tiles, may be considered and shall be approved by Council's Manager Infrastructure, Engineering and Design, prior to the use.
- If the development is unable to meet the standards above, approval must be sought from the Manager of Infrastructure, Engineering and Design to vary this in-line with the footpath targets and technical guidelines.

BACKGROUND

Council has obligations to ensure that footpaths in its area are safe, of sound construction and are effective in achieving their purpose.

To achieve this, it is necessary for Council to provide targets relating to the construction of footpaths and the requirements for the provision and replacement in different areas of the municipality. Footpath targets must reflect community expectations and contribute to making Glenorchy a safe and attractive place to live.

A footpath hierarchy and guideline for the provision of footpath has been developed to set targets based on their usage. This is to provide value to the community while delivering a safe and accessible footpath network.

This policy supersedes "Footpath Policy November 2016".

Guidelines for Provision of Footpath Infrastructure ¹ (March 2020)

Hierarchy	CBD		Primary		Secondary ²		Local		Rural ³	
Infrastructure/ Standard ⁴	Optimal		Optimal		Acceptable		Optimal		Acceptable	
Material	Pavers or Concrete		Concrete		Concrete		Concrete		Asphalt if K&G has remaining life of 15 years or more (unless clay subbase)	Sealed road shoulder / verge
Kerb & Gutter	Replace K&G with footpath if K&G condition 4 or less than 15 years left									
Location	Both sides of road		Both sides of road		Both sides of road		Both sides of road		On one side of road. ⁵ If on arterial road or collector road then both sides of road.	Both sides
Width ⁶	2.4m to 2.0m where constraints exist		2m to 1.8m where constraints exist		1.8m to 1.5m		1.5m		1.5m to 1.2m where constraints exist	1.5m
Minimum Width at Obstructions ⁹	1.8m		1.5m		1.5m		1.2m		1.2m and possible down to 0.9m ¹⁰ at pinch points	1.5m
Crossfall ¹¹	1% to 2.5%		1% to 2.5%		1% to 2.5%		0% to 4% where physical constraints exist		0% to 4% where physical constraints exist	1% to 2.5%
Crossings Treatments ¹²	If possible		If possible		Case by case		Case by case		None	N/A
Ramps at junctions/Intersections	Yes, constructed to AS1428		Yes, constructed to AS1428		Yes, constructed to AS1428		Yes, constructed to AS1428		AS1428 compliant on one path of travel. Other path of travel may deviate from AS1428 if steepness more than 12.5% ¹³	N/A
TSGI	Yes		Yes		Yes		Yes		Only if ramp slope less than 12.5%	N/A
Bus Stop Boarding Area Width ¹⁵	2m		2m		2m to 1.5m		None		N/A	N/A
Facilities ¹⁶	Yes		Possible		As required		No		No	No
At Driveways ¹⁷										
Footpath Width	1.5m		1.5m		1.5m		1.5m		0.9m with transition ¹⁸	1.5m
Footpath Crossfall	1% to 2.5%		1% to 2.5%		1% to 2.5%		1% to 2.5%		0% to 4% where physical constraints exit ¹⁹	1% to 2.5%
Length of driveway	If changes to footpath grades/levels makes the driveway worse, then consideration to upgrade of driveway to back to property boundary can be looked at so that a standard (85%ile) car does not scrape and has adequate clearance. If improving the driveway access, then only footpath to be undertaken.									

