

Glenorchy City Council
Ordinary Council Meeting
Monday, 26 October 2026

AGENDA

Notice is hereby given of a Meeting of the Glenorchy City Council to be held at the Council Chambers commencing at 3:30pm.

GLENORCHY CITY COUNCIL

QUALIFIED PERSON CERTIFICATION

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



_____

Emilio Reale

Chief Executive Officer

Monday, 26 October 2026

Workshops held since last Council meeting:

Date: Monday, 5 October 2026

Purpose: To present and discuss at an Open Workshop:

- Presentation on the No Interest Loans Scheme (NILS)
- Glenorchy Sports Centre project update

Date: Monday, 12 October 2026

Purpose: To present and discuss at a Closed Workshop:

- Traffic Calming Policy update following community consultation

Date: Monday, 19 October 2026

Purpose: To present and discuss at an Open Workshop:

- Bushfire management annual update
- Emergency management arrangements

ELECTED MEMBER STATEMENT OF INTENT

November 2022

We will...	By...
Be curious, open to change and difference	Being progressive, proactive, and innovative Taking calculated risks Asking questions before offering opinions or solutions Debating ideas without getting personal Remembering everyone is equal Always having an open mind
Be authentic and act with integrity	Being accessible Being honest and trustworthy Demonstrating transparency and accountability
Be respectful to each other	Going to the source, in person, early Assuming good intent, always Acting with good intent, always Actively listening, seeking to understand Valuing other's opinions Being prepared
Own and right our wrongs	Self-reflecting Being open to feedback Being brave enough to be vulnerable
Show strong leadership	Challenging the status quo Continually learning and practising good governance Striving for financial sustainability and strength Having clarity on role and purpose
Consider the impact we have on others	Practising emotional intelligence Hearing both sides before making judgement Remembering our behaviour and words matter to staff

ELECTED MEMBER LEGACY

November 2022

At the end of our term,

we will have made a real difference because, together:

We deliver

We're active and present

We put people first

We are inclusive

We are future focussed and brave

We improved communication and community engagement

We empowered our community

We rebuilt pride

We were accountable

We created a safe, clean, equitable city

TABLE OF CONTENTS

1 APOLOGIES 7
2 CONFIRMATION OF MINUTES (OPEN MEETING) 7
3 ANNOUNCEMENTS BY THE CHAIR 7
4 PECUNIARY INTEREST NOTIFICATION 7
5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE 8
6 PUBLIC QUESTION TIME (15 MINUTES) 9
7 PETITIONS/ADDRESSING COUNCIL MEETING 13
8 COMMUNITY 14
8.1 ACTIVITIES OF THE MAYOR 15
9 ECONOMIC 19
10 ENVIRONMENT 20
11 GOVERNANCE 21
11.1 CODE OF CONDUCT DETERMINATION REPORT 22
11.2 QUARTERLY REPORT - Q1 - PERIOD ENDING 30 SEPTEMBER 2026 41
11.3 CAPITAL WORKS STATUS REPORT 98
11.4 PROVISION OF ALTERNATIVE RESPIRATORY PROTECTIVE EQUIPMENT 107
11.5 POLICY UPDATE: LEGAL SERVICES 121
11.6 PROCUREMENT EXEMPTION 142
11.7 POLICY UPDATE: TRAFFIC CALMING POLICY 145
11.8 POLICY UPDATE: COUNCILLOR EXPENSES 183
11.9 NOTICES OF MOTION - QUESTIONS ON NOTICE / WITHOUT NOTICE 207
12 CLOSED TO MEMBERS OF THE PUBLIC 208
12.1 CONFIRMATION OF MINUTES (CLOSED MEETING) 209
12.2 APPLICATIONS FOR LEAVE OF ABSENCE 209
12.3 NOTICES OF MOTION - QUESTIONS ON NOTICE/ WITHOUT NOTICE 209

1 APOLOGIES

2 CONFIRMATION OF MINUTES (OPEN MEETING)

That Council:

1. CONFIRM the minutes of the Ordinary Council meeting held on Monday, 28 September 2026

3 ANNOUNCEMENTS BY THE CHAIR

4 PECUNIARY INTEREST NOTIFICATION

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Regulation 36, 37 and 38 *Local Government (Meeting Procedures) Regulations 2025*.

Question without Notice - Pam Harvey, Montrose

Asked during the Monday, 28 September 2026 Council meeting

Response sent by email on Wednesday, 30 September 2026

Q1: What is the minimum size for a house on a block of land before it can be approved?

A1: [CEO] This question was taken on notice.

Response:

[Director Infrastructure and Development] There is no minimum size for a house on a block of land under the planning or building legislation. Currently, under the planning scheme, a secondary residence (i.e. a 'granny flat'), can be no bigger than 60m2 in area - but it can be less. A single dwelling, defined under the planning scheme as a building, or part of a building, used as a self-contained residence and which includes food preparation facilities, a bath or shower, laundry facilities, a toilet and sink, and any outbuilding and works normally forming part of a dwelling, would likely be greater than 60m2.

6 PUBLIC QUESTION TIME (15 MINUTES)

Please note:

The Council Meeting is a formal meeting of the Elected Members elected by the Glenorchy community. It is chaired by the Mayor. Public question time is an opportunity in the formal meeting for the public to ask questions of their elected Council representatives about the matters that affect ratepayers and citizens.

In accordance with regulation 36, 37 and 38 (Public question time) Local Government (Meeting Procedures) Regulations 2025, Council will allocate 15 minutes during each Council Meeting to invite members of the public to ask questions relating to the activities of Council.

The following rules and procedures apply to Public Question Time:

1. questions must relate to the activities of Council
2. members of the public are to announce their name and residential address before asking a question (which will be recorded in the minutes)
3. questions are to be put succinctly and in the form of a question, not a comment
4. questions must not be inflammatory, abusive, defamatory, contain a personal attack or otherwise breach any rules of the meeting which have been explained by the Chairperson
5. the Chairperson may limit the number of questions asked by each member of the public in order to ensure that all members of the public wishing to ask questions are given the opportunity within the allocated time
6. the Chairperson will decide the order in which questions are to be asked and may rotate the order between different members of the public if individuals have more than one question to ask
7. the Chairperson may, in their absolute discretion:
   a) refuse to answer a question if the Chairperson deems that it is inappropriate or does not comply with these rules or the rules of the Council meeting, or
   b) take a question 'on notice', in which case the answer will be provided in writing prior the next Council meeting and included on the agenda for the next Council meeting
8. if a question is taken on notice, the Chairperson may request that the member of the public submit their question in writing and may refuse to provide a response if the question is not provided as requested, and
9. the 15 minutes allocated for Public Question Time may be extended at the discretion of the Chairperson at the conclusion of the time period. Council is to publish information relating to Public Question Time, including any additional rules and procedures, on Council's website.

Question with Notice – Eddy Steenbergen, Rosetta

Received Monday, 28 September 2026

Response given verbally and then emailed on Monday, October 2026

Q1: **Early this year the planning authority approved a subdivision in Coach Road (Chigwell). A condition of the permit was that one of the lots resulting from the subdivision would be public open space (POS).**

When that lot comes into existence, will council formally record its designation as POS? If so, how? In an internal council database? In the title of the lot to be created? Some other manner?

Response:

Under this scenario the land would have its own title created that would be transferred to the ownership of Council and be recorded as "Council-owned Public Land". All Council-owned public land is able to viewed here: https://maps.gcc.tas.gov.au/ (Live and Play link, then Council Owned Public Land tab).

Public open space is not necessarily a separate, uniform designation recorded on a title. Its status may instead be identified through a combination of the subdivision approval and plan, Council ownership and property records, planning-scheme zoning, and the land's intended and actual use. Council can examine the records for a particular parcel if more detail is required.

Q2: **If designations of land as Pos is recorder:**

Will council provide me with a spreadsheet of all land parcels in Glenorchy that are currently designated as POS?

Response:

As above, there is no definitive designation or register identifying every parcel as public open space or otherwise. The meaning and application of that term can depend on many factors such as public ownership, zoning, and the land's intended and actual use.

All Council-owned public land is able to viewed here: https://maps.gcc.tas.gov.au/ (Live and Play link, then Council Owned Public Land tab). If there is a specific land parcel of interest Council is happy to review that parcel.

Q3: Will council publish a list of all land parcels in the Glenorchy LGA that are currently designated as POS?

Response:

As per response to Q2.

Q4: Can council provide me with a map showing all lots in the Glenorchy LGA that are currently designated as POS?

Response:

As per response to Q2.

Q5: Are there ways that council can acquire land for POS apart from subdivisions?

Response:

Yes, Council could purchase land, have land donated, or re-purpose existing Council-owned land to open space uses.

Q6: Can council simply decide to designate an existing lot as POS? If so, how?

Response:

Yes, Council is able to re-purpose existing Council-owned land to open space uses, subject to any planning scheme or other potential restrictions on the land.

Q7: Can a lot lose its designation as POS? If so, how?

Response:

Whether land can cease being used as open space depends on the circumstances of the particular parcel, including its ownership, planning-scheme zoning, title or reserve restrictions, acquisition history and any Council decisions or management arrangements applying to it.

A change to Open Space zoning would require a planning-scheme amendment. Separately, Council treats all Council-owned land as public land for disposal purposes. Any proposed sale or other disposal must therefore follow the public process applying to public land, including public notification and the opportunity to object.

Council's Proceeds of Property Disposals Policy provides an additional safeguard. If any Council land is disposed of following that public process that policy ensures that any public land sold that is zoned or 'designated' for

use as open space has the sale proceeds protected into a special reserve that can only be used for the acquisition, development and/or improvement of open spaces. The policy's use of the phrase 'designated' for use of open space in this context is to ensure any sale proceeds of open space land are directed back to open space areas for the community. This 'designated' for use as open space requires a case by case assessment of the land in question which will consider not only the zoning of the land, but also how that land is predominantly used by the community.

Q8: Is there more or less POS in Glenorchy now than ten years ago? What is the difference?

Response:

This would require a significant research project requiring detailed analysis of historic property, planning and land use records, as well as case by case assessments of all Council land parcels to accurately assess.

As noted above all public land disposals are publicly reported. As also noted above additional open space does get created via subdivisions, other land acquisitions, or re-purposing existing Council land. For example, the recent expansion of parkland within Tolosa Park with the dam reintegration project created over 7-hectares of additional public open space.

7 PETITIONS/ADDRESSING COUNCIL MEETING

8. COMMUNITY

Community Goal – Making Lives Better

8.1 ACTIVITIES OF THE MAYOR

Author: Mayor (Sue Hickey)

Qualified Person: Chief Executive Officer (Emilio Reale)

File Reference: Activities of the Mayor

Executive Summary

This report summarises the Mayor's recent activities.

Mayor Hickey attended 39 events or external meetings during the period from Monday, 14 September 2026 to Sunday, 11 October 2026.

Recommendation

That Council:

1. RECEIVE and NOTE the report on the activities of Mayor Hickey.

Proposal in Detail

These are the events and external meetings attended by Mayor Hickey during the period from Monday, 14 September 2026 to Sunday, 11 October 2026.

Monday, 14 September 2026

- Chaired the Glenorchy City Council workshop.

Wednesday, 16 September 2026

- Participated in an interview with a high school student as part of her self-directed experiential learning project: *Exploring what success looks like, how different people see it, and what successful people have done to achieve it*.
- Met with Jen Butler MP, Labor Member for Lyons, to visit the Glenorchy Youth Hub and Glenorchy Jobs Hub.
- Met with Glenorchy City Council candidate Marilena Di Florio.

Thursday, 17 September 2026

- Met with Glenorchy City Council candidate Andrew Winch.
- Presided over a Citizenship Ceremony at MyState Bank Arena.

Friday, 18 September 2026

- Attended the TasWater Developer Forum.
- Met with Madeleine Ogilvie MP, Liberal Member for Clark, to visit the Glenorchy Youth Hub, Glenorchy Jobs Hub, and Glenorchy War Memorial Pool.

Saturday, 19 September 2026

- Attended the Southern Football League Premier League Grand Final Luncheon.

Monday, 21 September 2026

- Attended a Dementia Hub and Glenorchy City Council Dementia Week event at the Glenorchy Youth Hub.

Tuesday, 22 September 2026

- Participated in the *First Splash* competition draw for the opening of the refurbished Glenorchy War Memorial Pool.

Wednesday, 23 September 2026

- Met with the Hon Rebecca White MP, federal member for Lyons.
- Participated in Anglicare Tasmania's *The Gamblification of Gaming: Understanding the risks for gamers, especially young players* webinar.
- Participated in TasWaste South's online Local Government Forum.

Thursday, 24 September 2026

- Attended the official launch of the Northern Magpies Cricket Club.
- Presided over an exhibition opening at the Moonah Arts Centre.

Friday, 25 September 2026

- Attended the Department of Natural Resources and Environment Tasmania's online Highly Pathogenic Avian Influenza briefing.
- Met with Terroir to discuss their aim to establish a precedent project for affordable housing, community outcomes and the Northern Suburbs Transit Corridor.

Monday, 28 September 2026

- Participated in the Conservation Volunteers Australia Nature Hub launch at Chigwell Community Garden.
- Attended a pre-opening inspection at the Glenorchy War Memorial Pool.
- Chaired the Glenorchy City Council meeting.

Tuesday, 29 September 2026

- Met with Dark Lab to inspect potential sites within the Glenorchy municipality for the 2027 Dark MOFO Festival.

Wednesday, 30 September 2026

- Met with Inspector Klug of Tasmania Police.
- Participated in an interview with Lucy Breaden on ABC Radio Hobart's Drive program regarding the Glenorchy War Memorial Pool opening.
- Attended the 2026 Hospitality Tasmania Awards for Excellence.

Thursday, 1 October 2026

- Presided over the *First Splash* at the Glenorchy War Memorial Pool.
- Presided over the official opening of the Glenorchy War Memorial Pool.
- Met with the Civil Contractors Federation Tasmania to discuss High Vis Army.

Friday, 2 October 2026

- Toured the Glenorchy War Memorial Pool with the National President of the Lifesaving Society of Canada.

Saturday, 3 October 2026

- Attended the Glenorchy War Memorial Pool Community Pool Party.

Sunday, 4 October 2026

- Attended the unveiling of the Rowan Gillespie Orphan School Children sculpture *From the Shadows* at St John's Park.
- Officially opened the green at the Glenorchy City Bowls and Community Club in Berriedale.

Monday, 5 October 2026

- Participated in a media opportunity celebrating Brighton Council and Glenorchy City Council signing a formal resource sharing agreement for waste management.
- Met with the President of the Glenorchy Rodman Bowls Club at the Glenorchy Rodman Bowls and Community Club.
- Chaired the Glenorchy City Council workshop.

Tuesday, 6 October 2026

- Met with the Tasmanian Nepalese Cricket Association to discuss cricket at Windermere Primary School Oval.
- Met with Lucy Lord, Chief Executive Officer of the Red Rose Foundation.

Wednesday, 7 October 2026

- Visited the Civil Contractors Federation Tasmania's High Vis Army youth program at the Glenorchy Jobs Hub.
- Opened the Grow It Local launch event at Chigwell Community Garden.

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

Attachments

Nil

9. ECONOMIC

Community Goal – Open for Business

No reports are on the agenda for this item.

10. ENVIRONMENT

Community Goal – Valuing our Environment

No reports are on the agenda for this item.

11. GOVERNANCE

Community Goal – Leading our Community

11.1 CODE OF CONDUCT DETERMINATION REPORT

Author: Chief Executive Officer (Emilio Reale)

Qualified Person: Chief Executive Officer (Emilio Reale)

File Reference: Code of Conduct Complaints / C37072

Executive summary

Council has received a Code of Conduct Determination Report concerning a complaint made by Tony McMullen against Alderman Peter Ridler.

The independent Investigating Panel upheld parts of the complaint and imposed a reprimand, a requirement to attend training and a one-month suspension from performing and exercising the powers and functions of the office of councillor.

Alderman Peter Ridler has applied to the Tasmanian Civil and Administrative Tribunal (TASCAT) for review of the determination. That review remains ongoing.

Amendments to the *Local Government Act 1993*, which commenced on 1 September 2026, removed the previous restriction on publishing and tabling a Determination Report while a review is underway. The Office of Local Government has advised that no Tribunal or court order currently prevents publication of this Determination Report and that it must be included in the agenda for the first practicable open Council meeting.

As the Determination Report is being tabled at the Council meeting on 26 October 2026, the one-month suspension will commence on 27 October 2026, in accordance with the Determination Report. This is also the day on which voting closes for the 2026 local government elections.

If Alderman Peter Ridler is re-elected, the sanctions will continue to operate, subject to any subsequent TASCAT order or decision. If he is not re-elected, the suspension will cease to have any practical application when his current term of office ends. Council will seek confirmation from the Office of Local Government concerning the status of any other outstanding sanctions.

The purpose of this report is to table and note the Determination Report in accordance with section 28ZK(4) of the *Local Government Act 1993*. The motion is procedural only and Council has no role in approving or rejecting the determination.

Recommendation

That Council:

1. NOTE the Code of Conduct Determination Report concerning the complaint by Mr Tony McMullen against Alderman Peter Ridler, at **Attachment 1** and has been tabled at this open Council meeting in accordance with section 28ZK(4) of the *Local Government Act 1993*.

Proposal in detail

Background

1. A Code of Conduct complaint was made by past Glenorchy City Council CEO Tony McMullen against Alderman Peter Ridler under the Code of Conduct provisions of the Local Government Act 1993.

2. Following the statutory assessment and investigation process, an Investigating Panel determined the complaint and issued a Determination Report dated 29 July 2025, at **Attachment 1**.

3. The Investigating Panel upheld the complaint that Alderman Peter Ridler breached Parts 3.1, 7.1(a), 7.1(b), 7.5 and 8.7 of the Code of Conduct. The Panel dismissed the allegations under Parts 7.1(c), 8.5 and 8.6.

4. Council received the Determination Report from the Executive Officer of the Local Government Code of Conduct Panel on 30 July 2025. At that time, the *Local Government Act 1993* required the report to remain confidential until it could lawfully be included within an item on the agenda for a Council meeting.

Review of the determination

5. Alderman Peter Ridler applied to the Tasmanian Civil and Administrative Tribunal (TASCAT) for review of the Investigating Panel's determination under section 28ZP of the Local Government Act 1993.

6. The review is proceeding as Peter Ridler v Local Government Code of Conduct Panel, TASCAT reference ODS/2025/21. The review remains ongoing and no final Tribunal decision resolving the review has been identified at the time of writing this report.

7. Amendments to the *Local Government Act 1993* commenced on 1 September 2026. The amendments removed the previous restriction that prevented a Determination Report from being tabled while the period for seeking review remained open or while a review was underway.

8. The amendments apply to Determination Reports provided before 1 September 2026, including matters already subject to review before TASCAT. They do not remove or otherwise affect the parties' review rights.

9. The Office of Local Government advised Council on 1 October 2026 that:

   (a) the amendments apply to the determination in McMullen v Ridler, C37072

   (b) there is no Tribunal or court order currently preventing the Determination Report from being included in Council's agenda papers

   (c) the report should be included in the agenda for the first open Council meeting at which it is practicable to do so.

10. The Determination Report is therefore being tabled while the TASCAT review remains ongoing. If TASCAT subsequently varies or sets aside the determination, any resulting order or revised determination will be addressed separately in accordance with the Tribunal's decision and the applicable legislation.

Statutory requirement

11. Section 28ZK(4) of the *Local Government Act 1993* requires the Chief Executive Officer to ensure that a copy of the Determination Report is included within an item on the agenda for the first meeting of Council at which it is practicable to do so and which is open to the public.

12. The Determination Report is included with this report as **Attachment 1** to satisfy that statutory requirement, now that the confidentiality clause has been removed, which has been preventing this report from being tabled while the TASCAT review was ongoing.

13. Council is not being asked to adopt, endorse or reconsider the findings of the Investigating Panel. Council's role is limited to receiving and noting the Determination Report and recording that it has been tabled in accordance with the Act.

14. The TASCAT review remains a matter for the Tribunal. Council's tabling of the Determination Report does not determine, prejudice or otherwise affect the outcome of that review.

Confidentiality and publication

15. When Council received the Determination Report on 30 July 2025, the applicable provisions of the *Local Government Act 1993* required the report to remain confidential until the TASCAT review had concluded and then could be included within an item on the agenda for a Council meeting.

16. Amendments commencing on 1 September 2026 removed confidentiality from a Determination Report once it has been provided to the complainant, respondent councillor, Chief Executive Officer and Director of Local Government in accordance with section 28ZK(2) of the Act. The amendments also removed the restriction on tabling a report while a review is underway.

17. The Determination Report will enter the public record through its inclusion in the published agenda for this open Council meeting.

Sanctions and implementation

18. The Investigating Panel imposed the following sanctions on Alderman Peter Ridler:

    (a) a reprimand;

    (b) a requirement to attend training, with an appropriate training provider to be advised by the Office of Local Government to the Chief Executive Officer; and

    (c) suspension from performing and exercising the powers and functions of the office of councillor for a period of one month.

19. The Determination Report provides that the one-month suspension commences on the day following the Council meeting at which the Determination Report is included within an agenda item.

20. As the Determination Report is being tabled at the Council meeting on 26 October 2026, the suspension will commence on 27 October 2026. This is also the date on which voting closes for the 2026 Tasmanian local government elections, with the poll closing at 2.00 pm.

21. The suspension applies to Alderman Peter Ridler's performance and exercise of the powers and functions of his current office as a councillor. If Peter Ridler is not re-elected, his current term of office will end, and the suspension will cease to have practical application. Any uncompleted sanction that is dependent upon his continuing to hold office, including the training requirement, will also cease to apply. Council will obtain confirmation from the Office of Local Government regarding the status of any other outstanding sanctions.

22. If Peter Ridler is re-elected, the sanctions will continue to operate in accordance with the Determination Report, subject to any order or final decision made by TASCAT. Council officers will confirm the balance of the suspension period and the arrangements for the required training following the declaration of the election result.

23. The sanctions take effect notwithstanding that the TASCAT review remains ongoing, unless TASCAT makes an order staying, varying or setting aside the determination. Council has been advised that, as at 16 October 2026, no Tribunal or court order was in place preventing publication of the Determination Report.

24. Council officers will monitor the TASCAT proceeding and respond appropriately to any subsequent Tribunal decision or order affecting the determination or sanctions.

Communications

25. In communicating the matter, it is important to make clear that:

    (a) The complaint was investigated and determined by an independent Investigating Panel under the statutory Code of Conduct process

    (b) Council did not make the findings or impose the sanctions

    (c) Alderman Peter Ridler has applied to TASCAT for review of the determination and that review remains ongoing

    (d) Legislative amendments commencing on 1 September 2026 require the Determination Report to be tabled notwithstanding the ongoing review

    (e) The Office of Local Government has advised that there is no current Tribunal or court order preventing publication

    (f) Council's receipt and noting of the report does not amount to endorsement or reconsideration of the Investigating Panel's findings

Attachments

1. Determination Report_-_ Code of Conduct complaint_-_ Glenorchy City Council against Ald Peter Ridler [**11.1.1** - 14 pages]

Section 28ZK (7) of the *Local Government Act 1993* requires that any person who receives a determination report must keep the determination report confidential until the report is included within an item on the agenda for a meeting of the relevant council. Failure to do so may result in a fine of up to 50 penalty units.

Local Government Act 1993

CODE OF CONDUCT PANEL DETERMINATION REPORT

GLENORCHY CITY COUNCIL CODE OF CONDUCT

Complaint brought by Mr Tony McMullen against Ald Peter Ridler RFD

Code of Conduct Investigating Panel

- Lynn Mason AM (Chairperson),
- Phil Cocker (Local Government Member)
- David Palmer (Legal Member)

Date of Determination: 29 July 2025

Content Manager Reference: C37072

Summary of the complaint

A code of conduct complaint was submitted by Mr Tony McMullen to the Glenorchy City Council Manager of Governance and Senior Legal Counsel on 18 February 2025.

The complaint alleges that Ald Ridler breached the following parts of the *Local Government (Code of Conduct) Order 2024* (the Order):

PART 3 - Use of office

1. The actions of a councillor must not bring the council or the office of councillor into disrepute.

PART 7 - Relationships with community, councillors and council employees

1. An elected member must–

(a) treat all persons fairly; and
(b) not cause a reasonable person offence or embarrassment; and
(c) not bully or harass a person.

5. A councillor must not, in the councillor's relationships with persons, other councillors, the council, employees of the council or other bodies, engage in conduct that is prohibited conduct.

PART 8 - Representation

5. A councillor's personal views must not be expressed publicly in such a way as to –

(a) …..

(b) bring the council into disrepute.

6. A councillor must show respect when expressing personal views publicly.

7. A councillor's personal conduct must not reflect, or have the potential to reflect, adversely on the reputation of the council.

Initial assessment

Following receipt of the complaint, the Initial Assessor (the Assessor) conducted an assessment of the complaint in accordance with the requirements of section 28ZA of the Act. Having assessed the complaint against the provisions of sections 28ZB and 28ZC of the *Local Government Act 1993* (the Act), the Assessor determined that:

- the complainant had ensured that a reasonable effort had been made to resolve the complaint. The reason for this determination was that the Acting CEO of the Glenorchy City Council (Mr Emilio Reale) had met with Ald Ridler on 3 December 2024 to discuss with him the allegations of inappropriate conduct that had been made at that point. Mr Reale said (in a file note made a few hours after the meeting) that he raised each matter with Ald Ridler and Ald Ridler responded that he did not mean anything by the comments and they were said in jest. Further Mr Reale recorded that Ald Ridler said that he was clear the issues raised (in the file note) were not acceptable and that he would not continue with these behaviours. Nevertheless despite this assurance, further allegations of inappropriate conduct were reported following that meeting;
- the complaint substantially related to a contravention of the Order, namely Parts 3.1, 7.1 (a), (b), and (c), 7.5, 8.5(b), 8.6, and 8.7;
- parts of the complaint could not be dismissed on the grounds that they were frivolous, vexatious or trivial. The Assessor found that Ald Ridler's conduct involving female staff members at the Council, whereby Ald Ridler either made physical contact with them or at least put himself in very close proximity to them, in any event so as to cause them discomfort by his invasion of their 'personal space', should be investigated and determined. The Assessor considered that as the Investigating Panel could determine that with these actions, Ald Ridler had engaged in prohibited conduct within the meaning of either paragraph (1) or (2) of section 17 of the *Anti-Discrimination Act*,[1][2] and for that reason it was appropriate that each of those allegations, as forming part of the complaint, be referred to the Code of Conduct Panel for investigation and determination;
- part of the complaint was deemed not to amount to a breach of the Code of Conduct, viz., the incident which occurred at the citizenship ceremony on 11 December 2024. This was dismissed on the grounds that it was trivial;

[1] The Assessor stated that " 'prohibited conduct' is not defined in the Code of Conduct nor in the *Local Government (Code of Conduct) Order* 2024 itself. The only definition of that expression appears in section 3 of the Act, as follows:
prohibited conduct means –
(a) discrimination, or prohibited conduct, within the meaning of the Anti-Discrimination Act 1998 that is not the subject to an exception or exemption under Part 5 of that Act; or
(b) such other conduct, or behaviour, that is prescribed as prohibited conduct;
This definition applies to the expression 'prohibited conduct' as used in the Code of Conduct."

[2] See section 19 of the *Acts Interpretation Act 1931*.

- having made enquiries of the Code of Conduct Executive Officer, there was no relevant direction under section 28ZB(2) or 28ZI of the Act that would apply to the complainant and the complaint.[3]

On this basis, the Assessor determined that the complaint should be investigated.

The complainant and the respondent councillor were notified of the outcome of the initial assessment by letter dated 5 March 2025.

Investigation

In accordance with section 28ZE of the Act, the Code of Conduct Investigating Panel (the Panel) investigated the complaint.

The following documents were presented to the Panel to consider as evidence in this matter:

- The complaint submitted by Mr McMullen, attached to a Statutory Declaration dated 17 February 2025, 17pp, with attached Statutory Declarations from:
  - Emilio Reale, Deputy Chief Executive Officer, Glenorchy City Council, 31 January 2025;
  - [redacted] Director community and corporate services, 30 January 2025;
  - [redacted] Coordinator Executive and Strategy, 21 January 2025;
  - [redacted] Executive Assistant to the CEO, Glenorchy City Council, 21 January 2025;
  - [redacted] Senior Communications Officer, 21 January 2025;
  - [redacted] Executive Assistant to the Mayor, Glenorchy City Council, 21 January 2025;
  - [redacted] Inclusive City Officer, 21 January 2025;
- Response submitted by Ald Ridler, attached to a Statutory Declaration dated 28 March 2025, 15pp;
- Answer to Ald Ridler's response from Mr McMullen, attached to a Statutory Declaration, 11 April 2025, 66 pp, including:
  - a Statutory Declaration from [redacted] 8 April 2025, and
  - a Statutory Declaration from [redacted] 8 April 2025, and
  - a statutory declaration from [redacted] 9 April 2025, and
  - a Statutory Declaration from [redacted] Health Wellbeing and Resilience Officer, 3 April 2025;
- The Elected Member Support Power Point, 24 October 2024;
- The elected member induction presentation, June 2024;
- The *Local Government (Code of Conduct) Order 2024*.

[3] Section 28ZB(2) and 28ZI of the Act enable the Chairperson or the Panel (as applicable) to issue a direction to a complainant in prescribed circumstances not to make a further complaint in relation to the same matter unless the complainant provides substantive new information in the further complaint.

In accordance with section 28ZG of the Act, the Panel determined to conduct a hearing into the matter.

Hearing

As per section 28ZH of the Act, the Code of Conduct Panel held a hearing on 27 May 2025 in the Glenorchy City Council Chambers. Ald Ridler was accompanied by his advocate, Mr Julian Punch, and his support person, Ms Jennifer Branch-Allen.

The Chairperson opened the hearing with a statement about the procedures to be followed, and a summary of those parts of the complaint being investigated. The Chairperson stated that the complaint alleged that Ald Ridler had:

- On 4/11/24, at Council chambers reached out and grabbed an ID badge attached to shirt of [redacted] (staff member) at chest level;
- On 11/11/24, at a Council workshop made a sexist remark to [redacted] (staff member), namely 'Stick to your knitting and get back to the kitchen';
- On 18/11/24, at a Council workshop made a racist remark, namely 'That would stick out like a nigger in a woodpile', or words to that effect;
- On 25/11/24, at Council chambers placed an arm around the waist of [redacted] (staff member), causing her to step away from Alderman Ridler;
- On 2/12/24, at the Annual General Meeting (AGM) at Council chambers placed a hand on back of [redacted] (staff member) and rubbed it while asking for more fruit juice, causing her to step away from Alderman Ridler and to raise her hands;
- On 2/12/24, at the AGM at the Council chambers, said to [redacted] I'll have to crack the whip on you to make it happen sooner' or words to that effect;
- On 9/12/2024, at a media event at Tolosa Park and while commenting on her name Alderman Ridler grabbed [redacted] clothing and pulled it outwards towards himself so as to read her name tag;
- On 12/12/2024, Alderman Ridler came up to [redacted] and introduced himself. He then put his hands on both of her shoulders and physically turned her around, saying that he wanted to see what was written on the back of her work shirt, which shocked [redacted]

Both Ald Ridler and Mr McMullen took the oath or read the affirmation statement prior to giving their evidence or making statements to the Panel, and all witnesses also took the oath or read the affirmation before answering questions from the Panel.

At the conclusion of the Chairperson's opening address, Ald Ridler indicated that he wished to make a statement concerning his reasons for believing that the hearing should not proceed. These included his belief that the hearing was not being conducted under what he termed 'the proper Code of Conduct'. He alleged that there was no 'uniform Code of Conduct in Tasmania when the complaint was made.' He alleged that at his induction on 11 November 2024 he signed the Declaration of Office (as an Alderman of the Council) that he would comply with the Code of Conduct, but he alleged that the Glenorchy City Council had no code of conduct in place at the time.

He then read a portion of the press statement made by the Minister for Local Government at the time of the proclamation of the *Local Government (Code of Conduct) Order 2024* (the Order) (10 September 2024), including the statement from the Minister that:

> *A single Code of Conduct now automatically applies to all Tasmanian councillors and the Code itself has been adjusted to make clear councillors must not engage in prohibited conduct under the Anti-Discrimination Act 1998.*

When asked by Mr David Palmer whether he agreed that this change had been made in September 2024 (prior to Ald Ridler's induction as an alderman), Ald Ridler agreed that it had, but said that it did not apply at Glenorchy City Council because the CEO was 'using' the 2023 Glenorchy City Council Code of Conduct, and therefore, the complaint was 'out of order'. He added that the previous Code of Conduct adopted by Glenorchy City Council on 29 May 2023 was not rescinded until March 2025, and that therefore, since that Code of Conduct had been replaced by the Order in September 2024, the Council had no Code of Conduct in place when this complaint was submitted.

It appeared to the Panel that Ald Ridler had not understood that notwithstanding that Council had not formally rescinded its previous Code of Conduct policy until March 2025, that policy had no relevance after the Order came into effect on 10 September 2024; and the effect of the Order was to provide every Tasmanian council, including Glenorchy City Council, with the Code of Conduct to which councillors were obliged to comply.

The Chairperson informed Ald Ridler that the Panel disagreed with his view on this matter. Ald Ridler was invited to continue, but said that he would 'leave it at that', and reminded the Panel that he had rights of appeal to a 'higher authority' in the event of an unfavourable determination by the Panel.

The Chairperson then invited Mr McMullen to make his opening statement, at which point Ald Ridler stated that he and his advocate and his support person would leave the hearing, as he did not want to 'condone what is going on'.

Before Ald Ridler and his advocate and support person left the hearing, the Chairperson noted that he was welcome to stay, and Mr Palmer said to Ald Ridler to the effect that Mr McMullen would be talking to his complaint, and had summoned witnesses, and that by retiring from the hearing, Ald Ridler would lose his opportunity to challenge the evidence which would come out at the hearing, and cross examine the witnesses, and state his response to the complaint to the Panel. Ald Ridler declined to remain, saying to the effect that that his position was "all in my stat dec".

Ald Ridler, his advocate, and his support person left the hearing at approximately 10.28 am.

Following Ald Ridler's departure the Panel listened to Mr McMullen's opening address, in which he stated that he disagreed with Ald Ridler's assertion that there was no Code of Conduct in place at the time of Ald Ridler's induction, and at the time of making the complaint against him.

In response to a question from the Panel, Mr McMullen explained that prior to the proclamation of the Order, every Council had been required to formally review and adopt its own Code of Conduct into its suite of policies, with the proviso that the council's code of conduct had to include all the clauses of the Model Code in force at the time. However, as noted above in the press statement from the Minister, this was no longer necessary after the Order came into effect.

The Panel noted that in the complaint submitted by Mr McMullen on 18 February 2025, one of the clauses of the Code cited is the version of 7.5 which is the relevant version from

the Order; it was not the same clause 7.5 as had been in the now outdated Model Code version. This clause was also explained in detail in the letter from the Assessor to Ald Ridler. It was therefore determined by the Panel that Mr McMullen was using the correct version of the Code of Conduct.

Mr McMullen told the Panel that he had checked the date on which Ald Ridler had his official Council photograph taken, which was on 11 November 2024, at the time of his induction. He noted that Ms [redacted] in her Statutory Declaration of 30 January 2025 had said that this had occurred on 4 November 2024, and that this was an error.

Mr McMullen called several witnesses.

1. Mr Emilio Reale, the Deputy Chief Executive Officer, appeared by video link. He told the Panel that subsequent to making his Statutory Declaration on 31 January 2025, and receiving a copy of the response from Ald Ridler provided on 11 April 2025, he had reviewed the video tape of the AGM, and the exact words spoken by Ald Ridler to Ms [redacted] were 'I'll get the whip out'. He stated that contrary to the statement in Ald Ridler's response, that the words were directed to the council in general, he believed that they were spoken directly to Ms [redacted] as Ald Ridler was looking straight at the officer when the words were spoken.

   Mr Reale explained in answer to a question from the Panel that the reason he had asked Ald Ridler to attend his office on 3 December 2024 was because he had had several verbal complaints made to him about Ald Ridler's behaviour, and because he had had a phone call from the Deputy Mayor, saying that he was concerned about Ald Ridler's comments in various situations. At this time Mr Reale was Acting CEO, as Mr McMullen was on leave. When Ald Ridler went into the meeting with Mr Reale on 3 December 2024, he said that he already knew why Mr Reale had asked him to come into the meeting, and explained that another Alderman from the Glenorchy City Council had already spoken to him about his behaviour.

2. Ms [redacted] the Inclusive City Officer at Glenorchy City Council, appeared as the next witness. To assist the Panel to understand what had occurred on 12 December 2024 at the community barbecue, at which it is alleged Ald Ridler had put his hands on Ms [redacted] shoulders and physically turned her around to see what was written on her work shirt, Ms [redacted] showed the Panel one of her work shirts, to illustrate to the Panel that the name of her work team was clearly written on the back of her shirt. She added that she could see no reason for Ald Ridler to have turned her about by putting his hands on her shoulders, as her team had been cooking the lunch at the barbecue, and Ald Ridler had been in attendance with opportunity to read the shirts of the council team in charge of the barbecue for 'quite a while' when the incident occurred

   Mr McMullen asked the Panel to note that this incident occurred nine days after Mr Reale's interview with Ald Ridler, during which he was warned that touching staff was inappropriate behaviour and had to stop.

3. [redacted]

4. Ms [redacted], Executive Assistant to the CEO of the Council, appeared as the next witness. Ms [redacted] alleged in her Statutory Declaration that when she was setting up the room for the AGM on 2 December 2024, Ald Ridler had approached her as she was attempting to adjust the fan settings to make the room cooler. She alleged that Ald Ridler approached her from behind so that she was 'up against the wall' whereupon he rubbed her back while making a comment about liking apple juice. Ms [redacted] said she left the room almost immediately afterwards and went straight to her supervisor to report the incident.

   The Chairperson informed Ms [redacted] that Ald Ridler in his response to the complaint had said that he 'absolutely' refuted this allegation, and had attached pictures of the juxtaposition of the food table and the meeting table to illustrate his statement that he was attempting to 'slide past' Ms [redacted] at the food table, and had not rubbed her back.

   In response to this statement from the Chairperson, Ms [redacted] said that the incident had not happened at the food table, but on the opposite side of the room. The Panel agreed to go into the relevant room, immediately next door to the hearing room, to be able to envisage more clearly what Ms [redacted] alleged and what Ald Ridler said had happened. On returning to the hearing room, the Chairperson summed up the statements made by Ms [redacted] viz., that she was not at the food table when the incident occurred but rather on the other side of the room trying to adjust the fan next to the door into the corridor when Ald Ridler approached her from behind and rubbed her back. Ms [redacted] affirmed that the Chairperson's summation of her statements was correct.

5. Ms [redacted] Co-ordinator Executive and Strategy of the Council, appeared as the next witness. Ms [redacted] alleged in her Statutory Declaration that on 25 November 2024, Ald Ridler had put his arm around her waist when she was showing him a form which he had to complete. Ms [redacted] described her reaction to this close physical contact as making her feel 'quite disgusted' and that it had made her feel sick. At the hearing Ms [redacted] said that of the number of incidents she had reported in her Statutory Declaration, this was the one which was the most uncomfortable for her and had had the greatest impact on her at work.

   Ald Ridler in his response said that her allegation was not true.

   Ms [redacted] alleged in her Statutory Declaration that on 11 November 2024, Ald Ridler said, when Ms [redacted] was handing around food and napkins to the councillors, "Stick to your knitting and go back to the kitchen." Ms [redacted] said that another councillor had approached her later to 'see if I was alright'. Ms [redacted] said that Ald Ridler's remark belittled her and that she was stressed by the situation. Ald Ridler denied that he had said it. Mr Reale stated that another councillor who had been sitting next to Ald Ridler at the time the comment is alleged to have been made had confirmed it to the Acting CEO in writing on 12 November 2024.

   Ms [redacted] alleged that at the AGM on 2 December 2024, Ald Ridler had asked if the Annual Report could be made available to the elected members 30 to 60 days earlier than the AGM. Ms [redacted] is responsible for releasing the final report. She had explained the difficulties in acceding to this request. Ald Ridler said, "I'll have to get the whip out".

[redacted]

On 9 December 2024, Ms [redacted] said that Ald Ridler had come to her office and while she was trying to show him some information on her computer screen when he stood 'directly behind me only centimetres apart. I was completely trapped against the desk….I could feel my heart racing with anxiety. I felt totally trapped.' Ms [redacted] said that there had been no need for Ald Ridler to position himself thus, and Ms [redacted] was turning her computer screen so that he could see it from where he was standing when he moved to stand behind her. Ms [redacted] asked Ald Ridler to step back, and as he did so he said that he did not want to invade her personal space. Ald Ridler said in his response that there was no intention of impropriety on his part.

6. Ms [redacted] Senior Communications Officer of the Council, appeared as the next witness. Ms [redacted] said in her Statutory Declaration that on 9 December 2024, at a media event at Tolosa Park, Ald Ridler had commented on her name and then 'grabbed' her clothing in an apparent attempt to read her name tag, which was hanging on a cord around her neck. Ms [redacted] said that she did not believe that Ald Ridler's gesture was malicious, but rather, that he did not understand, that he was 'just unaware' that he should not grab her clothing.

   Ald Ridler in his response denied that he had touched her clothing.

   In a later incident, Ald Ridler had asked on the phone for Ms [redacted] to give him her mobile phone number, which Ms [redacted] felt obliged to do, as he was 'abrupt and demanding'. She stated that she felt she had no opportunity to say no, and that she was worried what his reaction would be if she refused to give him her number. In the hearing Ms [redacted] said that she feared that Ald Ridler would 'make things difficult' for her in the future if she refused to give him her phone number. She felt there was a 'power imbalance' in their interaction.

   Ald Ridler made no response to this allegation.

   In response to a question from the Panel, Mr McMullen stated that Council has an *Aldermanic Interaction with Council Officers* Directive which 'sets out clearly which members of staff I authorise elected members to contact'. Mr McMullen said that Ald Ridler had been provided with a copy of the Directive with the documents provided to him at or around the time of his induction in November 2024. Mr McMullen said that the Directive was clear that elected members should only contact staff members with the status of directors. This group did not include Ms [redacted].

7. Ms [redacted] Director Community and Corporate Services, appeared as the next witness. Ms [redacted] alleged in her witness statement that on 11 November 2024 in the Council meeting room, Ald Ridler seized Ms [redacted] name badge from where it was clipped to her clothing on her chest when she introduced herself to him. Ms [redacted] said that it was 'awkward and annoying', particularly as she had just introduced herself clearly to Ald Ridler. Ald Ridler in his response to the complaint wrote that he was partially deaf and that her badge was not facing outwards, and that he did not touch her clothing.

   At a council workshop on 18 November 2025, Ms [redacted] alleged that Ald Ridler used the phrase 'nigger in the woodpile'. At the Council's AGM on 2 December Ms [redacted] alleged that Ald Ridler had told Ms [redacted] that he would 'get the whip out' to hasten the release of the Annual Report. Ms [redacted] considered that the phrase 'nigger in the woodpile' was 'insulting and wrong', and the remark to Ms [redacted] was condescending. In answer to a question from the Panel, Ms [redacted] said that

she saw Ald Ridler address Ms [redacted] directly on the matter of the release of the Annual Report.

In his response to the complaint, Ald Ridler indicated that the Heritage Review workshop had taken place on 4 November 2024, before his induction as an Alderman. He did not dispute that he had attended a council meeting or workshop on the date given by Ms [redacted] for the use of the phrase 'nigger in the woodpile', and did not refer to the use of the phrase in his response. The Panel notes that testimony provided by Mr Reale included reference to the use of the phrase at a council workshop on 18 November 2024, and therefore gives little weight to the error about the topic of the particular workshop held on 18 November 2024, being satisfied that Ald Ridler did attend that workshop on that day.

In his closing remarks, Mr McMullen said that he had brought the complaint against Ald Ridler because as CEO, he is responsible for the psychological safety of the people under his management while they are working. It had come to his attention that a number of female workers were distressed after interactions with Ald Ridler, matters which were reported to him by the Deputy CEO upon his return from leave on 9 December 2024. He noted that several further reports of alleged inappropriate conduct with female staff had been made since the Deputy CEO's meeting with Ald Ridler on 3 December 2024, indicating to him that Ald Ridler was not changing his behaviour despite his assurances to the Deputy CEO on 3 December 2024.