¹ At constrained sites, the Manager of Infrastructure, Engineering and Design may approve variations to the guidelines based on a risk assessment and justification² Bus stop routes are secondary or higher in the footpath hierarchy³ A rural area is defined by the zoning of the land being rural, rural resource, rural living, environmental living or environmental management under the Glenorchy Interim Planning Scheme⁴ Standard is for greenfield (new subdivisions) which should meet optimal standard and brownfield (existing) sites. It excludes shared use paths⁵ A compliant footpath to be provided on one side of road and a refuge path might be able to be provided on other side of the road (this is not a complaint footpath). If there are existing footpaths, then the preferred option is to try and maintain them where possible.⁶ Austroroads Guide to Road Design Part 6A: Paths for Walking and Cycling 2017 has minimum width 1.8m for 2 wheelchairs to pass, 1.5m for wheelchair and pedestrian (with pram) to pass and 1m for wheelchair with passing area. AS1428.2 -1992 Design for Access and Mobility (buildings) differs with minimum width 1.2m for wheelchair and 1m for people with ambulant disabilities and just allows passage for 80% of people who use wheelchairs. The width of footpath does not include the kerb which is generally 110mm wide.⁷ If there is a nature strip alongside the kerb for wheelie bins, then reducing footpath width to 1.2m more favorable⁸ Width is for the provision of a future footpath and needs to be formed so that this can occur⁹ Obstructions include power poles, signs, cabinets, ramps and consideration of fences/walls particularly if cycling route. Pinch points are such items as poles and signs.¹⁰ AS1428.1 A80 wheeler chair width 740mm and A90 wheelchair width 800mm¹¹ AS1428.1 2009 specifies that crossfall should not exceed 2.5% and IPWEA TSD allows maximum crossfall of 4% where physical restraints exit¹² Crossing treatments include traffic lights, roundabouts, median islands¹³ AS1428.1 threshold ramp is a maximum of 12.5%. Approval from Manager of Infrastructure, Engineering and Design required if ramp if not to be an accessible ramp but a pram ramp¹⁴ AS1428.1 threshold ramp is a maximum of 12.5%. Approval from Manager of Infrastructure, Engineering and Design required if ramp if not to be an accessible ramp but a pram ramp¹⁵ PTD responsible for bus stop infrastructure but where possible include boarding area into footpath and crossing points if no footpath on that side of road¹⁶ Facilities include such items as trees, bins, seats, landscaping, public art, signage, wayfinding. For street lighting refer to GGC Street Lighting policy¹⁷ Driveways are the property owner's responsibility to maintain. Driveways which forms part of the footpath can be replaced as part of footpath replacement. Driveways which forms part of the K&C can be replaced as part of K&C replacement¹⁸ A 1.2m wide footpath at the driveway decreasing to 0.9m due to driveway crossover at kerb¹⁹ Consideration of up to 6% with transition on either side of driveway maybe considered with approval from Manager of Infrastructure, Engineering and Design. Note grade in old TSD was 8.6% at driveways

GLENORCHY CITY COUNCIL AUDIT PANEL REPORT 2019-20

BACKGROUND / INTRODUCTION

Glenorchy City Council's Audit Panel was formally established by a decision of Council. The operation of the Panel is guided by Council's Audit Panel Charter which is based on the requirements of the Local Government (Audit Panels) Order issued by the Minister for Local Government under section 85B (1) of the Local Government Act 1993.

AUDIT PANEL MEMBERSHIP AND MEETINGS

Membership of the Audit Panel comprises two Councillors and three independent members. Following their election to Council in January 2018, Aldermen Matt Stevenson and Peter Bull were appointed to the Audit Panel. Alderman Stevenson resigned effective 31 December 2019. In February 2020 Alderman Angela Ryan was appointed to the Panel in accordance with Council's Committee Nominations and Appointment Policy.

During 2019-20 the independent members of the Panel were Robert Hogan (retired: Dec 2019), David Sales, Michael Stevens and Mike Derbyshire (appointed: January 2020). Mr Hogan was Chair of the Panel until December 2019 and Mr Derbyshire was appointed as Chair from January 2020.

MEETINGS OF THE PANEL

The Panel met six times during the financial year ending 30 June 2020. In addition to Panel members, meetings were also attended by a range of Council staff including the General Manager, Director Corporate Services, Manager Finance & IT, Manager Corporate Governance, Governance & Insurance Advisor, Senior Risk and Assurance Advisor, Accounting Co-ordinator and Minutes Secretary (who acts as secretariat for the Panel).