Mr McMullen gave a number of reasons for bringing matters to a head with this complaint, including his concern that such behaviour exhibited by an Alderman towards female staff members potentially endangered the reputation of Glenorchy City Council as a safe workplace and an employer of choice. He considered that the alleged interactions with female staff members were 'completely out of step in a modern workplace', and would provide 'carte blanche' for an elected member to continue to behave in this way if there were no consequences. Mr McMullen stated that the female staff members who had provided Statutory Declarations had done so voluntarily, and that there was no coercion by senior management.

Mr McMullen said that while Ald Ridler had alleged that 'council officers had colluded to tarnish his reputation', Mr McMullen denied that this was the case. He noted that where the alleged behaviours had occurred in a public or group context, Ald Ridler had not denied that they had happened, although he did downplay the significance of such behaviour in his response to the complaint. Where there were no witnesses to the alleged incidents, Ald Ridler absolutely denied that they had occurred, even though the affected employees had reported the incidents to their supervisor immediately after the event. The inference arises that Ald Ridler's version of events, given in his statutory declaration but where he did not present as a witness to be tested or questioned at the hearing, is to be given less weight that the testimony of witnesses who appeared and gave evidence at the hearing.

Mr McMullen stated that the obligation to comply with the Code of Conduct is individual to each councillor who has signed the declaration of office, including Ald Ridler; and that the sections of the Code which Ald Ridler is alleged to have breached reflect ordinary expectations of behaviour in contemporary society. However, Mr McMullen stated, Ald Ridler continued his pattern of behaviour contrary to the Code of Conduct between 11 November 2024 and December 12 2024, the period specified in this complaint.

At the conclusion of the hearing, Mr McMullen was asked about sanction for Ald Ridler, in the event that the complaint or any part of it were to be upheld. Mr McMullen said that he wanted Ald Ridler to understand that his behaviour was inappropriate and had to stop, and

that he attend training to assist his understanding of the Code of Conduct and appropriate councillor/staff interaction.

Determination

As per section 28ZI(c) of the Act the Code of Conduct Investigating Panel upholds the complaint that Ald Ridler has breached Part 3.1, Part 7.1(a) and 7.1(b), Part 7.5, and Part 8.7 of the Code of Conduct. The Panel dismisses the complaint that Ald Ridler breached Part 7.1(c), Part 8.5, and Part 8.6 of the Code of Conduct.

Reasons for determination

1. **That Ald Ridler breached Part 3.1 of the Code of Conduct, viz.,**

   3.1. The actions of a councillor must not bring the council or the office of councillor into disrepute.

The Panel determines that on several occasions Ald Ridler acted or spoke in ways that are unacceptable in a council workplace. Two of these incidents occurred in interactions with female staff members, and the third in a council workshop before other participants. The Panel considers that such unacceptable behaviours cause the office of councillor to be brought into disrepute.

The Panel determines that the following actions by Ald Ridler breached Part 3.1 of the Code:

- His physical approach to Ms [redacted] when she was adjusting the fan in the committee meeting room on 2 December 2024;
- His remark to Ms [redacted], 'stick to your knitting and get back to the kitchen', made in a council workshop on 11 November 2024;
- His use of the phrase 'like a nigger in the woodpile' at a council workshop on 18 November 2024, witnessed by both Mr Reale and Ms [redacted]

2. **That Ald Ridler breached Part 7.1(a) and (b) of the Code of Conduct, viz.,**

   1. An elected member must–

   (a) treat all persons fairly; and
   (b) not cause a reasonable person offence or embarrassment; and…

The Panel determines that Ald Ridler treated members of staff unfairly on the following occasions, thereby breaching Part 7.1(a) of the Code:

- On 11 November 2024 at a council workshop, by telling Ms [redacted] to 'stick to your knitting and go back to the kitchen', a remark which was not denied by Ald Ridler and which the Panel determines was unfair to Ms [redacted]
- By requiring Ms [redacted] to give him her personal phone number in a way that made her feel as if she had no choice but to comply with his demand, contrary to the *Aldermanic Interaction with Council Officers* Directive of the Council.

- On 2 December 2024 at the AGM, by telling Ms [redacted] that he would 'get his whip out' to try to have the Annual Report released 30 to 60 days before the AGM. This was said in public at the AGM and witnessed by all elected members and staff present, and was embarrassing to Ms [redacted], as Ald Ridler was looking directly at her when he said the words;
- His physical approach to Ms [redacted] when she was adjusting the fan in the committee meeting room on 2 December 2024;
- On 25 November 2024, when Ald Ridler had put his arm around Ms [redacted] waist when she was showing him a form which he had to complete;
- His offensive remark to Ms [redacted], 'stick to your knitting and get back to the kitchen', made in a council workshop on 11 November 2024;
- On 9 December 2024, when Ald Ridler came into Ms [redacted] office and while she was trying to show him some information on her computer screen, and he stood unnecessarily directly behind her only centimetres from her, and she felt trapped against the desk;
- On 11 November 2024 in the Council meeting room, when Ald Ridler seized Ms [redacted] name badge from where it was clipped to her clothing on her chest when she introduced herself to him, which Ms [redacted] described as 'awkward and annoying'.

3. **Breach of Part 7.1(c) of the Code, viz.,**

   An elected member must….

   (c) Not bully or harass a person.

The Panel notes that the term 'bullying' is not defined in the Code of Conduct, but notes that 'bullied at work' is defined in the *Fair Work Act 2009* (section 789FD). Bullying generally implies that there is an imbalance of power in the relationship, which is the case in Glenorchy, where the respondent is an Alderman and the witnesses are staff members. Bullying is also likely to include conduct or communication which is insulting, offensive, intimidating, degrading, ridiculing or humiliating of another person.

The Panel determines that while a number of actions or words spoken by Ald Ridler were offensive and/or embarrassing to the affected employees, and his behaviour may have been intimidating, there was not a sustained pattern of behaviour towards any one employee.

The Panel therefore determines that Ald Ridler did not breach Part 7.1(c) of the Code of Conduct, and dismisses that part of the complaint.

4. **That Ald Ridler breached Part 7.5 of the Code of Conduct, viz.,**

   A councillor must not, in the councillor's relationships with persons, other councillors, the council, employees of the council or other bodies, engage in conduct that is prohibited conduct.

The Panel determines that Ald Ridler engaged in prohibited conduct with employees of the council on the following occasions, thereby breaching Part 7.5 of the Code:

- On 12 December 2024 at a community barbecue, Ald Ridler had put his hands on Ms [redacted] shoulders and physically turned her around to see what was written on the back of her work shirt, an action which was witnessed by Mr [redacted]
- His physical approach to Ms [redacted] when she was adjusting the fan in the committee meeting room on 2 December 2024;
- On 25 November, when Ald Ridler had put his arm around Ms [redacted] waist when she was showing him a form which he had to complete;
- On 9 December 2024, when Ald Ridler came into Ms [redacted] office and while she was trying to show him some information on her computer screen, and he stood unnecessarily directly behind her only centimetres from her, and she felt trapped against the desk.

5. That Ald Ridler breached Part 8.5(b) of the Code of Conduct, viz.,

A councillor's personal views must not be expressed publicly in such a way as to –
(a) …..
(b) bring the council into disrepute.

The Panel determines that Ald Ridler, on the occasions cited in the complaint, was not expressing his personal views on any topic. The Panel concludes that his use of phrases such as 'I'll get the whip out' and 'nigger in a woodpile' and 'stick to your knitting and get back to the kitchen' are his patterns of speech, rather than expressions of personal views.

The Panel therefore determines that Ald Ridler did not breach Part 8.5(b) of the Code of Conduct, and dismisses that part of the complaint.

6. That Ald Ridler breached Part 8.6 of the Code of Conduct, viz.,

A councillor must show respect when expressing personal views publicly,

As above, in the Panel's determination of the allegation that Ald Ridler breached Part 8.5(b) of the Code, the Panel determines that Ald Ridler was not expressing personal views on the occasions cited, and therefore dismisses the complaint that Ald Ridler breached Part 8.6 of the Code.

7. That Ald Ridler breached Part 8.7 of the Code of Conduct, viz.,

A councillor's personal conduct must not reflect, or have the potential to reflect, adversely on the reputation of the council.

The Panel determines that Ald Ridler's personal conduct had the potential to reflect adversely on the reputation of the Council on the following occasions:

- On 12 December 2024 at a community barbecue, Ald Ridler had put his hands on Ms [redacted] shoulders and physically turned her around to see what was written on the back of her work shirt, an action which was witnessed by Mr [redacted] and potentially by community members at the barbecue.

Summary

In accordance with section 28ZI(c) of the Act, the Panel determines that Ald Ridler has breached Part 3.1, Part 7.1(a) and (b), Part 7.5, and Part 8.7 of the Code of Conduct, and dismisses the complaint that he has breached Part 7.1(c) and Parts 8.5 and 8.6 of the Code.

Sanctions

In determining appropriate sanctions to impose on Ald Ridler for these breaches of the Code of Conduct, the Panel took into account several factors.

Ald Ridler is an experienced Alderman. He was first elected to Glenorchy City Council in 1987, where he served until losing his seat at the 2014 election. He was successful in returning to Council when a recount was held to fill a casual vacancy on the Council in November 2024. He has therefore served more than 27 years as an elected member. For 9 of those years all Tasmanian local government elected members have been subject to a Code of Conduct. While the Code of Conduct policy has introduced slight changes during the period 2005 to 2014, when Ald Ridler lost his seat, the Panel assumes that Ald Ridler would be familiar with the Code and the need to comply with it.

The Panel noted that Ald Ridler continued to behave inappropriately and in breach of the Code after he had been addressed on the matter by the Acting CEO on 3 December 2024, the day after the Annual General Meeting. At that time he had said to the Acting CEO that he was 'clear on the issues raised' in the interview, and that he would not continue with these behaviours. In his response to the complaint Ald Ridler did not deny the accuracy of the Statutory Declaration provided by the Acting CEO, Mr Reale, as part of the complaint.

The Panel determines that Ald Ridler's behaviour is in breach of the Code of Conduct, but also exhibits a lack of awareness of proper conduct in modern Australian society, particularly in a workplace. He has also exhibited wilful disregard for the advice given him by the Acting CEO. The Panel concludes that his behaviour was not inadvertent or accidental, and risks damaging the reputation of the Council within its community, and bringing disrepute to the office of Councillor.

The Panel noted also that another Alderman had also spoken to Ald Ridler about his behaviour with staff, and that these behaviours had been raised in a phone call to the Acting CEO from the Deputy Mayor. The Panel reasonably concludes that Ald Ridler's behaviour was causing concern within the elected member group, as well as within the staff.

In accordance with section 28ZI(2) of the Act, the Panel therefore determines to impose the following sanctions on Ald Ridler[4]:

- A reprimand;
- A requirement to attend training. An appropriate training provider is to be advised by the Office of Local Government to the General Manager of the Glenorchy City Council; and
- A suspension from performing and exercising the powers and functions of his office as a councillor for a period of one month. The suspension is to commence on the day following the date of the Council meeting in respect of which the determination

[4] The Panel wrote to Ald Ridler on 14 July 2025, emphasizing that while no determination had been made, the Panel was considering upholding the complaint that Ald Ridler had breached Part 3.1, Part 7.1(a) and (b), Part 7.5 and Parts 8.5 and 8.6 of the Code. Ald Ridler was asked to provide a submission on what sanction he considered would be appropriate if the Panel confirmed these draft determinations. Ald Ridler submitted that he would accept the sanction of attending counselling or a training course.

report is included within an item on the agenda, in accordance with section 28ZK of the Act.

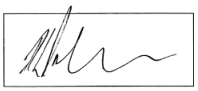
Timing of the Determination

In accordance with section 28ZD (1) a Code of Conduct Panel is to make every endeavour to investigate and determine a code of conduct complaint within 90 days of the Initial Assessor's determination that the complaint is to be investigated.

The Panel has been unable to determine the Complaint within 90 days, owing to granting extension for responses and appearances, intervening holiday periods, and other commitments by members preventing preparation of the final report.

Right to review

A person aggrieved by the determination of the Code of Conduct Panel, on the ground that the Panel failed to comply with the rules of natural justice, is entitled under section 28ZP of the Act to apply to the Tasmanian Civil and Administrative Tribunal for a review of the determination on that ground.


Lynn Mason	David Palmer	Philip Cocker
Chairperson	Member	Member

DATE : 30 July 2025

11.2 QUARTERLY REPORT - Q1 - PERIOD ENDING 30 SEPTEMBER 2026

Author: Chief Financial Officer (Michael Sokulski)

Qualified Person: Chief Executive Officer (Emilio Reale)

File Reference: Corporate Reporting

Executive summary

This report provides Council with the Quarterly Report for the period ending 30 September 2026, outlining key financial and operational performance results for the first quarter of the 2026/27 financial year.

The Quarterly Report includes:

- The Chief Executive Officer's Summary of Strategic and Operational Highlights
- Council's Quarterly Financial Performance Report
- Budget Variation Proposals
- Progress Reporting Against Annual Plan Measures

Financial performance

Council's operating result at the end of quarter one is $0.671 million favourable to budget. The result is the combination of lower revenue inflows offset by lower expenditure outflows.

Overall, the financial performance is representative of sound financial management practices across the organisation.

- Operating Revenue: $71.950 million which is $156,000 (0.22%) below the $72.106 million year-to-date budget, within an annual budget of $89.556 million.
- The nett first quarter result is within a reasonable tolerance. However, the current economic environment combined with world events may create financial pressure on some revenue sources. Any trend will become more noticeable during the second quarter and addressed in the mid-year budget review if required.
- Operating Expenditure: $20.519 million which is $827,000 (3.87%) below the $21.346 million year-to-date budget, within an annual budget of $89.556 million.
- At this stage, there are no major savings in the favourable result, but rather mostly timing differences between the nominated budget month and actual expenditure. The expenditure will be monitored in the second quarter and adjusted in the mid-year budget review if required.
- Capital Grant Revenue: $174,000 towards the annual budget of $1.278 million.

- There is a reduction in available grants combined with fewer major grant projects being undertaken by Council. This financial year will be predominately Federal roads-to-recovery along with State blackspot and vulnerable road users grants.
- Capital Works: Actual expenditure of $4.019 million against the year-to-date budget of $2.553 million, within an annual program of $21.111 million.
- A separate Capital Works Status Update Report is presented to Council at this meeting.

Overall, Council's financial position at the end of the September 2026 quarter is favourable. However, revenue and expenditure will be monitored closely during the second quarter to identify any permanent movements away from budget.

Recommendation

That Council:

1. RECEIVE and NOTE Council's Quarterly Report (**Attachment 1**) and Quarterly Annual Plan Progress Report (**Attachment 2**) for the quarter ending 30 September 2026.

Community Plan Reference	Leading Our Community We are a leader and partner that acts with integrity and upholds our community's best interests. We responsibly manage our community's resources to deliver what matters most.
Strategic Plan Reference	Communicate effectively with our community and stakeholders about what Council is doing. Manage the City's assets responsibly for the long-term benefit and growth of our community. Deploy the Council's resources effectively to deliver value while being financially responsible. Manage compliance and risk in Council and our community through effective systems and processes.
Consultation / Engagement	Executive Leadership Team. All Managers. Community consultation was not required due to the regular and operational nature of this report.
Resources	Not applicable
Risk / Legal / Legislative / Reputational	1. Financial Risk There is an ongoing risk of revenue or expenditure variations arising later in the financial year due to economic conditions, timing of grant receipts, inflationary pressures, or unplanned maintenance requirements. Continuous monitoring and quarterly reviews mitigate this risk. 2. Budget Management Risk If budget variations are not appropriately approved or reflected in future reporting, Council may lose visibility over true financial performance. Regular review and alignment of budget estimates, as proposed in this report, reduces this risk. 3. Capital Delivery Risk Delays in the delivery of capital works or the use of carried forward grant funds may result in project underspend or deferred community benefits. This risk is mitigated through project monitoring and separate Capital Works reporting. 4. Compliance Risk Failure to report or approve budget adjustments in accordance with Section 82(4) of the Local Government Act 1993 could lead

	to non-compliance with legislative requirements. This is mitigated by ensuring Council approval of all budget variations. 5. Operational Risk Timing differences in expenditure recognition, staff vacancies, and supplier delays can create short-term fluctuations in reported results. These are managed through monthly reviews and adjustments to ensure reports reflect the true financial position. 6. Reputational Risk Inaccurate or inconsistent financial reporting may undermine public confidence in Council's financial management. Transparent financial reporting and the inclusion of explanatory notes help maintain community trust and accountability.
2026/27 Budget Allocation	The Financial Performance Report details actual results against budget.
Life of Project, Service, Initiative or (Expectancy of) Asset	Not applicable
2026/27 Budget Reconsideration	There are no budget reconsiderations proposed in this report.
Ongoing Costs (e.g. maintenance, operational)	Not applicable
Other Funding Sources	Not applicable

Report in detail

1. The Quarterly Report contains a comprehensive summary of Council's performance to 30 September 2026. The report consists of the:
    - Chief Executive Officer's Summary of Strategic and Operational Highlights
    - Council's Quarterly Financial Performance Report
    - Budget Variation Proposals
    - Reporting against Annual Plan Measures

Financial performance

2. Council's operating result to 30 September 2026 is $671,000 improved on the budgeted position.
3. The favourable result indicates controlled revenue and expenditure for the organisation as a whole. In the lead-up to the mid-year budget review, quarter two will be closely monitored to identify any permanent budget variations required to be corrected.

Revenue

4. Year-to-date operational revenue is $71.950 million compared to budgeted operational revenue of $72.106 million. This represents an unfavourable result of $156,000 or 0.22% against budget.
5. Revenue is largely in line with budget, however a notable variation due to increased legislated charitable remissions of General Rates due to new / redeveloped properties. Reactive revenue streams such a Landfill and Childcare are being impacted by external influences and will be monitored during quarter two.

Expenditure

6. Year-to-date operational expenditure is $20.519 million compared to budgeted expenditure of $21.346 million. This represents a favourable result of $827,000 or 3.87% against budget.
7. Under expenditure is evident in the larger spending programs such as Landfill and Waste Management, mainly with timing of invoices for contractors servicing bin collection and waste processing. Otherwise, most other programs are within acceptable tolerances for this time of year.

Non-operating – Capital Grant Revenue

8. Capital grant revenue is $174,000 against the annual $1.278 million budget.
9. The Roads-to-Recovery project this year is Main Road, Glenorchy - Between Gavitt Street and Windsor Street for which $878,000 will be received during construction.

Non-operating – Monetary Contributions

10. No contributions have been received, and no budget is provided.

11. These are primarily tied to development permits which require the applicant to contribute to necessary capital works undertaken by Council. A budget is not provided due to the infrequent nature of this revenue.

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

12. Gain on disposal of assets is $64,000 against the annual $1.375 million budget loss.

13. Activities in this area are disposal of obsolete computer equipment, minor plant and vehicle changeovers. Land sales also contribute to the monthly result. The reported loss is not a "cash" loss but mostly made up of the movement in asset values.

14. The cash sale price of disposed assets is tempered by the expense in writing down the book value of those assets. There is also an allowance for derecognised assets where it is found the physical asset is no longer in accordance with the asset register.

Non-Operating – Contributions Non-Monetary Assets

15. No non-monetary assets have been received against an annual budget of $2.625 million. Typically, these are donated/gifted assets received from subdivisions and like developments, as well as assets found not to be currently recorded in the asset register.

Non-Operating – Assets Written Off

16. No assets have been written off against an annual budget of $700,000.

17. Typically, this relates to the residual value of assets that have reached the end of their useful lives and have been replaced. It is difficult to budget for this expense in advance as the capital program is constantly reviewed and projects substituted in and out during the year.

Capital Works

18. Capital Works expenditure to 30 September 2026 is $4.019 million against the year-to-date budgeted expenditure of $2.553 million. The annual budget is $21.111 million. The expenditure split is $3.508 million for recurrent projects and $511,000 for major projects.

Annual Plan Progress

19. The attached Annual Plan Progress Report (**Attachment 2**) records the status of the nine priority actions and the Annual Plan actions, including business as usual items.

Attachments

1. GC C- Quarterly- Report- Q 1-2026–27 [**11.2.1** - 44 pages]
2. Measure Reporting - Progress Attachment 26-27 [**11.2.2** - 7 pages]

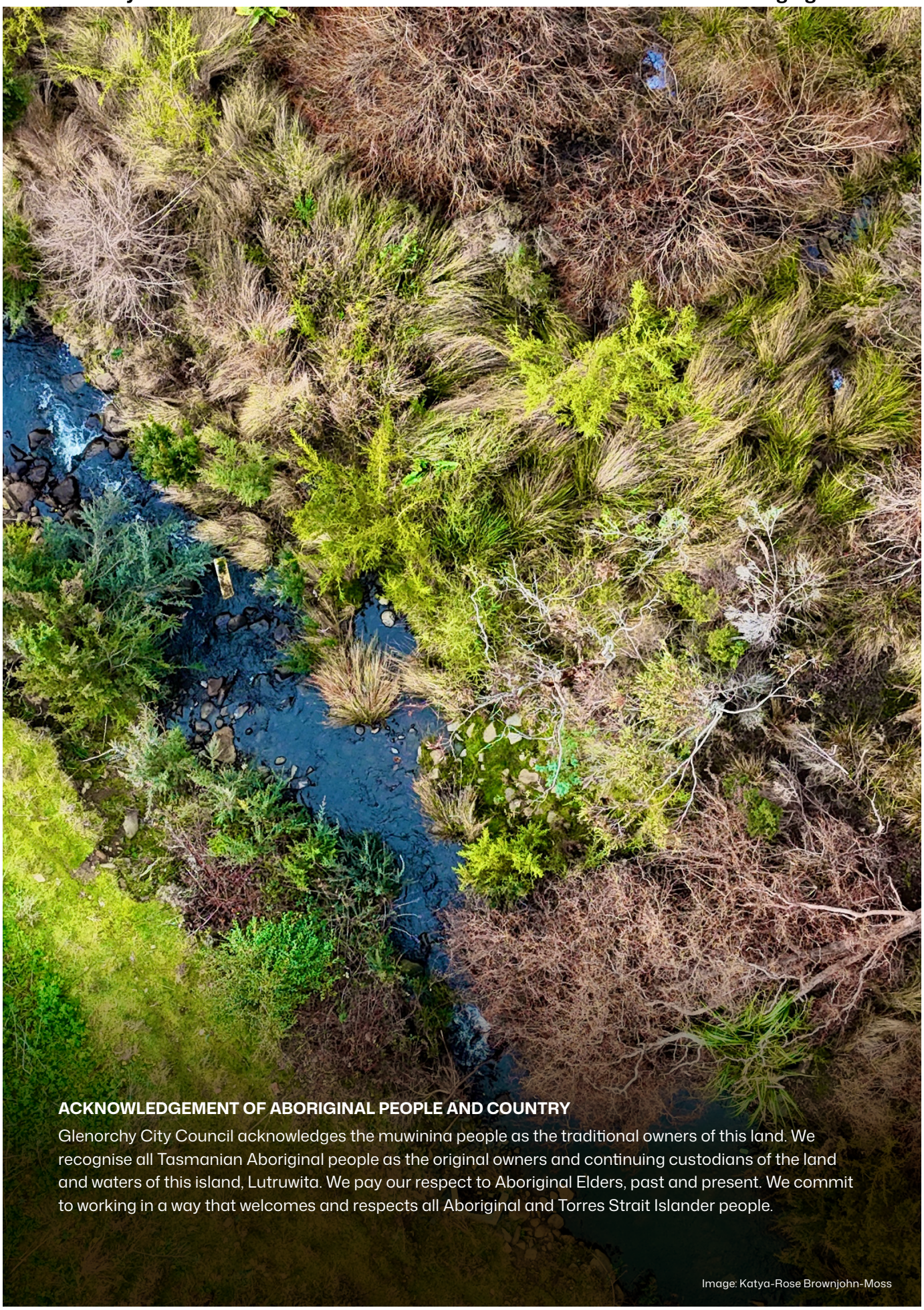
Image: Katya-Rose Brownjohn-Moss

Glenorchy City Council

Quarterly Report

Quarter 1, 2026/27





ACKNOWLEDGEMENT OF ABORIGINAL PEOPLE AND COUNTRY

Glenorchy City Council acknowledges the muwinina people as the traditional owners of this land. We recognise all Tasmanian Aboriginal people as the original owners and continuing custodians of the land and waters of this island, Lutruwita. We pay our respect to Aboriginal Elders, past and present. We commit to working in a way that welcomes and respects all Aboriginal and Torres Strait Islander people.