Representatives from Council's Internal Auditors, Deloitte and WLF, as well as representatives from the Tasmanian Audit Office (TAO) and Council's insurance broker, also attended Audit Panel meetings.

ROLE OF THE PANEL

The role of the Audit Panel is to support the elected Council by providing independent assurance and advice in relation to Council's financial reporting and controls, risk management framework and practices, internal controls, legislative compliance, long term planning, fraud control and corruption prevention. Its role is complemented by both internal and external auditors.

The main responsibilities of the Audit Panel include reviewing:

- whether the annual financial statements of the Council accurately represent the state of affairs of Council
- whether and how the Part 7 plans (these include the Strategic Plan, Long Term Financial Plan and Strategic Asset Management Plan) are integrated and the processes by which, and assumptions under which, those plans were prepared
- the accounting, internal control, anti-fraud, anticorruption and risk management policies, systems and controls that the Council has in relation to safeguarding its long-term financial position

- whether the Council is complying with the provisions of the Act and any other relevant legislation, and
- whether the Council has taken any action in relation to previous recommendations provided by the Audit Panel to the Council, and so, what that action was and its effectiveness.

In addition, as the result of a Ministerial Direction issued by the then Minister for Planning and Local Government, the Panel was directed by Council to review and report annually on compliance with a range of matters including Local Government legislation, Council policy, procedures and codes and Council's Statement of Expectations between Aldermen and the General Manager.

EXTERNAL AND INTERNAL AUDIT

External Audit

As legislated, Council's external audit service is provided by TAO, whose staff attended two Audit Panel meetings during the 2019-20 financial year. During these meetings, the Audit Panel and TAO officers reviewed and discussed Council's interim and final Financial Report for 2018-19 including the TAO completion report.

The Panel also discussed with TAO staff the 2019-20 Financial Year Audit Strategy and Plan and a review of key audit areas identified for the year. In addition, outstanding audit recommendations from previous external audits were reviewed including findings from the previous 2018-2019 audit.

There was a total of five (5) findings that needed to be addressed by Council. The Audit Panel has followed up progress on these matters during 2019-20.

Internal Audit

Internal audits support the work of Council and the Audit Panel by reviewing Council's systems and operations in accordance with an agreed internal audit plan. The plan is based on a risk management approach, is reviewed annually and can be altered should specific issues require attention.

These audits aim to identify how well risks are managed, whether the right processes are in place, whether agreed procedures are being followed and whether improvement can be made.

Recommendations to address issues or to adopt improvements are considered by Council's management. The final report reviewed by the Audit Panel and all recommendations are monitored by the Audit Panel at each ordinary meeting, to ensure they are implemented.

To discuss the progress of the internal audits undertaken during the year, senior staff from WLF attended two Audit Panel meetings.

Council approved the 2019 to 2022 internal audit program in October 2019. The revised internal audit program for 2019-20 includes:

- Fraud Risk Assessment – Accounts Payable (Completed)
- Change Management Audit (Completed)
- Asset Management Maturity Audit
- Procurement and Tendering Probity Audit
- Fraud Risk Assessment - Contract Management

The contract for Risk Assurance Service (Internal Audit) was finalised in September 2018 and terminates on 2 September 2020.

Covid-19 delayed the roll out of the 2019-20 internal audit program and the remaining scheduled audits will be carried out as soon as practically possible.

An audit from the 2018-2019 internal audit program, Workforce Specialisation and Licensing, was reported in July 2019.

An audit findings report "Accounts Payable Fraud Risk Assessment – November 2019" was received from RSM Australia. The Panel noted the very satisfactory situation in respect of Council's accounts payable area.

Received the audit findings report: Change Management Audit 2019. Identified risks have been included in Council's audit recommendations register for future monitoring.