Image: Katya-Rose Brownjohn-Moss

Contents

Acknowledgement of Aboriginal People and Country 2

Strategic and Operational Highlights for the Quarter 4

Quarterly Financial Performance 8

- Operating Summary 8
- Operating Result to 30 June 2027 8
- Operating Revenue 9
- Operating Expenditure 10
- Non-Operating Revenue 11
- Non-Operating Expenditure 12
- Capital Works 12
- Cash and Investments 14
- Rates Collections 14
- Interim Statement of Comprehensive Income to 30 September 2026 15
- Interim Statement of Financial Position to 30 September 2026 16

Annual Plan Progress 18

- Reading This Report 18
- Progress Summary 19
- Making Lives Better 20
- Building Image and Pride 23
- Open for Business 26
- Leading Our Community 31
- Valuing Our Environment 39



Image: Katya-Rose Brownjohn-Moss

STRATEGIC AND OPERATIONAL HIGHLIGHTS FOR THE QUARTER

Quarter 1 was a period of transition for Glenorchy City Council, as several long-term initiatives moved from planning into delivery, new services were embedded, and preparations continued for the October 2026 Local Government Election.

A major focus was the repair of the Glenorchy War Memorial Pool, which progressed through its final stages. Construction was substantially completed, systems were tested, and preparations for a series of reopening events in early October were finalised.

The Youth Hub continued to mature as a cornerstone of Council's youth services.

Despite these major projects and initiatives, responsible financial management and the ongoing provision of essential services remained at the centre of Council's work.

FINANCIAL POSITION

Council's operating result at 30 September 2026 was $0.671m favourable to budget. This outcome reflected $0.156m less operating revenue than budgeted, offset by $0.827m less operating expenditure than budgeted.

Year-to-date operating revenue was $71.950m compared with a budget of $72.106m, while operating expenditure was $20.519m against a budget of $21.346m. The expenditure result was primarily driven by timing differences across materials and services budgets and depreciation adjustments associated with the completion of the 2025/26 annual accounts process.

The forecast to 30 June 2027 currently indicates a favourable result of $0.412m. Capital works expenditure totalled $4.019m against a year-to-date budget of $2.552m.

At the end of the quarter, Council remained in a sound financial position, with revenue and expenditure generally tracking close to budget and the capital works program progressing as planned.

GLENORCHY WAR MEMORIAL POOL

Repairs to the Glenorchy War Memorial Pool reached their final stages during Quarter 1, with approximately 99% of contract works completed by mid-September.

The changeroom building was completed, the main pool was filled, the accessible ramp completed and painting of the main and toddlers' pools finished. New infrastructure included upgraded pumps, gas and solar heating systems, filtration equipment and a heat exchanger. The Changing Places accessible facility, accessible parking bays, pathways and associated site works were also completed or nearing completion.

Council-led works included entrance upgrades, security and CCTV systems, interpretive displays and public art. Tasmanian artist Isa June completed murals for the changeroom building and Changing Places facility ahead of the reopening.

Council also worked closely with Belgravia Leisure to prepare for the handover of the facility and coordinated a series of opening events. Planning for the official reopening on 1 October 2026 and a community pool party on 3 October 2026 was completed during the quarter.

YOUTH ENGAGEMENT

The Glenorchy Youth Hub delivered 65 after-school drop-in sessions, recording 3,231 attendances. The Hub also hosted 31 daytime visits and group bookings involving approximately 211 participants. Ten partner organisations took part, including schools, neighbourhood houses and service providers.

By late September, drop-in sessions were averaging 60 young people a day. A Jobs Hub pop-up event connected young people with employment and training opportunities, while Youth After-hours Diversion Service staff began supporting drop-in sessions.

CITY SAFETY

Council continued to work with Tasmania Police, government agencies and community organisations on safety and inclusion. Tasmania Police attended the R U OK? Day barbecue on Council lawns, visited the Youth Hub and engaged with the Intergenerational Friendship Group.

Council also coordinated with Tasmania Police and the Salvation Army's Streets to Home program in response to homelessness.

Other inclusion work covered young people, intergenerational and wellbeing programs, Dementia Action Week, public art and community participation.

GLENORCHY JOBS HUB

The Glenorchy Jobs Hub continued to support local people into employment and training. A major focus for Council was its role in advocating for ongoing funding of the Regional Jobs Hub Network beyond September 2027.

Representatives of the regional hubs met with Australian Government ministers and senior officials in Canberra to outline the network's results and make the case for continued investment. Council also met with the Hon Julie Collins MP, Senator Carol Brown, Jen Butler MP, Rebecca White MP and other representatives to advocate for ongoing funding and highlight the role the Jobs Hub plays in supporting employment, training and economic participation across Glenorchy.

With long-term funding yet to be secured, Council will continue to champion the future of the service through targeted advocacy, direct engagement with government decision-makers and ongoing discussions with Commonwealth representatives to identify future funding opportunities.

LOOKING AHEAD

The reopening of the Glenorchy War Memorial Pool concludes an intensive period of repair, upgrade and preparation. Belgravia Leisure will operate the facility, while Council's role shifts from construction and repair to oversight of this important community asset.

The Northern Suburbs Transit Corridor will remain a strategic focus. The project has long-term implications for public transport, housing growth, economic development, local roads and the Intercity Cycleway. Council will continue advocating for a genuine role in its planning and for unresolved financial and asset responsibilities to be addressed before decisions are made.

Other future priorities include continued Youth Hub programming, advocacy for Regional Jobs Hub funding, the Tolosa Park destination playspace and Humphreys Rivulet rehabilitation.

I thank Council staff, Elected Members and community partners for their work across Glenorchy during Quarter 1.



Emilio Reale
Chief Executive Officer

Financial Performance

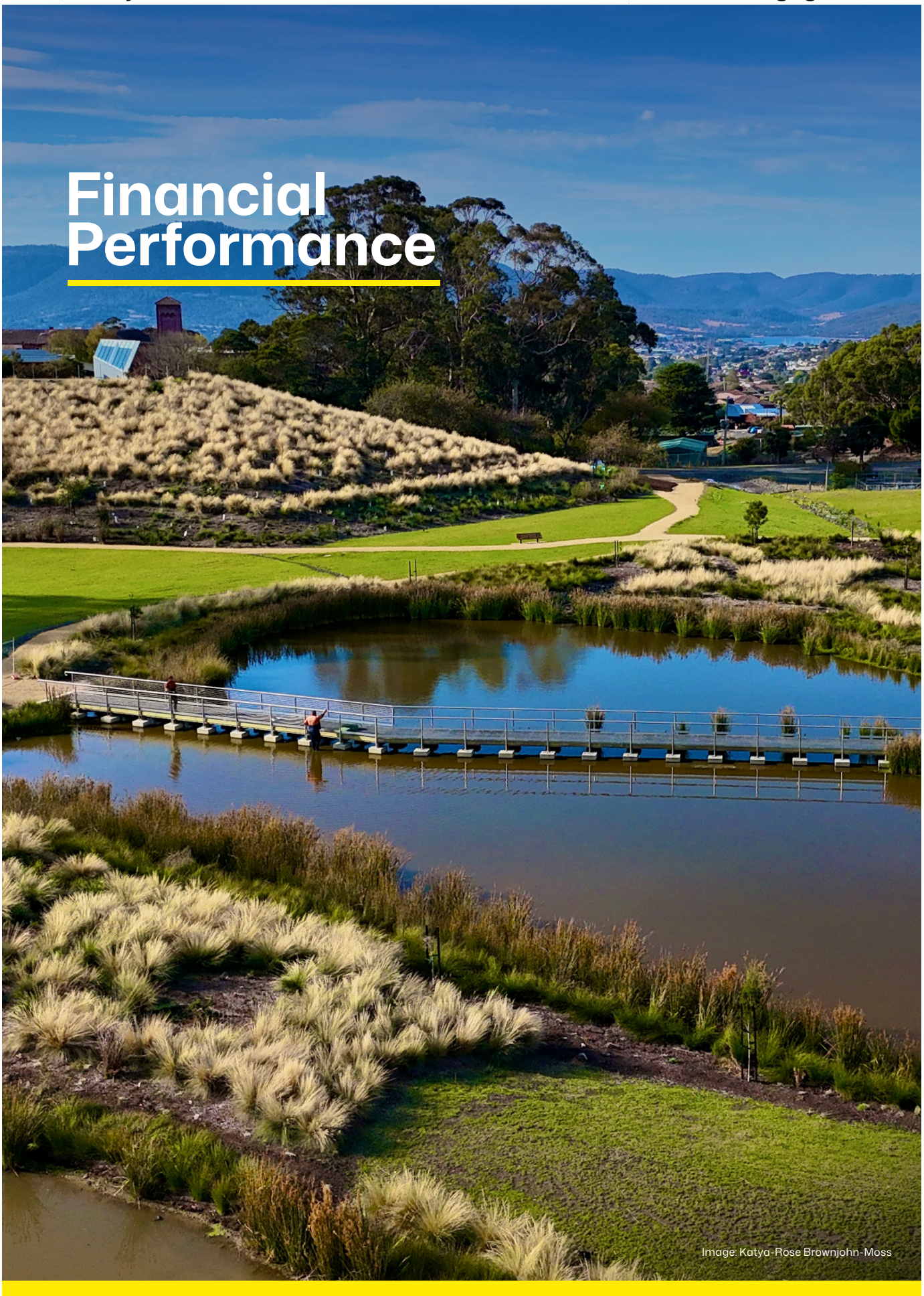


Image: Katya-Rose Brownjohn-Moss

Quarterly Financial Performance Report

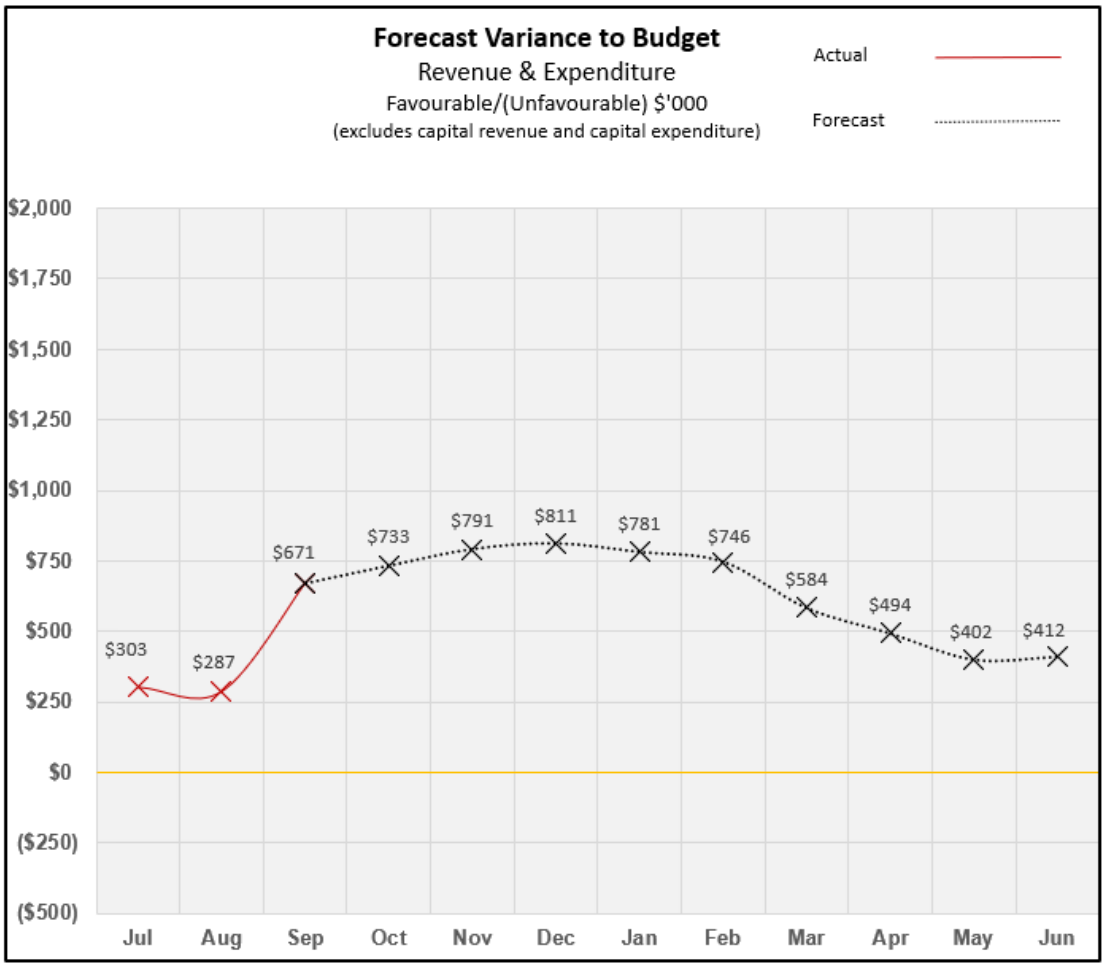
For the quarter ending 30 September 2026

OPERATING SUMMARY

Council's operating result as at the end of the September 2026 quarter is $0.671m better than the budgeted position. The favourable variance is the combined result of $0.156m less revenue than budgeted and $0.827m less expenditure than budgeted.

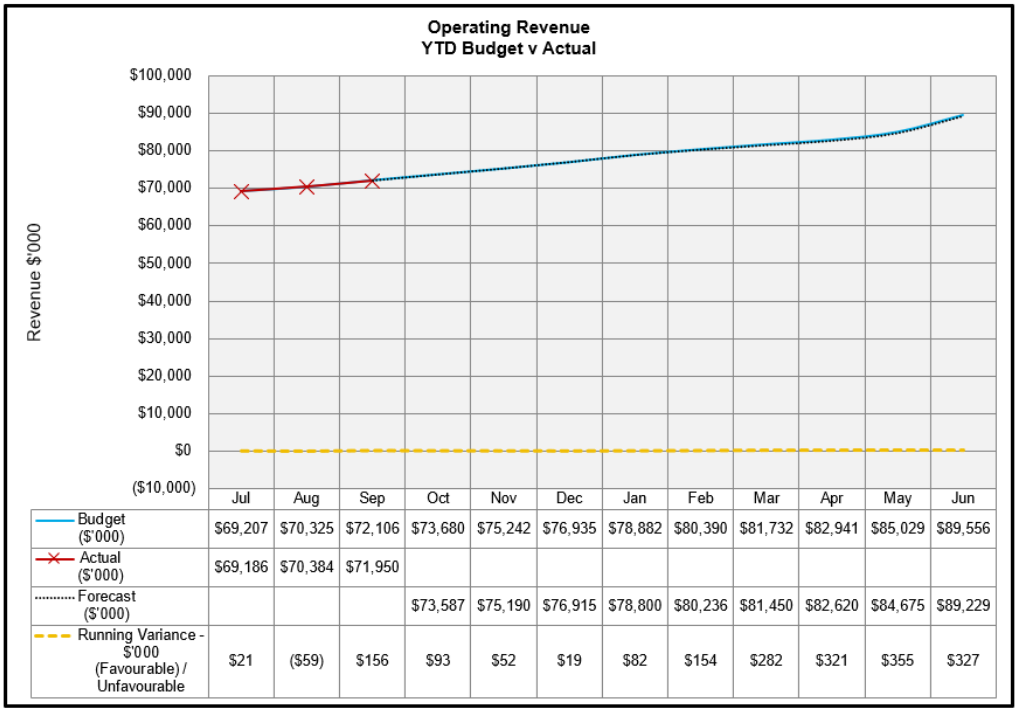
OPERATING RESULT TO 30 JUNE 2027

The forecast through to 30 June 2027 is currently showing a favourable end of year result of $0.412m based upon (a) the actual variation reported year to date to 30 September 2026 and (b) all remaining months achieving forecast.



OPERATING REVENUE

Year-to-date operational revenue is $71.950m compared to budgeted operational revenue of $72.106m. This represents an unfavourable result of $0.156m or 0.22% against budget.



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Budget ($'000)	$69,207	$70,325	$72,106	$73,680	$75,242	$76,935	$78,882	$80,390	$81,732	$82,941	$85,029	$89,556
Actual ($'000)	$69,186	$70,384	$71,950									
Forecast ($'000)				$73,587	$75,190	$76,915	$78,800	$80,236	$81,450	$82,620	$84,675	$89,229
Running Variance - $'000 (Favourable) / Unfavourable	$21	($59)	$156	$93	$52	$19	$82	$154	$282	$321	$355	$327

Notes:

I. Operational revenue does not include capital revenue or gain/loss on sale or disposal of assets.

II. All noted amounts are reported as variance to budget as at 30 September 2026.

NOTE 1 – RATES REVENUE

Unfavourable against the year-to-date $57.963m budget by $115k, noting new charitable remissions ($85k) and reduced supplementary valuation rates ($39k).

NOTE 2 – USER CHARGES AND LICENCES REVENUE

Favourable against the year-to-date $11.211m budget by $7k, noting favourable higher building application fees ($70k) and kerbside waste management charges ($100k), offset by lower landfill fees ($109k) and compliance fines and other compliance revenue ($39k).

NOTE 3 – INTEREST ON INVESTMENTS

Interest on cash and investments is $293k against an annual budget of $1.675m. Interest received from at-call accounts is $209k. Interest received from reserve accounts is $41k. Interest reinvested on term deposits is $125k. Accrued interest on term deposits before 1 July is $82k.

NOTE 4 – OPERATING GRANTS

Unfavourable against the year-to-date $2.522m budget by $67k, noting federal government childcare subsidy shortfall ($83k), offset by two new grants for flood monitoring ($15k) and pool reopening activities ($5k).

NOTE 5 – CONTRIBUTIONS – CASH

Favourable against the year-to-date $3k budget by $28k, noting this budget covers planning cash-in-lieu ($0k budget $30k received for a Rosetta development) and private stormwater connection permits ($3k budget $1k received) which are customer driven and not guaranteed revenue.

NOTE 6 – TAS WATER INCOME

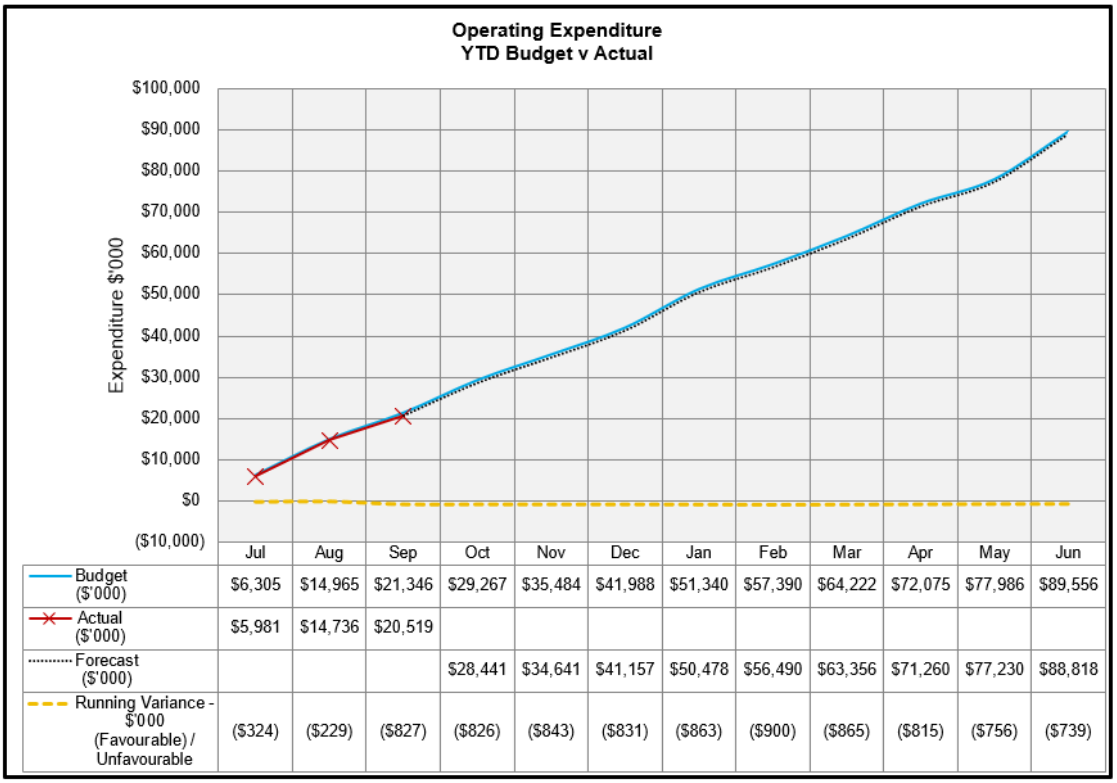
No dividends have been received to date, with the first payment due in October ($652k).

NOTE 7 – OTHER INCOME

Unfavourable against the year-to-date $105k budget by $7k, noting reduced fuel tax credits ($5k).

OPERATING EXPENDITURE

Year-to-date operational expenditure is $20.519m compared to budgeted expenditure of $21.346m. This represents a favourable result of $0.827m or 3.87% against budget.



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Budget ($'000)	$6,305	$14,965	$21,346	$29,267	$35,484	$41,988	$51,340	$57,390	$64,222	$72,075	$77,986	$89,556
Actual ($'000)	$5,981	$14,736	$20,519									
Forecast ($'000)				$28,441	$34,641	$41,157	$50,478	$56,490	$63,356	$71,260	$77,230	$88,818
Running Variance - $'000 (Favourable) / Unfavourable	($324)	($229)	($827)	($826)	($843)	($831)	($863)	($900)	($865)	($815)	($756)	($739)

Notes:

I. Operational revenue does not include capital revenue or gain/loss on sale or disposal of assets.

II. All noted amounts are reported as variance to budget as at 30 September 2026.

NOTE 8 – EMPLOYMENT COSTS

On target against the year-to-date $8.533m budget by a $9k favourable variance.

NOTE 9 – MATERIALS AND SERVICES EXPENDITURE

Favourable against the year-to-date $7.819m budget by $661k, noting primarily budget / expenditure timing differences in landfill operations ($141k), governance and risk ($114k), waste management kerbside collection & processing ($89k) and fleet & plant utilisation ($52k).

NOTE 10 – DEPRECIATION AND AMORTISATION

Favourable against the year-to-date $4.825m budget by $155k, noting only existing asset depreciation has been processed while the 2025/26 annual accounts audit has been underway.

NOTE 11 – FINANCE COSTS

No finance costs are expected in the 2026/27 financial year due to no borrowings and other low levels of debt.

NOTE 12 – BAD AND DOUBTFUL DEBTS

No bad or doubtful debts identified to date.

NOTE 13 – OTHER EXPENSES

On target against the year-to-date $169k budget by $1k.

NON-OPERATING REVENUE

NOTE 14 – CONTRIBUTIONS – NON-MONETARY ASSETS

No non-monetary contributions have been received against an annual budget of $2.625m.

NOTE 15 – GAIN OR LOSS ON DISPOSAL OF ASSETS / DERECOGNITION OF ASSETS

Gain on disposal of assets is $66k against the budgeted annual loss of $1.375m, noting two vehicle sales and several other minor equipment disposals have occurred.

NOTE 16 – CAPITAL GRANTS

Capital grant revenue is $174k against the annual $1.278m budget, noting roads to recovery funding for Main Road, Glenorchy - Between Gavitt Street and Windsor Street ($878k) is budgeted for this financial year.

NOTE 17 – CONTRIBUTIONS – MONETARY

No contributions - monetary capital revenue has been received, and no budget is provided.

NON-OPERATING EXPENDITURE

NOTE 18 – ASSETS WRITTEN OFF

No assets have been written off against an annual budget of $700k.

CAPITAL WORKS

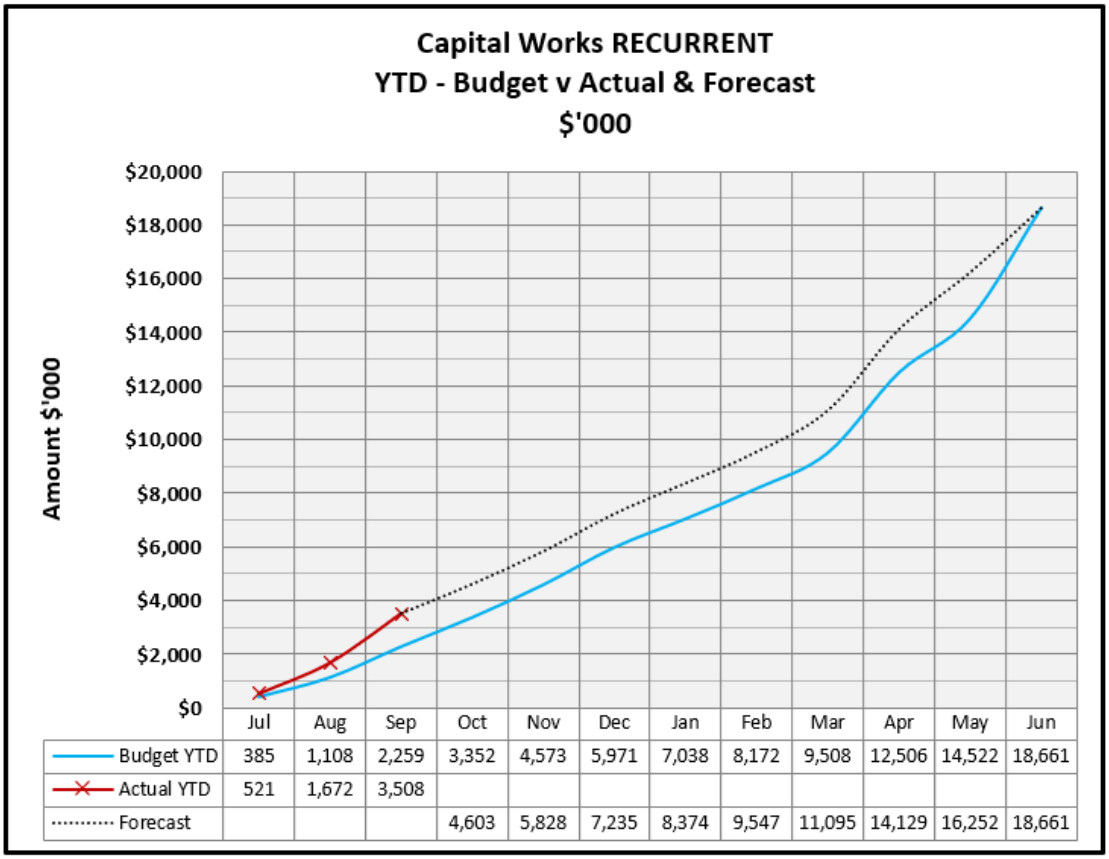
Year-to-date Capital Works expenditure is $4.019m against the year-to-date budget of $2.552m with the expenditure split between Recurrent and Major projects being:

- RECURRENT: $3.508m has been expended against a budget of $2.259m
- MAJOR PROJECTS: $0.511m has been expended against a budget of $0.293m

The Infrastructure Management Group (IMG) actively monitors project progress and expenditure. In the event forecast trends suggest budget might not be achieved, funds will be redirected to other capital projects.

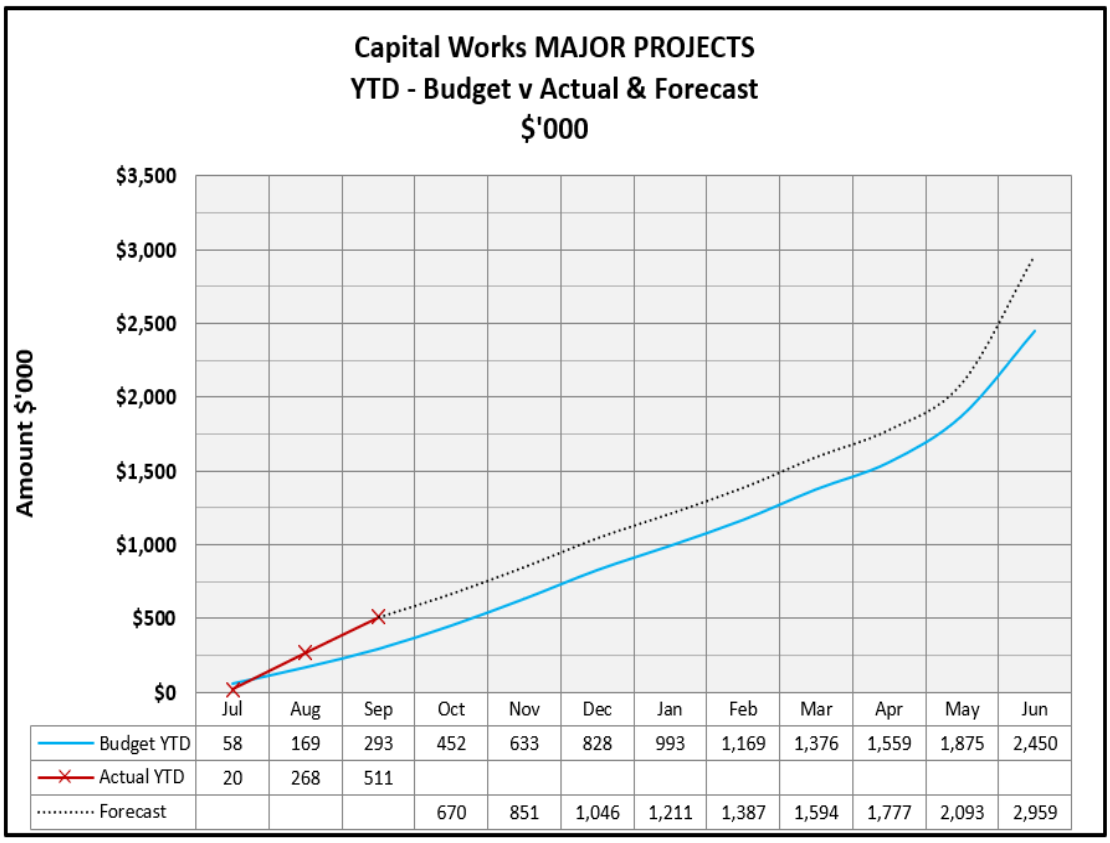
A separate quarterly Capital Works Status Update Report is presented to Council in which IMG approved budget variations are detailed.

CAPITAL PROGRAM – RECURRENT



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Budget YTD	385	1,108	2,259	3,352	4,573	5,971	7,038	8,172	9,508	12,506	14,522	18,661
Actual YTD	521	1,672	3,508									
Forecast				4,603	5,828	7,235	8,374	9,547	11,095	14,129	16,252	18,661

CAPITAL PROGRAM – MAJOR PROJECTS



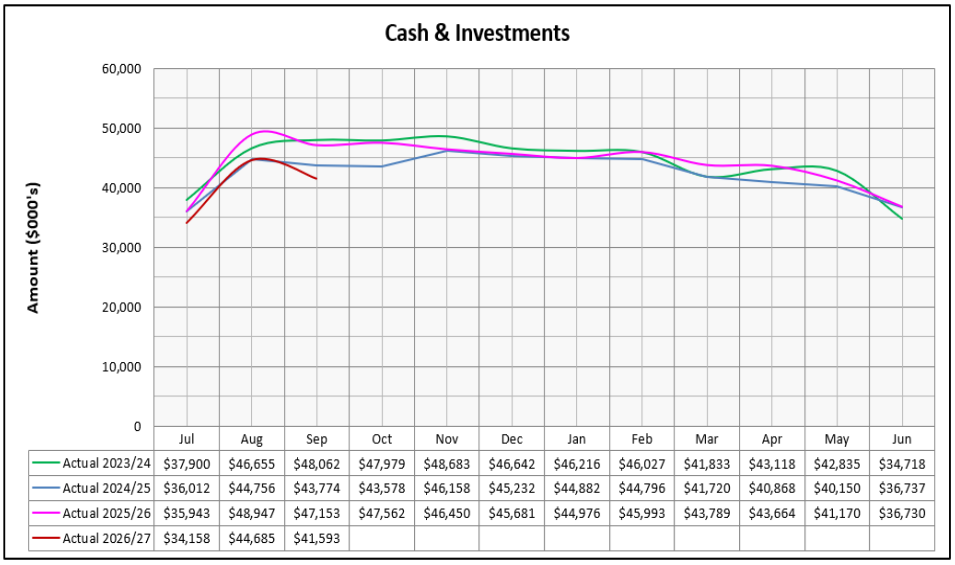
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Budget YTD	58	169	293	452	633	828	993	1,169	1,376	1,559	1,875	2,450
Actual YTD	20	268	511									
Forecast				670	851	1,046	1,211	1,387	1,594	1,777	2,093	2,959

The following projects form the Major Projects capital works program:

Project	YTD Actual	ANNUAL Budget	ANNUAL Forecast
102656 - Tolosa Park Destination Playspace	$1,541	$1,700,000	$1,700,000
102658 - Wilkinsons Point Ferry Terminal Contribution	$0	$500,000	$500,000
102490 - International Food Garden	$445	$150,000	$150,000
102657 - Landfill Hazardous Waste Storage	$0	$100,000	$100,000
Various Unbudgeted Expenditure on Carryover Projects	$509,312	$0	$509,312
TOTALS	**$511,298**	**$2,450,000**	**$2,959,312**

CASH AND INVESTMENTS

At 30 September 2026, cash and investments totalled $41.593m compared to $47.153m for the same period last year. The decrease over the 12 month period is primarily the result of a large capital works program in 2025/26 totalling $30.002m. This has been funded partly by cash reserves. The 2026/27 capital program is lower at $21.111m which should result in less reliance on existing cash moving forward.

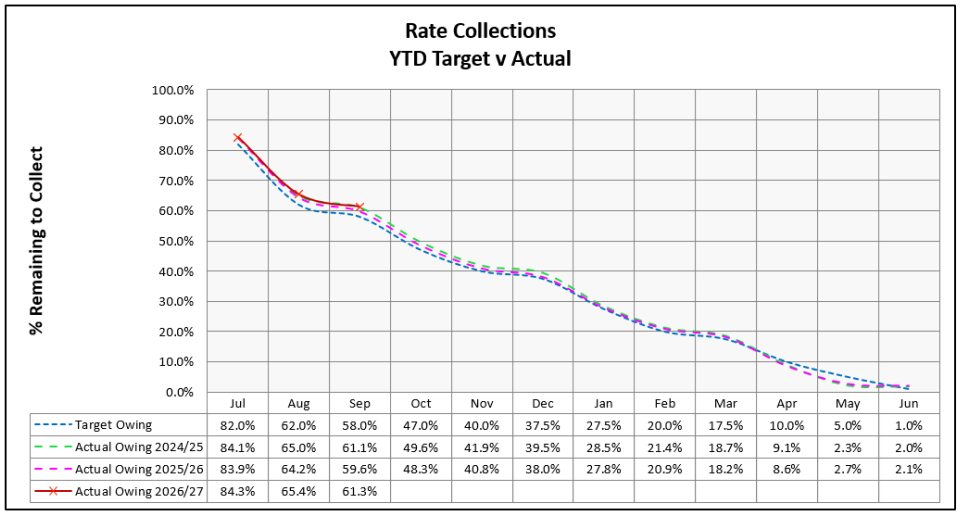


	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Actual 2023/24	$37,900	$46,655	$48,062	$47,979	$48,683	$46,642	$46,216	$46,027	$41,833	$43,118	$42,835	$34,718
Actual 2024/25	$36,012	$44,756	$43,774	$43,578	$46,158	$45,232	$44,882	$44,796	$41,720	$40,868	$40,150	$36,737
Actual 2025/26	$35,943	$48,947	$47,153	$47,562	$46,450	$45,681	$44,976	$45,993	$43,789	$43,664	$41,170	$36,730
Actual 2026/27	$34,158	$44,685	$41,593									

Note: total cash and investments includes non-restricted operating funds and funds restricted by policy and standards

RATES COLLECTIONS

At 30 September 2026, rates owing are 61.3% which is higher than the corresponding figure last year at 59.6% but comparable with the preceding year before that of 61.1%. The nominated collection target for this period is 58% based on historical collection results. The collection result and target are within a reasonable tolerance having regard to the effect of recent interest rate increases and overseas events. Having noted external pressures are affecting our ratepaying community, there has been no appreciable increase in the number of hardship applications received.



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Target Owing	82.0%	62.0%	58.0%	47.0%	40.0%	37.5%	27.5%	20.0%	17.5%	10.0%	5.0%	1.0%
Actual Owing 2024/25	84.1%	65.0%	61.1%	49.6%	41.9%	39.5%	28.5%	21.4%	18.7%	9.1%	2.3%	2.0%
Actual Owing 2025/26	83.9%	64.2%	59.6%	48.3%	40.8%	38.0%	27.8%	20.9%	18.2%	8.6%	2.7%	2.1%
Actual Owing 2026/27	84.3%	65.4%	61.3%									

INTERIM STATEMENT OF COMPREHENSIVE INCOME TO 30 SEPTEMBER 2026

Year-to-Date (YTD)	Note	FY2027 Budget $'000	FY2027 Actual $'000	FY2026 Actual $'000	FY2027 Variance Budget to Actual
Operating Revenue					
Rates	1	57,963	57,848	54,860	-115
User charges and licences	2	11,211	11,217	10,263	7
Interest	3	295	293	165	-2
Grants	4	2,522	2,455	2,035	-67
Contributions - cash	5	3	31	1	28
Investment income from Tas Water	6	-	-	-	-
Other income	7	112	105	124	-7
Total Operating Revenue		**72,106**	**71,950**	**67,448**	**-156**
Operating Expenditure					
Employment costs	8	8,533	8,524	7,823	-9
Materials and services	9	7,819	7,158	5,359	-661
Depreciation and amortisation	10	4,825	4,670	4,163	-155
Finance costs	11	-	-	-	-
Bad and doubtful debts	12	-	-	-	-
Other expenses	13	169	167	416	-2
Total Operating Expenditure		**21,346**	**20,519**	**17,761**	**-827**
Total Operating Surplus/(Deficit)		**50,759**	**51,430**	**49,687**	**671**
Non-Operating Revenue					
Contributions – non-monetary assets	14	-	-	-	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	15	-3	64	118	67
Capital grants received specifically for new or upgraded assets	16	-	174	4,720	174
Contributions –monetary	17	-	-	-	-
Total Non-Operating Revenue		**-3**	**238**	**4,838**	**241**
Non-Operating Expenses					
Assets written off	18	-	-	-	-
Total Non-Operating Expense		**-**	**-**	**-**	**-**
Total Surplus/(Deficit)		**50,757**	**51,668**	**54,525**	**911**

INTERIM STATEMENT OF FINANCIAL POSITION TO 30 SEPTEMBER 2026

	30 Sep 2026 $'000	30 Sep 2025 $'000
Asset		
Current assets		
Cash and Cash Equivalents	11,475	12,806
Trade and Other Receivables	43,899	39,952
Inventories	171	35
Assets Classified as Held for Sale	3,913	1,183
Contract Assets	267	0
Current Investments	30,118	34,347
Other Current Assets	37	39
Total Current Assets	**89,880**	**88,362**
Non-Current Assets		
Property, Infrastructure, Plant and Equipment	1,316,961	1,283,752
Investment in Water Corporation	186,530	180,686
Right of Use Assets	1,167	1,836
Other Non-Current Assets	22,856	11,384
Total Non-Current Assets	**1,527,514**	**1,477,658**
Total Assets	**1,617,394**	**1,566,020**
Liabilities		
Current Liabilities		
Trade & Other Payables	1,487	4,845
Provisions	5,780	5,150
Borrowings	0	126
Trust Funds and Deposits	1,063	559
Lease Liabilities	272	750
Contract Liabilities	1,074	0
Total Current Liabilities	**9,676**	**11,430**
Non-Current Liabilities		
Provisions	9,943	13,079
Lease Liabilities	711	1,115
Total Non-Current Liabilities	**10,654**	**14,194**
Total Liabilities	**20,330**	**25,624**
Net Position	**1,597,064**	**1,540,396**

Annual Plan Progress

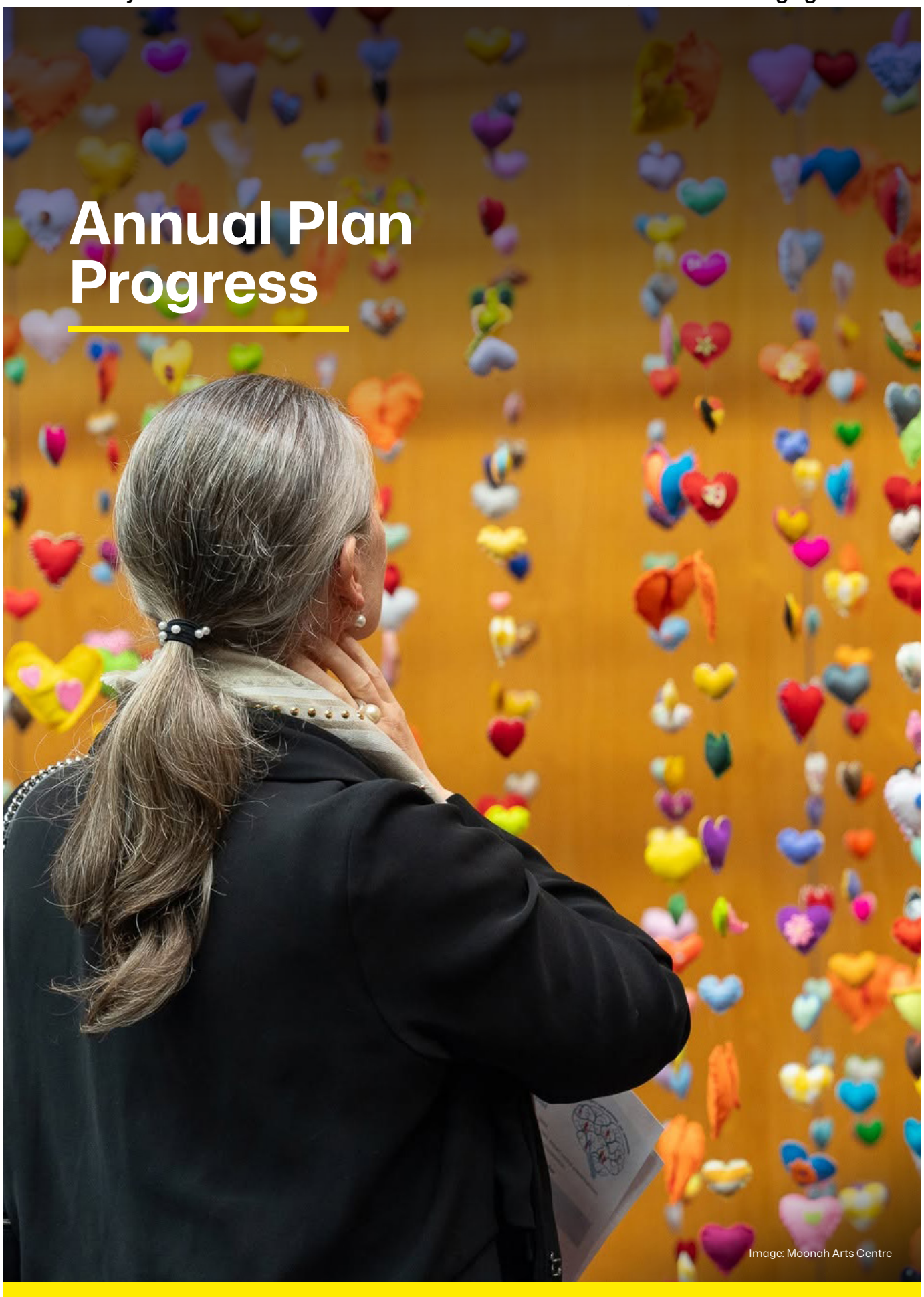


Image: Moonah Arts Centre

GCC Annual Plan Progress

READING THIS REPORT

This section of the Quarter 1 report is organised by Council's community goals, objectives, strategies and Annual Plan actions.