The Panel was provided the findings of Council's Childcare Services audit undertaken by the DoE's Education and Childcare Unit. The Panel is pleased to note compliance with National Quality Standards in all areas within Council's child care facilities.

The Audit Panel regularly monitors progress with adopted internal audit recommendations. As at June 2020 there were 19 recommendations outstanding of which 6 related to areas identified as being of high, significant or notable risk. This compares to the situation in June 2019 when there were 32 recommendations still to be finalised including 19 recommendations that related to areas identified as being high, significant or notable risk.

While there is some difficulty in comparing year on year progress, as new audit recommendations are added and completed recommendations are removed, the Audit Panel is pleased to note the significant progress that has been made by Council during the year in addressing outstanding audit recommendations, and look forward to further progress in 2020-21.

The Panel would like to acknowledge the funding that was provided in 2019-20 budget by Council to enable the implementation of internal audit recommendations.

OTHER PANEL ACTIVITIES DURING THE REPORTING PERIOD

During the year under review the Audit Panel:

- monitored progress with, and reporting on, the action plan to address Ministerial Direction 5(b)
- monitored the roll-out of the legislative compliance process
- monitored and reviewed the Compliance Status Summary Report which records the status of Council's compliance with regulatory obligations on an ongoing basis
- finalised the internal audit program for 2019-20
- received and noted Council's Risk Appetite Statement and Strategic Risk Register
- continued to review and advocate for implementation of outstanding audit recommendations
- received an update on the status of the Information Maturity Assessment Plan Report
- reviewed and endorsed the Financial Statements for financial year ending June 2019
- meet with TAO to discuss the 2018-19 audit and any issues that arose and recommendations made

- oversaw the 2019-20 External Audit planning process
- reviewed the Procurement in Local Government Report 2019-20, issued by the TAO
- monitored progress towards the implementation of the actions arising from the Ministerial Directions issued following the Board of Inquiry Report
- received a brief on Council's Good Governance Framework and the results of the desktop audit of Council's performance in the governance area together with outstanding action items
- considered and noted the revised Fraud Control and Corruption Prevention Framework and Plan
- provided with, and considered a briefing on Council's ICT Security Framework and Cyber Risk Management
- received and considered the Financial Management Strategy 2019-2028 and the Asset Management Strategy 2019-2023 and concluded that Council's plans are sufficiently integrated
- received a report on the Business Continuity Policy and Framework, including considerations in response to the Covid-19 threat
- regularly reviewed and commented on General Manager's Quarterly Report information and issues raised by this information, as well as periodic Financial Performance Reports
- reviewed quarterly status updates on Significant Risk, Insurance and Legal Matters
- received information about the renewal of Council's insurance for both 2019-20 and 2020-21 including proposed changes in insurance coverage for some items in 2020-21
- reviewed credit card expenditure incurred by Council's General Manager

Audit Panel members also attended Audit Panel workshops conducted by the Local Government Association and two meetings of the Southern Region Council Audit Panel Chairs. In addition, Audit Panel members attend Council workshops over the course of the year where relevant.

MINISTERIAL DIRECTIONS PROGRESS REPORT

The Panel is pleased to confirm that Council has now completed all the Ministerial Directions issued in January 2018, except for Direction 5(b). Direction 5(b) requires the Audit Panel to undertake an annual review Council's compliance with the Local Government Act, various regulations, codes, policies and procedures.

No recurrence of any of the matters identified in the Ministerial Directions has been identified by the Audit Panel.

The Panel can confirm ongoing compliance with Ministerial Direction 5(b) and that all items identified are included in the Audit Panel's Annual Work Plan.

The Minister has informed Council that quarterly progress reporting is no longer necessary and that two annual reports will be required to cover the period from 1 October 2019 to 30 September 2021. In June 2020 it was agreed with representatives from Local Government that the Audit Panel Chair's annual report to Council will satisfy the annual reporting requirements.

Mike Derbyshire
Chair, Audit Panel
August 2020