The report outlines progress during the quarter against 58 action items, including nine priority actions **indicated in bold**.

Five status rating icons are used to indicate the progress of each Annual Plan action in the quarter.

Progressing - On Track	Work is progressing as planned and the action is expected to be delivered within approved timeframes and resources.
Progressing - Delayed/Issues	Work is progressing, however delays, issues or external factors have affected delivery and corrective action is required to return the action to plan.
Stopped/Ceased	Work on the action has ceased or been suspended due to significant issues, changed priorities, resource constraints or a decision to stop delivery. The action will not be completed without a decision to recommence or redefine the work.
Complete	The action has been delivered and no further work in the financial year is required to achieve the planned outcome.
Deferred	The action has been strategically postponed to a future financial year and is not scheduled for delivery during the current reporting period.

PROGRESS SUMMARY



56
Progressing - On Track

1
Progressing - Delayed/Issues

0
Stopped/ Ceased

0
Complete

1
Deferred

MAKING LIVES BETTER

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

OBJECTIVE 1.1 WE DELIVER SERVICES TO MEET OUR COMMUNITY'S NEEDS.

Strategy: 1.1.1 Deliver services to our community at defined service levels.

Action:	Lead:	Comment:	Status:
1.1.1.1 Review and update the Moonah Arts Centre Business Plan.	Community and Corporate Services	The review and update of the Moonah Arts Centre Business Plan is scheduled for later in the 2026/27 financial year. In Quarter 1, focus remained on implementing the current Business Plan and monitoring operational performance to inform the review. Preliminary consideration was given to opportunities and challenges arising from service delivery, stakeholder engagement and venue performance. Planning for the formal review will continue over coming quarters to support an updated Business Plan aligned with Council priorities and community needs.	Progressing - On Track
1.1.1.2 Provide quality, sustainable, compliant childcare services.	Community and Corporate Services	Early education and care services performed well during the quarter. Utilisation increased to 35.9 equivalent full time enrolments at Benjafield and 49.2 equivalent full time enrolments at Berriedale, supported by the recruitment and induction of 11 new educators. Child safety training completion increased from 85% to 97%, while quality improvement, compliance, learning programs, family engagement and transition planning continued.	Progressing - On Track
1.1.1.3 Deliver programs to improve opportunities for our young people including the operation of the youth hub.	**Community and Corporate Services**	The Youth Hub delivered 65 after-school drop-in sessions with 3,231 attendances and 31 daytime visits and group bookings involving approximately 211 participants. Additional programs included Creative Spark mentoring, 12 Friendship Hub intergenerational sessions, the Full Gear Motorcycle Program, and community events. A total of 10 partner organisations were involved, including schools, neighbourhood houses and service providers.	Progressing - On Track

Strategy: 1.1.2 Identify and engage with partnerships that provide services effectively to our community.

Action:	Lead:	Comment:	Status:
1.1.2.1 Coordinate grant funded community activities and services.	Community and Corporate Services	Grant funding activity during the quarter included: • Won $500,000 from Department of Education, Children and Young People (DECYP) for Glenorchy Youth Hub daytime operations, first $100,000 received • Won $6,000 for the Intergenerational Friendship Hub • Won $58,000 for the Full Gear Motorbike Program (processing) • Won $148,000 in 26TEN funding	Progressing - On Track

OBJECTIVE 1.2 WE CHAMPION GREATER OPPORTUNITIES FOR OUR COMMUNITY.			
Strategy: 1.2.1 In partnership with others, advocate for and facilitate a welcoming, inclusive, healthy and learning community.			
Action:	**Lead:**	**Comment:**	**Status:**
1.2.1.1 Advocate for key community priorities.	**Executive Office**	The Mayor advanced community priorities through 10 advocacy letters and deputations supporting Council's priority projects, transport improvements, pool redevelopment and Regional Jobs Hub funding. Council also lodged submissions on policy and legislative reviews and contributed to a Regional Jobs Hub submission on the future of Commonwealth employment services to support ongoing funding.	Progressing - On Track
1.2.1.2 Pursue external funding to support and deliver projects included in Council's Priority Projects Prospectus.	**Executive Office**	Council continued to pursue external funding to support projects included in Council's Priority Projects Prospectus. Grant-funded environmental, community and infrastructure projects remained on track, with progress made on existing funding commitments and opportunities to secure further external investment for community priorities.	Progressing - On Track
Strategy: 1.2.2 Work with others to improve access to housing and transport choices for our community.			
Action:	**Lead:**	**Comment:**	**Status:**
1.2.2.1 Support increased housing supply through Council-owned land release.	**Environmental Services**	Three approved Council-owned land disposals to support housing supply progressed. Disposal work included: • Sale agreement for 318 Main Road, Glenorchy, to Homes Tasmania for a large affordable housing development, including a public footpath condition. • Lot 4 Bournville Crescent, Clarement, remains on the market. • The adverse possession claim for 14A Colston Street, Claremont, continued ahead of a proposed long-term lease for ex-service people housing.	Progressing - On Track
1.2.2.2 Participate in the Northern Suburbs Transit Corridor project to support future housing growth, accessibility and connectivity.	**Infrastructure and Development**	Council continued to participate in the Northern Suburbs Transit Corridor project to support future housing growth, accessibility and connectivity. Cumulus was engaged to prepare an Urban Design Framework, and work progressed on the Discussion Paper. Staff met every three weeks to share updates and review work and participated in meetings for the Building Tasmanian Northern Suburbs Rapid Bus Project, including community engagement for the Detailed Business Case from 8 September to 9 October 2026.	Progressing - On Track

PERCENTAGE OF DIRECT COUNCIL OPERATIONAL EXPENDITURE ON PRIORITY COMMUNITY SERVICES COMMUNITY DEVELOPMENT AND WELLBEING PROGRAMS

Program	Targeted Expenditure	Employee Effort	Total Expenditure on Priority Community Services	Program Consumption of Total Expenditure	Annual Budget for Priority Community Services	Percentage of Program Annual Budget Spent
Bushfire Mitigation	$37,887	$74,220	$112,106	2.7%	$640,201	17.5%
Childcare	$35,939	$870,052	$905,990	21.5%	$3,216,521	28.2%
Community Development	$52,368	$148,401	$200,770	4.8%	$1,196,622	16.8%
Community Engagement	$15,025	$94,184	$109,208	2.6%	$677,811	16.1%
Community Recognition	$4,000	$13,607	$17,607	0.4%	$130,883	13.5%
Environment	$34,826	$137,028	$171,854	4.1%	$852,784	20.2%
Glenorchy Jobs Hub	$7,945	$111,334	$119,279	2.8%	$710,000	16.8%
Glenorchy Youth Hub	$14,949	$70,135	$85,084	2.0%	$361,170	23.6%
Moonah Arts Centre	$33,632	$182,910	$216,541	5.1%	$843,802	25.7%
Parks & Recreation	$258,947	$371,567	$630,514	14.9%	$2,674,392	23.6%
Roads & Stormwater	$399,833	$382,418	$782,252	18.5%	$3,691,868	21.2%
Urban Services	$239,656	$407,791	$647,447	15.3%	$2,979,905	21.7%
Vegetation Control	$77,215	$147,612	$224,828	5.3%	$1,186,540	18.9%
Total Direct Expenditure - Priority Community Services	**$1,212,221**	**$3,011,259**	**$4,223,479**	**100%**	**$19,162,499**	**Average 20.3%**



Image: Katya-Rose Brownjohn-Moss

BUILDING IMAGE AND PRIDE

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

OBJECTIVE 2.1 WE WORK FOR A SAFE AND CLEAN CITY.

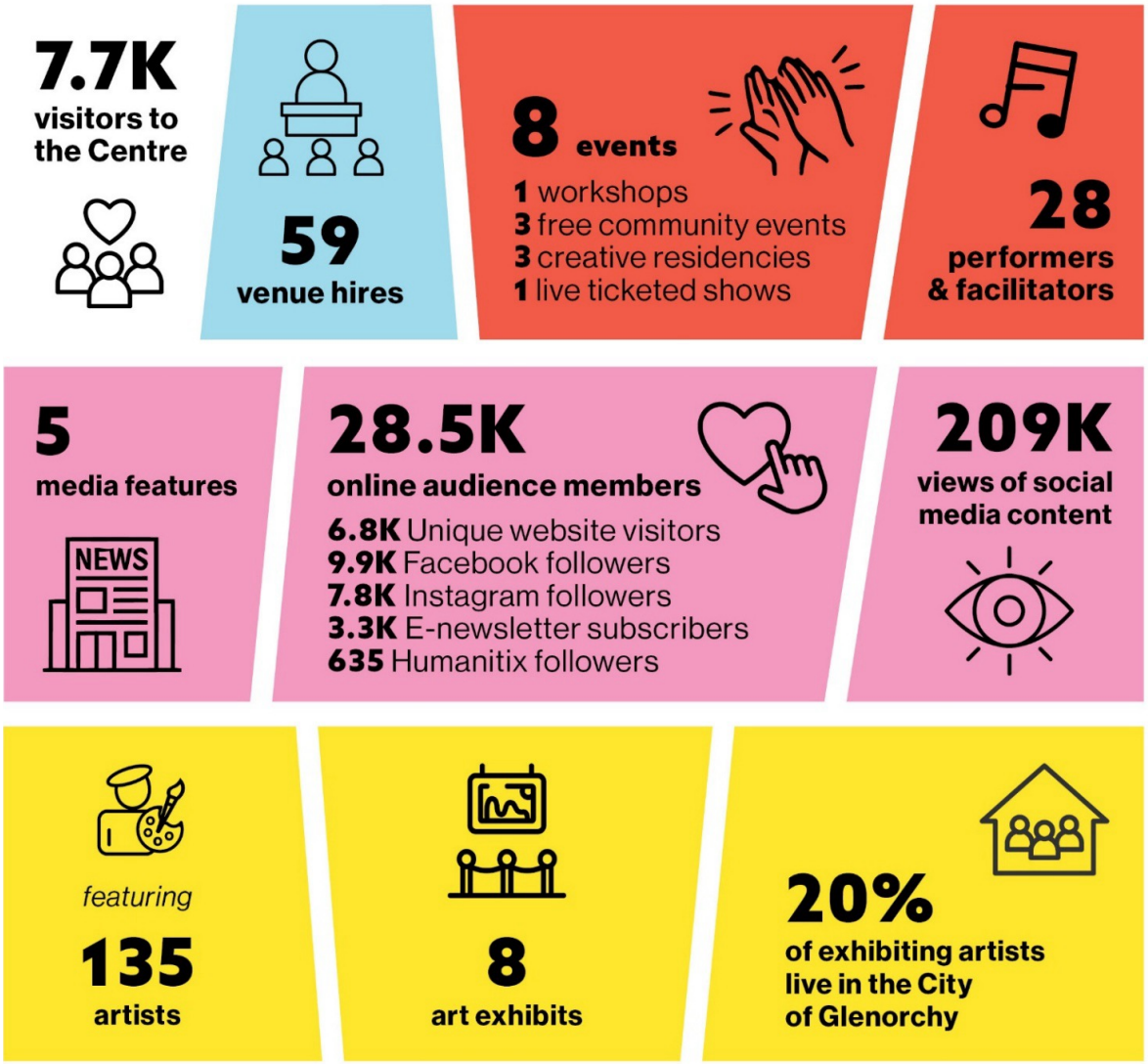
Strategy: 2.1.1 Work proactively with other governments, service providers and the community to improve public safety in our City.

Action:	Lead:	Comment:	Status:
2.1.1.1 Partner with government and community organisations to deliver programs that improve community safety and inclusion.	**Community and Corporate Services**	Council delivered 12 programs and initiatives in partnership with government and community organisations to improve community safety and inclusion. Activities included youth, intergenerational and wellbeing programs, community events, the Safer City Working Group and Dementia Action Week. Partnerships with schools, community organisations and government agencies supported delivery, while community inclusion initiatives progressed through public art, accessibility and community participation projects.	Progressing - On Track

Strategy: 2.1.2 Maintain our roads, footpaths, trails, parks, playgrounds, open spaces, stormwater and building assets so they are functional, safe, and clean.

Action:	Lead:	Comment:	Status:
2.1.2.1 Maintain the City's infrastructure within defined service levels so that it is in good condition for our community.	Infrastructure and Development	The Work Centre transitioned to TechOne EAM Lite on 1 July 2026, changing how maintenance is captured and reported. As implementation and training continue, Quarter 1 figures remain indicative and largely request-based. Reporting accuracy and completeness are expected to improve as staff proficiency increases. Asset maintenance and cleaner public spaces continued to be prioritised. Positive feedback, including from a Moonah business owner, indicated that efforts are improving the city's presentation and delivering tangible community benefits.	Progressing - On Track

OBJECTIVE 2.2 WE NURTURE AND CELEBRATE OUR PROUD CITY WITH ITS STRONG SENSE OF BELONGING.			
Strategy: 2.2.1 Encourage creative expression and participation in our community.			
Action:	**Lead:**	**Comment:**	**Status:**
2.2.1.1 Plan, promote, and present an annual program of arts and cultural exhibitions, workshops, concerts and events for our diverse community.	Community and Corporate Services	Quarter 1 featured a diverse program of exhibitions and live music at Moonah Arts Centre, supporting community participation in arts and culture. Highlights included *SEEING THE UNSEEN* and RANT Arts' *Minds Do Matter*, which featured 99 artists from across Tasmania.	Progressing - On Track



Strategy: 2.2.1 Encourage creative expression and participation in our community.			
Action:	**Lead:**	**Comment:**	**Status:**
2.2.1.2 Deliver murals that activate key public spaces and reflect Glenorchy's identity, diversity and sense of place.	Community and Corporate Services	The Inclusive City Officer progressed the Glenorchy Pool Mural Project in Quarter 1 by establishing a project team, completing artist engagement and finalising mural layouts. Installation works commenced, and Council collaborated with Metro to deliver artwork at the Claremont bus shelter. Two murals were delivered and completed, supporting Council's public art objectives and enhancing key public spaces.	Progressing - On Track

Strategy: 2.2.2 Welcome diversity and inclusion in our community, creating connections that enable a sense of belonging and acceptance.			
Action:	**Lead:**	**Comment:**	**Status:**
2.2.2.1 Continue to deliver the Reconciliation Action Plan to strengthen relationships with and opportunities for Aboriginal and Torres Strait Islander peoples including staff and community cultural safety.	Community and Corporate Services	Council officers met with Karadi to discuss incorporating culturally safe artwork in the Youth Hub as well as a Welcome Wall. Meetings were held with Karadi to discuss making the Youth Hub and Council a culturally safe place.	Progressing - On Track
2.2.2.2 Develop a Glenorchy brand to build confidence in the City's strengths and advantages.	Executive Office	Scheduled to commence in Quarter 3 and Quarter 4 as outlined in Action 26 of *Prosperous Glenorchy 2031*.	Progressing - On Track

Strategy: 2.2.3 Deliver or facilitate events to strengthen our community's sense of pride and belonging.			
Action:	**Lead:**	**Comment:**	**Status:**
2.2.3.1 Plan and support the delivery of civic events and awards programs.	Executive Office	Council welcomed 225 new citizens at three citizenship ceremonies during the quarter. Representing a diverse range of countries and regions, our newest citizens celebrated this important milestone alongside hundreds of family members, friends and special guests.	Progressing - On Track

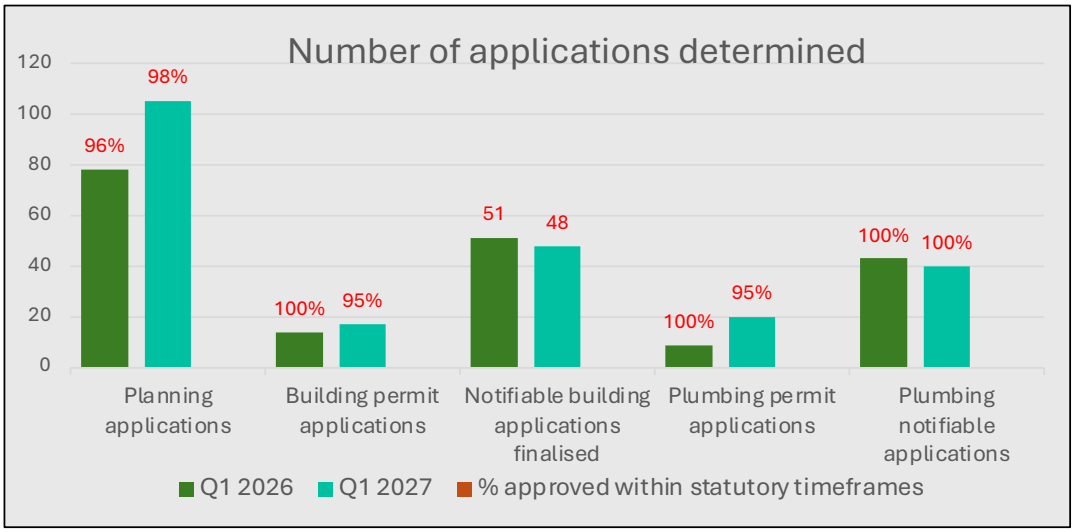
OPEN FOR BUSINESS

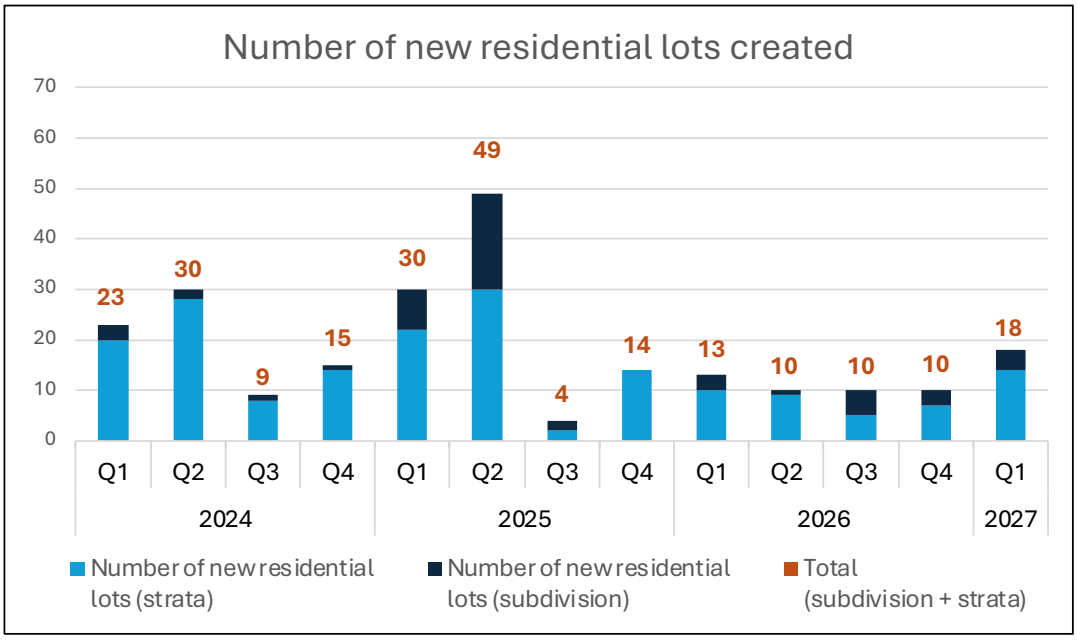
We will create a strong economy and jobs for the future. We will encourage business diversity, innovation and new technologies to stimulate jobs, creativity and collaboration. We will be a place where business can establish, continue and flourish.

OBJECTIVE 3.1 WE VALUE OUR COMMUNITY BY DELIVERING POSITIVE EXPERIENCES.			
Strategy: 3.1.1 Build and maintain relationships with government and the private sector that creates job opportunities and help our City to prosper.			
Action:	**Lead:**	**Comment:**	**Status:**
3.1.1.1 Deliver and action the *Prosperous Glenorchy* economic development plan.	Executive Office	No actions were formally completed at this early stage of implementation. All actions scheduled for commencement are progressing as planned, with preparatory work and delivery activities underway across each responsible business unit. All outdated legacy plans have been rescinded or archived.	Progressing - On Track
Strategy 3.1.2 Work constructively with the development sector and the community to enable acceptable development opportunities.			
Action:	**Lead:**	**Comment:**	**Status:**
3.1.2.1 Work constructively with the development sector to assess planning permit applications against the Tasmanian Planning Scheme to enable acceptable development opportunities.	**Infrastructure and Development**	The number of new residential lots created increased in Quarter 1, with 18 lots created compared with 10 in the previous quarter. This comprised 14 strata lots and four subdivision lots. While activity remains below the higher levels recorded in early 2025, the latest quarter represents an uplift, driven primarily by an increase in strata development. Dwelling completion activity increased with 66 completions issued compared with 55 in the previous quarter. The number of dwelling occupancies issued remained relatively steady, decreasing slightly from 40 to 38. Overall, the figures indicate stronger completion activity during the quarter, while occupancy numbers remained broadly consistent with recent reporting periods.	Progressing - On Track

Strategy 3.1.2 Work constructively with the development sector and the community to enable acceptable development opportunities.

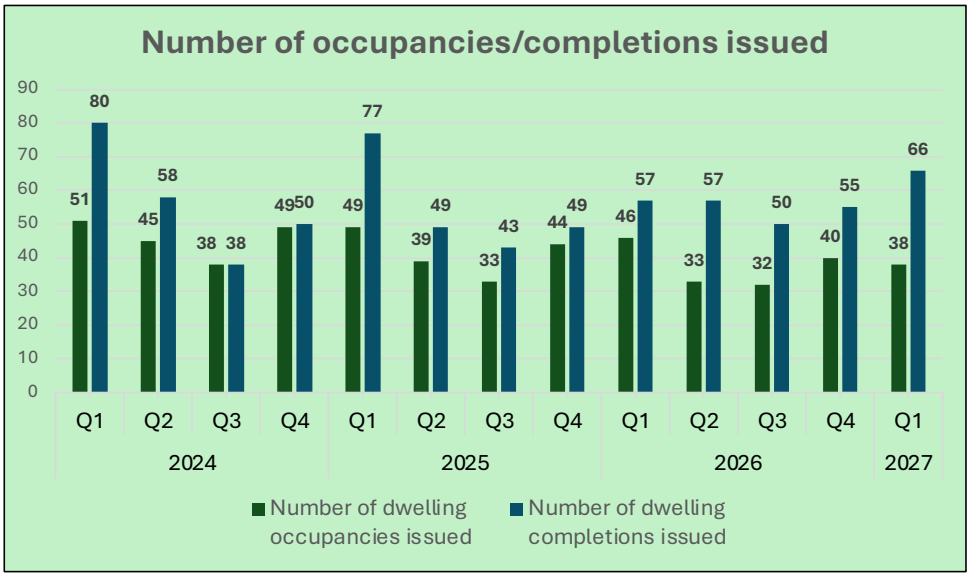
Action: 3.1.2.1 continued.





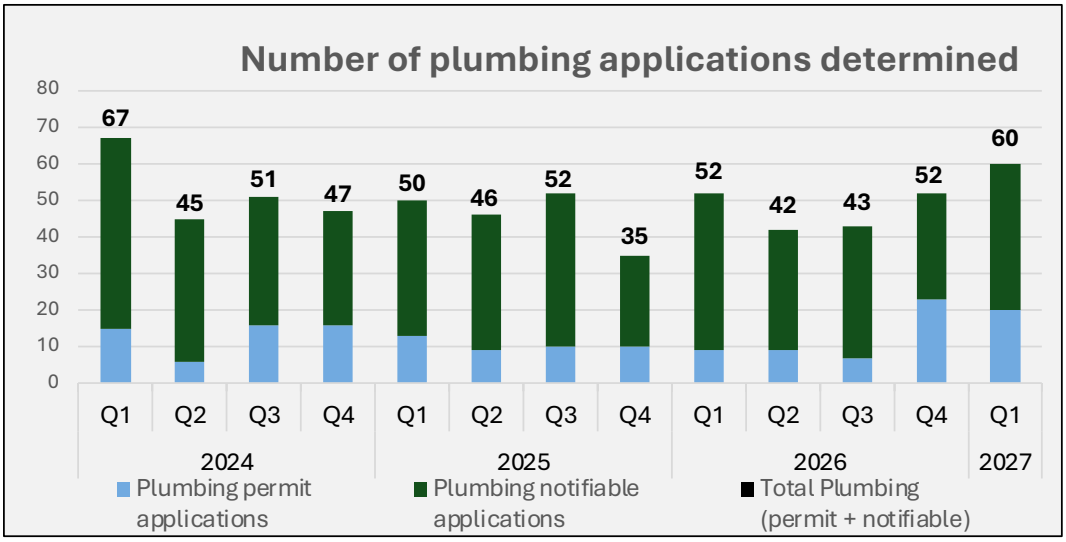
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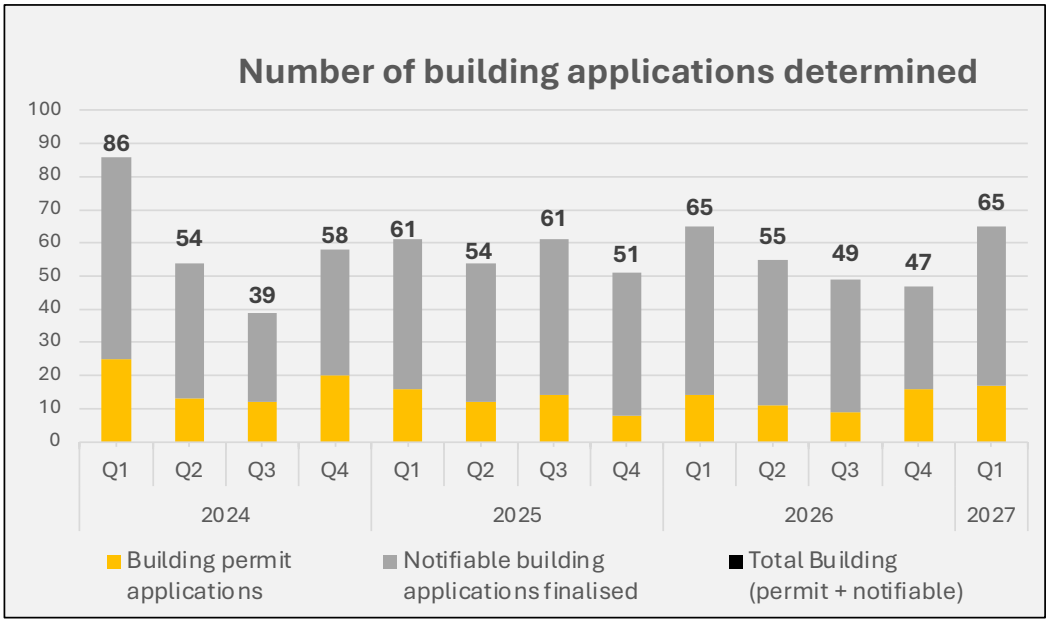
Action: 3.1.2.1 continued.





Strategy: 3.1.2 Work constructively with the development sector and the community to enable acceptable development opportunities.			
Action:	**Lead:**	**Comment:**	**Status:**
3.1.2.2 Assess building and plumbing applications against the National Construction Code, working constructively with parties through the process.	Infrastructure and Development	Building and plumbing activity increased overall in Quarter 1 2027, largely driven by notifiable building and plumbing works. Notifiable building works rose from 31 to 48, while notifiable plumbing works increased from 29 to 40. This represents a return to levels more consistent with those recorded earlier in 2026.	Progressing - On Track





Strategy: 3.1.3 Provide a high standard of customer service and continuous improvement by investing in our people, systems and processes.			
Action:	**Lead:**	**Comment:**	**Status:**
3.1.3.1 Provide a high standard of customer service by meeting or exceeding service levels in our Customer Service Charter.	Community and Corporate Services	Customer service performance exceeded or met all reported service levels. • Customer satisfaction remained above 75%. • Calls were answered within 60 seconds with an average response time of 37 seconds. • 91% of front counter visits were completed within five minutes. • Call back requests and complaints were completed above the 50% service level target. • 12,988 customers were served.	Progressing - On Track
OBJECTIVE 3.2 WE ENCOURAGE RESPONSIBLE GROWTH FOR OUR CITY.			
Strategy: 3.2.1 Maintain a progressive approach that encourages investment and jobs.			
Action:	**Lead:**	**Comment:**	**Status:**
3.2.1.1 Advocate for continued funding of, and operate the Glenorchy Jobs Hub to connect local people with local jobs and assist local industry and business to meet current and future workforce needs.	Executive Office	The Glenorchy Jobs Hub recorded 31 employment outcomes, including 16 casual, 5 part-time and 10 full-time placements. Employment outcomes increased from 10 placements in July to 12 in September, while supporting 95 new registrations. Council also undertook significant advocacy for ongoing Regional Jobs Hub Network funding beyond September 2027 through coordinated engagement with Federal and State decision-makers and by showcasing the Hub's impact.	Progressing - On Track
3.2.1.2 Review Glenorchy's industrial land supply.	Infrastructure and Development	An internal review of industrial land was initiated, with the aim of monitoring and reviewing the availability of industrial land within the municipality.	Progressing - On Track
Strategy: 3.2.2 Plan for the orderly future growth of our City, including opportunities for more housing and improvements in transport.			
Action:	**Lead:**	**Comment:**	**Status:**
3.2.2.1 Identify and progress amendments required to Glenorchy's planning scheme to facilitate growth.	Infrastructure and Development	No Council-led planning scheme amendments aiming to increase residential capacity were prepared this quarter. Work on the Granton Structure Plan is well underway and likely to be ready for public consultation in Quarter 2. This is a prerequisite for a formal amendment to be prepared.	Progressing - On Track
3.2.2.2 Progress priority actions from the Glenorchy Parking Strategy (2017–2027), including parking permit and Council-owned parking management	Infrastructure and Development	Other strategic priorities have taken precedence over this action. Given constraints in specialist technical resources, delivery is unlikely until late Quarter 4 2026/27 and is expected to be deferred to 2027/28.	Progressing - Delayed/ Issues

LEADING OUR COMMUNITY

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

OBJECTIVE 4.1 WE ARE A LEADER AND PARTNER THAT ACTS WITH INTEGRITY AND UPHOLDS OUR COMMUNITY'S BEST INTERESTS.

Strategy 4.1.1 Listen to our community to understand their needs and priorities.

Action:	Lead:	Comment:	Status:
4.1.1.1 Actively listen to and include feedback from all members of our community in our decision-making.	Executive Office	Council completed 18 community engagement activities in Quarter 1, including pop-up engagements, workshops, information sessions and project consultations. Approximately 1,145 community members participated across Glenorchy. Let's Talk, Glenorchy grew from 1,796 to 1,818 registered users and recorded approximately 5,643 visits. Engagement insights showed participation was strongest when activities focused on local places, experiences and outcomes, with 196 responses to the Main Road Moonah Parklet Trial and 215 responses to the First Splash competition.	Progressing - On Track
4.1.1.2 Assist people in financial hardship by reviewing applications in a timely and sensitive manner.	Community and Corporate Services	Council received five new financial hardship applications, making a total of eight active hardship programs in place.	Progressing - On Track

Strategy 4.1.2 Communicate effectively with our community and stakeholders about what Council is doing.

Action:	Lead:	Comment:	Status:
4.1.2.1 Keep the community up to date about what Council is doing and the decisions that are being made.	Executive Office	Council's social media audience exceeded 11,000 followers and generated more than 1.55 million views and 13,264 interactions. The website attracted approximately 53,000 active users, including more than 50,000 new users. Traditional media activity included four media statements, two media alerts and regular media coverage. The Glenorchy Gazette published an average of eight Council-related articles per month, while the Mayor maintained a regular presence on ABC and commercial radio.	Progressing - On Track
4.1.2.2 Review and update the Media and Communications Plan 2024-26.	Executive Office	Review and renewal of the Media and Communications Plan is scheduled for Quarters 3 and 4, following the election and swearing-in of the new Elected Members.	Progressing - On Track

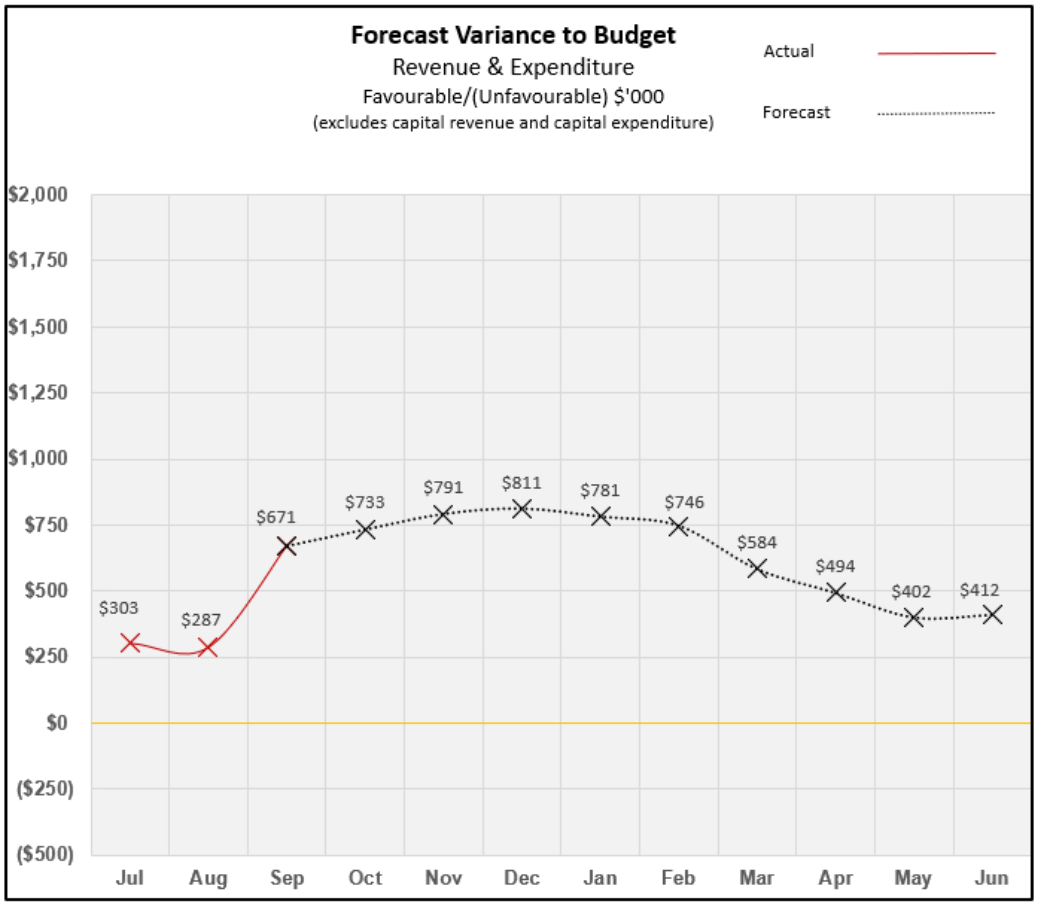
Strategy 4.1.3 Champion and work together to address our community's needs and priorities.			
Action:	**Lead:**	**Comment:**	**Status:**
4.1.3.1 Align Council's services and partnerships around shared community priorities to ensure a coordinated response to local needs.	Community and Corporate Services	Council maintained 17 strategic partnerships and peak body engagements that supported community safety, inclusion, youth development and wellbeing initiatives. Key activities included the Friendship Hub Intergenerational Program, Youth Hub programs and school partnerships, the Safer City Working Group, R U OK? Day activities, Dementia Action Week, community safety initiatives with Tasmania Police, and support services delivered through community and government partners.	Progressing - On Track
Strategy 4.1.4 Make informed decisions that are open and transparent and in the best interests of our community.			
Action:	**Lead:**	**Comment:**	**Status:**
4.1.4.1 Ensure high quality Officer Council reports, agendas and minutes to assist Elected Member decision-making.	Executive Office	Elected Members made 71 decisions, with 44% made at Open Council Meetings. All agendas and minutes were developed and released within statutory timeframes.	Progressing - On Track
Strategy 4.1.5 Build and maintain productive relationships with all levels of government, other councils and peak bodies to achieve community outcomes.			
Action:	**Lead:**	**Comment:**	**Status:**
4.1.5.1 Participate in intercouncil and intergovernmental committees, groups, and associations to advocate for the interests of the Glenorchy and wider southern Tasmanian community.	Executive Office	Senior leaders participated in a range of inter-council and intergovernmental committees, groups and associations to ensure the interests of Glenorchy are well represented. These activities included participation in: • Greater Hobart Council Partnership • Northern Suburbs Transit Corridor Steering Committee • River Derwent Ferry Steering Committee • Glenorchy Sports Centre Steering Committee • Local Government Association of Tasmania • TasWaste South Local Government Forum • TasWaste South Officers & Representative Network.	Progressing - On Track

Strategy 4.1.6 Ensure our City is well planned and prepared to minimise the impact of emergency events and is resilient in responding to and recovering from them.			
Action:	**Lead:**	**Comment:**	**Status:**
4.1.6.1 Implement the Bushfire Mitigation program to manage the risk of bushfire.	Infrastructure and Development	Quarter 1 focused on planning and preparing future bushfire mitigation works, as winter conditions are not suitable for prescribed burning. Burns at Limekiln Gully and Humphreys Rivulet were rescheduled by the Tasmania Fire Service (TFS) for Autumn 2027. Council maintained approximately 45 km of fire trails through inspections, drainage and culvert maintenance, and post-wind clearing of fallen trees. Collaboration continued with the TFS, City of Hobart and Wellington Park Management Trust. Forecasts indicated a high likelihood of a strong El Niño and a positive Indian Ocean Dipole. This expected to increase temperatures, reduce rainfall and potentially bring an earlier start to the bushfire season in south-eastern Tasmania. Pre-season works were scheduled accordingly in response.	Progressing - On Track

OBJECTIVE 4.2 WE RESPONSIBLY MANAGE OUR COMMUNITY'S RESOURCES TO DELIVER WHAT MATTERS MOST.			
Strategy 4.2.1 Manage the city's assets responsibly for the long-term benefit and growth of the community.			
Action:	**Lead:**	**Comment:**	**Status:**
4.2.1.1 Maintain and upgrade stormwater infrastructure with priority on reducing flood risk.	Infrastructure and Development	Another stage of the Little John Creek flood mitigation project was completed, with the stormwater transition chamber near the cycleway modified following extensive hydraulic modelling. Most works are now complete. Procurement for the Redlands Drive sediment basin is progressing, including replacement of a TasWater bulk main section. Abbotsfield Road and Hanlon Road stormwater diversion works are expected to be completed by Quarter 2.	Progressing - On Track
4.2.1.2 Manage the City's property, parks and recreation facilities for the long term benefit of the community through effective asset management.	Environmental Services	Capital works program on track for Quarter 1.	Progressing - On Track

Strategy 4.2.2 Deploy the Council's resources effectively to deliver value while being financially responsible.			
Action:	**Lead:**	**Comment:**	**Status:**
4.2.2.1 Produce and monitor the Annual Budget in line with the long term financial management plan.	Community and Corporate Services	The Tasmanian Audit Office issued a clean audit opinion of Council's 2025/26 Annual Financial Report. Council considered two monthly and one quarterly Financial Performance Reports. Cash flow ratio is within the Tasmanian Audit Office preferred range of three to six months.	Progressing - On Track

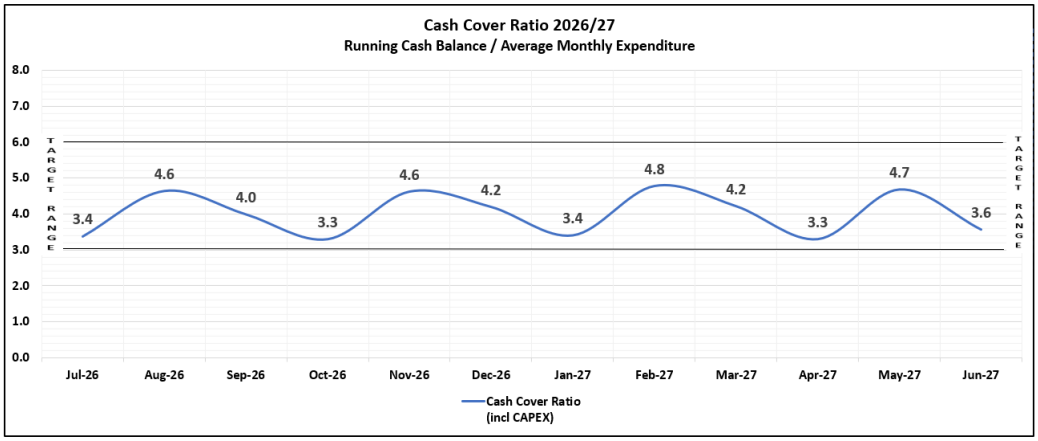
FINANCIAL PERFORMANCE AGAINST BUDGET REPORTED MONTHLY, QUARTERLY AND ANNUALLY



Strategy 4.2.2 Deploy the Council's resources effectively to deliver value while being financially responsible.

Action 4.2.2.1 continued.

CASH COVER RATIO IN MONTHS

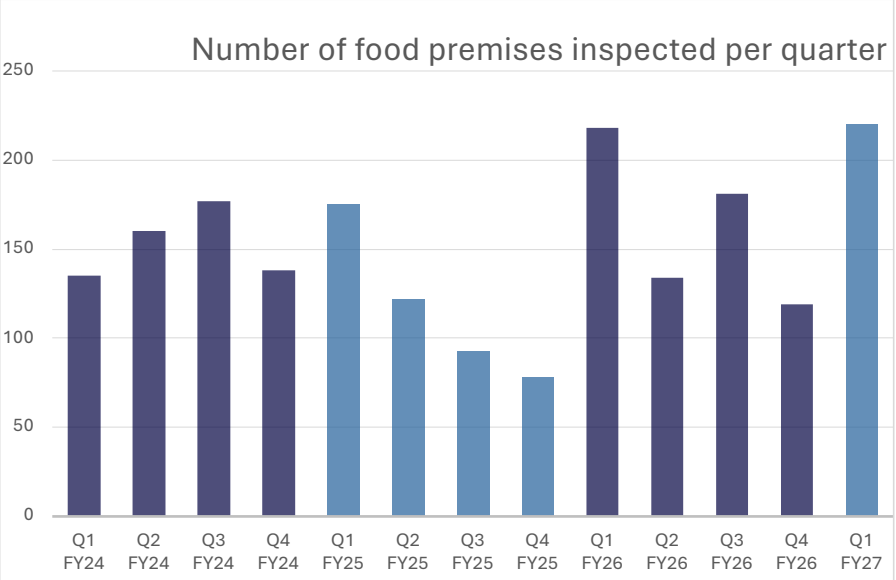


4.2.2.2 Prepare Council's Annual Plan and monitor the progress of actions.	Executive Office	Annual Plan actions were monitored via the reporting system for presentation to the Elected Members and community at end of Quarter 4.	Progressing - On Track

Strategy 4.2.3 Manage compliance and risk in Council and the community through effective systems and processes.

Action:	Lead:	Comment:	Status:
4.2.3.1 Actively manage Council's strategic risks within their agreed risk appetites and provide regular status reports.	Community and Corporate Services	Two risks are over the appetite: • Data breach: » All practical measures to prevent harm are in place, but the risk remains high due to the dynamic nature of third party attacks. • WHS: » Due to the low risk appetite for injury. Council's incident statistics are currently low and active measures to control WHS risk are in place.	Progressing - On Track

Strategy 4.2.3 Manage compliance and risk in Council and the community through effective systems and processes.			
Action:	**Lead:**	**Comment:**	**Status:**
4.2.3.3 Develop an information management plan.	Community and Corporate Services	Development of Council's information management framework progressed through completion of the revised Information Management Policy. The policy establishes governance, roles, responsibilities and principles for managing Council information in line with legislative requirements.	Progressing - On Track
4.2.3.4 Undertake property inspections to address possible fire abatement risks.	Environmental Services	Council proactively contacted 293 property owners where fire risks had previously been identified, encouraging them to undertake early vegetation management. Early intervention encourages voluntary compliance and reduces the overall level of fire risk before formal inspections commence.	Progressing - On Track
4.2.3.5 Assist businesses to comply with public health requirements.	Environmental Services	220 food premises inspections (including reinspections) were conducted. The Environmental Health Services team also responded to at least 98 customer requests. Two Improvement Notices were issued for various issues under the Food Standards Code and the Food Act 2003.	Progressing - On Track



Strategy 4.2.3 Manage compliance and risk in Council and the community through effective systems and processes.			
Action:	**Lead:**	**Comment:**	**Status:**
4.2.3.6 Manage compliance with parking regulations.	Environmental Services	Council Officers completed 2,010 parking patrols in Quarter 1 and issued 1,334 infringements in accordance with the Road Rules 2019. Enforcement activities included 657 patrols of sensor-controlled parking areas and 611 patrols of time-restricted parking zones. Activity focused on the Glenorchy and Moonah CBDs, safety-related offences and responding to customer requests. Officers completed 138 days of parking enforcement activity.	Progressing - On Track
4.2.3.7 Assist residents to comply with animal management requirements.	Environmental Services	At the end of Quarter 1, 5,832 dogs were registered with Council. Council issued 21 infringements for non-compliance with the Dog Control Act 2000, primarily relating to unregistered dogs. Council's annual dog registration audit also commenced, with follow-up activities and direct contact with owners aimed at encouraging compliance before further enforcement action is required.	Progressing - On Track

Strategy 4.2.4 Be a healthy, proactive and forward-looking organisation with a strong safety culture and a skilled and adaptable workforce.			
Action:	**Lead:**	**Comment:**	**Status:**
4.2.4.1 Support staff to deliver services in a safe workplace through the Work Health and Safety Framework.	Community and Corporate Services	Compensation claims were generally above 20, despite low numbers of physical injuries measured as WHS incidents. All action items were completed.	Progressing - On Track



Strategy 4.2.4 Be a healthy, proactive and forward-looking organisation with a strong safety culture and a skilled and adaptable workforce.			
Action:	**Lead:**	**Comment:**	**Status:**
4.2.4.2 Review and implement the Workforce Development Framework to support staff to continuously improve service delivery.	Community and Corporate Services	Quarter 1 focused on strengthening learning and development compliance, leadership capability and workforce development systems. The Training Matrix review, Training Needs Analysis and TechOne CiA User Acceptance Testing progressed, supporting improved training governance, compliance reporting and workforce capability planning. Training participation included 181 employees in mandatory training, 18 leaders in the SCALA leadership program, 49 leaders in psychosocial leadership training, five employees in de-escalation training and 15 employees in a team building workshop. Mandatory training delivered: • First Aid and CPR • Work Safely at Heights • Eucalypt Identification Course • Silica Awareness Training • Warden and Chief Warden Training • Traffic Management – Combined TC1 and TMI1 • Manual Handling • AHCSS00074 Agricultural Chemical Skill Set • RIIMPO316E – Conduct self-propelled compactor operations.	Progressing - On Track
4.2.4.3 Deliver Council's core technology project to enhance customer and user experience and productivity.	Community and Corporate Services	Council's core technology program progressed during Q1 through continued delivery of Project Phoenix and related digital transformation initiatives. Key activities included progressing ERP implementation planning and delivery, advancing information management and cyber security uplift initiatives, and continuing improvements to Council's Microsoft 365 environment to enhance productivity, collaboration and governance capabilities across the organisation.	Progressing - On Track

VALUING OUR ENVIRONMENT

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

OBJECTIVE 5.1 WE PROTECT AND MANAGE OUR CITY'S NATURAL ENVIRONMENT AND SPECIAL PLACES NOW AND FOR THE FUTURE.

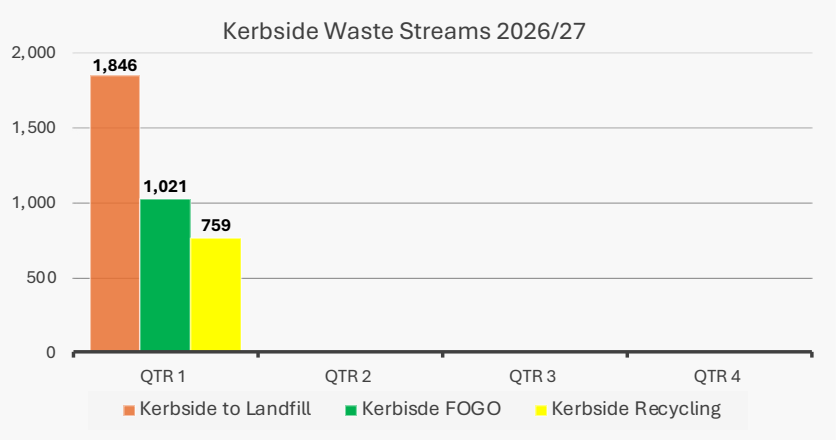
Strategy 5.1.1 Identify and protect our natural values and special places including Wellington Park and River Derwent foreshore.

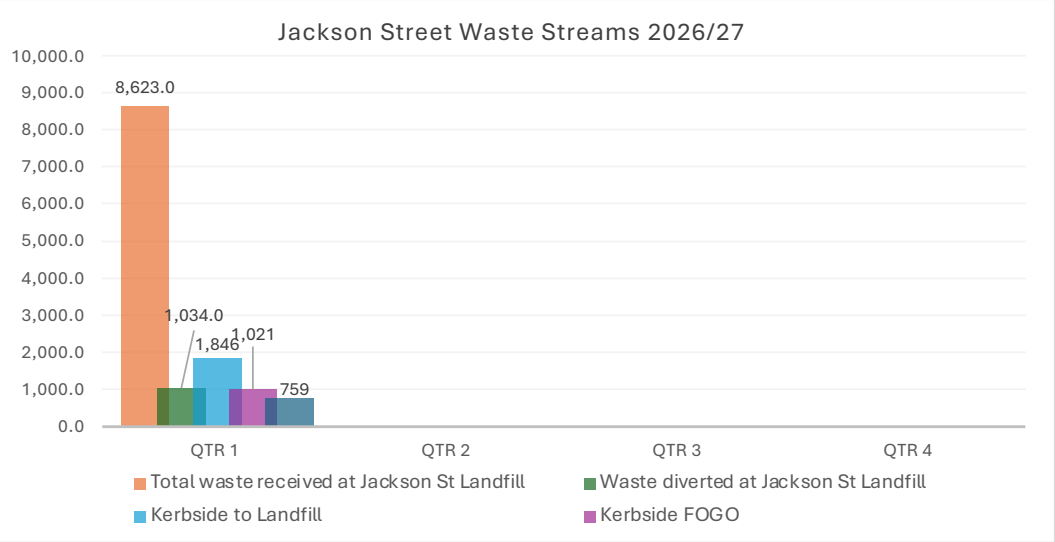
Action:	Lead:	Comment:	Status:
5.1.1.1 Participate in the Derwent Estuary Program by undertaking water quality monitoring, reporting, and participating in environmental projects.	Environmental Services	Quarter 1 preparations progressed for the Derwent Estuary Program's recreational water quality monitoring program, which will run from December 2026 to 31 March 2027. No changes are proposed to the sampling locations at Windermere Beach and Elwick Bay. Council continued to support environmental health services through public and school-based immunisation clinics and a resource-sharing arrangement with Brighton Council.	Progressing - On Track

5.1.2 Encourage access to and appreciation of natural areas.

Action:	Lead:	Comment:	Status:
5.1.2.1 Support stewardship of our natural environment through education programs and volunteer events in natural reserves.	Environmental Services	Council supported 47 Natural Area Engagement Events (i.e. Bushcare or Landcare) in Quarter 1.	Progressing - On Track
5.1.2.2 Progress the multi-year Humphreys Rivulet Rehabilitation project in accordance with Australian Government grant deed.	**Environmental Services**	The project is progressing on track in accordance with grant deed program. On ground works are scheduled to commence in Quarter 2.	Progressing - On Track

5.1.3 Manage waste responsibility and innovate to reduce waste to landfill.			
Action:	**Lead:**	**Comment:**	**Status:**
5.1.3.1 Implement the Waste Management Strategy to reduce waste to landfill.	Environmental Services	Quarter 1 waste management activities supported implementation of the Waste and Resource Recovery Strategy. A total of 8,623 tonnes of waste was sent to landfill, while 1,034 tonnes was diverted. Kerbside collections diverted an additional 1,023 tonnes of FOGO material and collected a further 759 tonnes of recycling.	Progressing - On Track





5.1.4 Work to reduce our resource use and carbon emissions and prepare the City for the impacts of a change climate.			
Action:	**Lead:**	**Comment:**	**Status:**
5.1.4.1 Implement and report on the climate change mitigation action plan.	Environmental Services	Activities progressed several actions within Council's Climate Change Mitigation Action Plan. Key activities included: • Native tree and plantings at Chapel St Dog Park • Updated and promoted Home Energy Audit Toolkits • Continued operation of Chigwell Community Garden • Progressed the Grow it Local program launch • Delivered a recycling education session • Continued biochar activities • Maintained the chambers public recycling wall	Progressing - On Track

OBJECTIVE 5.2 WE IMPROVE THE QUALITY OF OUR URBAN AND RURAL AREAS AS PLACES TO LIVE, WORK AND PLAY.			
Strategy 5.2.1 Make our city more liveable by providing and upgrading public spaces and facilities for people to come together.			
Action:	**Lead:**	**Comment:**	**Status:**
5.2.1.1 Implement the Public Toilet Strategy.	Environmental Services	The Roseneath Reserve Toilet project was deferred to the next financial year following a reprioritisation of the capital program. Design work has been completed and the project will resume in the next financial year, supporting future delivery under the Public Toilet Strategy.	Deferred
5.2.1.2 Progress Council's Playground Strategy and complete the destination playground at Tolosa Park.	**Environmental Services**	Project designs were completed and tender awarded. Construction is planned for Quarter 3 and 4.	Progressing - On Track
5.2.2 Make our city more liveable by investing in our City's infrastructure.			
Action:	**Lead:**	**Comment:**	**Status:**
5.2.2.1 Deliver the capital works program to renew and upgrade Council infrastructure.	Infrastructure and Development	Council's Capital Works Program has an annual budget of $18.66 million, excluding $2.45 million in major grant-funded projects that are not aligned with an annual delivery timeframe. Quarter 1 expenditure was on track with forecast (100% vs forecast). Council anticipates completing most planned road, footpath, bridge, stormwater and property renewal and upgrade works this financial year.	Progressing - On Track

5.2.2 Make our city more liveable by investing in our City's infrastructure.			
Action:	**Lead:**	**Comment:**	**Status:**
5.2.2.2 Deliver Council's Strategic Asset Management Plan.	Infrastructure and Development	Almost all improvement actions identified in Council's Strategic Asset Management Plan have been completed, with one action remaining. Development of business manuals for major asset classes is approximately 80% complete. This work remains in progress due to the replacement of the Asset Management Information System.	Progressing - On Track

5.2.2 Make our city more liveable by investing in our City's infrastructure.			
Action:	**Lead:**	**Comment:**	**Status:**
5.2.2.3 Deliver the Main Road Glenorchy footpath upgrade between Gavitt Street and Windsor Street to improve safety, accessibility and amenity.	Infrastructure and Development	Procurement work was completed and a contractor was engaged. Construction work will commence in Quarter 2.	Progressing - On Track

5.2.3 Improve our parks and public spaces for the wellbeing and enjoyment of our community.			
Action:	**Lead:**	**Comment:**	**Status:**
5.2.3.1 Provide a network of shared paths, footpaths and trails that is safe and provides access to people of all abilities.	Infrastructure and Development	Stage 3 of the Main Road, Granton shared path, the final extension to the Bridgewater Bridge, is progressing. Design works progressed and will be finalised in Quarter 2, with procurement and construction expected to commence in Quarter 3. The project is expected to be completed in 27/28.	Progressing - On Track

5.2.4 Working proactively with providers, manage the City's transport infrastructure sustainably to secure accessible, safe and reliable transport options for everyone.			
Action:	**Lead:**	**Comment:**	**Status:**
5.2.4.1 Provide road network infrastructure that supports alternative transport modes and meets the needs of the community.	Infrastructure and Development	Detailed at action 5.2.3.1. The the Main Road, Granton shared path, the final extension to the Bridgewater Bridge is the primary project addressing action 5.2.4.1 also.	Progressing - On Track
5.2.4.2 Review Urban Road Network to prioritise blackspot funding addressing identified safety issues.	Infrastructure and Development	Three Black Spot projects are scheduled for completion this financial year: Euston Street pedestrian crossing improvements, a raised pavement on Renfrew Circle at Havelock Avenue, and high-friction seal application at Second Avenue. They are progressing as expected for Quarter 1.	Progressing - On Track



Image: Kelvin Ball

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GCC Annual Plan Measures 2026/27 - Progress												
Community Goals	Objectives	Strategies	Actions	Lead	Responsible Officer	Outcomes	Deliverables	Measures	Q1 Status	Q2 Status	Q3 Status	Q4 Status
Making lives better	1.1 We deliver services to meet our community's needs.	1.1.1 Deliver services to our community at defined service levels.	1.1.1.1 Review and update the Moonah Arts Centre Business Plan.	Community and Corporate Services	Manager Community	Services delivered meet community needs	Services delivered by council	Progress on the review and update of the Moonah Arts Centre Business Plan	Progressing - On Track			
Making lives better	1.1 We deliver services to meet our community's needs.	1.1.1 Deliver services to our community at defined service levels.	1.1.1.2 Provide quality, sustainable, compliant childcare services.	Community and Corporate Services	Manager Community	Services delivered meet community needs	Services delivered by council	Percentage of direct Council operational expenditure on priority community services community development and wellbeing programs	Progressing - On Track			
Making lives better	**1.1 We deliver services to meet our community's needs.**	**1.1.1 Deliver services to our community at defined service levels.**	**1.1.1.3 Deliver programs to improve opportunities for our young people including the operation of the Youth Hub.**	**Community and Corporate Services**	**Manager Community**	**Services delivered meet community needs**	**Services delivered by council**	**Number of programs developed and run** **Number and variety of partner organisations**	Progressing - On Track			
Making lives better	1.1 We deliver services to meet our community's needs.	1.1.2 Identify and engage with partnerships that provide services effectively to our community.	1.1.2.1 Coordinate grant funded community activities and services.	Community and Corporate Services	Manager Community	Services delivered meet community needs	Services delivered with partners	Number, type, and net value of grants sought and won Number of community members receiving services through Council partners	Progressing - On Track			
Making lives better	**1.2 We champion greater opportunities for our community.**	**1.2.1 In partnership with others, advocate for and facilitate a welcoming, inclusive, healthy and learning community.**	**1.2.1.1 Advocate for key community priorities.**	**Executive Office**	**Manager Stakeholder and Executive**	**Advocate for important community issues**	**Advocacy undertaken**	**Amount of advocacy undertaken on community priorities including:** **• Number of mayoral advocacy letters and deputations** **• Number of Council submissions on policy and legislative review**	Progressing - On Track			
Making lives better	**1.2 We champion greater opportunities for our community.**	**1.2.1 In partnership with others, advocate for and facilitate a welcoming, inclusive, healthy and learning community.**	**1.2.1.2 Pursue external funding to support and deliver projects included in Council's Priority Projects Prospectus.**	**Executive Office**	**Manager Stakeholder and Executive**	**Advocate for important community issues**	**Advocacy undertaken**	**Number, type, and net value of grants sought and won**	Progressing - On Track			
Making lives better	**1.2 We champion greater opportunities for our community.**	**1.2.2 Work with others to improve access to housing and transport choices for our community.**	**1.2.2.1 Support increased housing supply through Council-owned land release.**	**Environmental Services**	**Manager Property**	**Work with others to improve access to housing for our community**	**Support increased housing supply**	**Progress of Council-owned land release initiatives for housing development and social housing purposes**	Progressing - On Track			
Making lives better	**1.2 We champion greater opportunities for our community.**	**1.2.2 Work with others to improve access to housing and transport choices for our community.**	**1.2.2.2 Participate in the Northern Suburbs Transit Corridor project to support future housing growth, accessibility and connectivity.**	**Infrastructure and Development**	**Manager Development**	**Work with others to improve access to housing for our community**	**Support increased housing supply**	**Participation in the Northern Suburbs Transit Corridor Plan and Rapid Bus Solution**	Progressing - On Track			
Building image and pride	**2.1 We work for a safe and clean city.**	**2.1.1 Work proactively with other governments, service providers and the community to improve public safety in our City.**	**2.1.1.1 Partner with government and community organisations to deliver programs that improve community safety and inclusion.**	**Community and Corporate Services**	**Manager Community**	**A safe and clean city**	**Improved public safety**	**Number of programs developed and run in partnership with government and community organisations that improve community safety and inclusion**	Progressing - On Track			

Building image and pride	2.1 We work for a safe and clean city.	2.1.2 Maintain our roads, footpaths, trails, parks, playgrounds, open spaces, stormwater and building assets so they are functional, safe, and clean.	2.1.2.1 Maintain the City's infrastructure within defined service levels so that it is in good condition for our community.	Infrastructure and Development	Manager Works	A safe and clean city	Functional, safe and clean community infrastructure	Number of completed maintenance activities by asset class, delivered in line with the adopted maintenance program. Asset classes: • Roads • Parks and recreation • Urban Services	Progressing - On Track			
Building image and pride	2.2 We nurture and celebrate our proud City with its strong sense of belonging.	2.2.1 Encourage creative expression and participation in our community.	2.2.1.1 Plan, promote, and present an annual program of arts and cultural exhibitions, workshops, concerts and events for our diverse community.	Community and Corporate Services	Manager Community	A proud city with increased sense of belonging and social cohesion	Creative expression in our community Welcoming and inclusive opportunities for community participation	Visitation at the Moonah Arts Centre Attendance at Community Development events	Progressing - On Track			
Building image and pride	2.2 We nurture and celebrate our proud City with its strong sense of belonging.	2.2.1 Encourage creative expression and participation in our community.	2.2.1.2 Deliver murals that activate key public spaces and reflect Glenorchy's identity, diversity and sense of place.	Community and Corporate Services	Manager Community	A proud city with increased sense of belonging and social cohesion	Creative expression in our community	Number of new public murals delivered	Progressing - On Track			
Building image and pride	2.2 We nurture and celebrate our proud City with its strong sense of belonging.	2.2.2 Welcome diversity and inclusion in our community, creating connections that enable a sense of belonging and acceptance.	2.2.2.1 Continue to deliver the Reconciliation Action Plan to strengthen relationships with and opportunities for Aboriginal and Torres Strait Islander peoples including staff and community cultural safety.	Community and Corporate Services	Manager Community	A proud city with increased sense of belonging and social cohesion	Welcoming and inclusive opportunities for community participation	Progress on Reflect Reconciliation Action Plan delivery	Progressing - On Track			
Building image and pride	2.2 We nurture and celebrate our proud City with its strong sense of belonging.	2.2.2 Welcome diversity and inclusion in our community, creating connections that enable a sense of belonging and acceptance.	2.2.2.2 Develop a Glenorchy brand to build confidence in the City's strengths and advantages.	Executive Office	Manager Stakeholder and Executive	A proud city with increased sense of belonging and social cohesion	Confidence in city identity	Progress on brand development	Progressing - On Track			
Building image and pride	2.2 We nurture and celebrate our proud City with its strong sense of belonging.	2.2.3 Deliver or facilitate events to strengthen our community's sense of pride and belonging.	2.2.3.1 Plan and support the delivery of civic events and awards programs.	Executive Office	Manager Stakeholder and Executive	A proud city with increased sense of belonging and social cohesion	Welcoming and inclusive opportunities for community participation	Attendance at civic events	Progressing - On Track			
Open for Business	3.1 We value our community by delivering positive experiences.	3.1.1 Build and maintain relationships with government and the private sector that creates job opportunities and help our City to prosper.	3.1.1.1 Deliver and action the "Prosperous Glenorchy" economic development plan.	Executive Office	Manager Stakeholder and Executive	Positive relationships and interactions	Connection to local business and industry	Number of Prosperous Glenorchy action plan items completed Outdated legacy plans rescinded or archived	Progressing - On Track			
Open for Business	**3.1 We value our community by delivering positive experiences.**	**3.1.2 Work constructively with the development sector and the community to enable acceptable development opportunities.**	**3.1.2.1 Work constructively with the development sector to assess planning permit applications against the Tasmanian Planning Scheme to enable acceptable development opportunities.**	**Infrastructure and Development**	**Manager Development**	**Positive relationships and interactions**	**High standard of customer service**	**Number of applications** **Percentage of planning permit applications determined within statutory timeframes** **Number of new residential lots created**	Progressing - On Track			

Open for Business	3.1 We value our community by delivering positive experiences.	3.1.2 Work constructively with the development sector and the community to enable acceptable development opportunities.	3.1.2.2 Assess building and plumbing applications against the National Construction Code, working constructively with parties through the process.	Infrastructure and Development	Manager Development	Positive relationships and interactions	High standard of customer service	Number of applications Percentage of building and plumbing applications determined within statutory timeframes Number of dwelling completions issued	Progressing - On Track			
Open for Business	3.1 We value our community by delivering positive experiences.	3.1.3 Provide a high standard of customer service and continuous improvement by investing in our people, systems and processes.	3.1.3.1. Provide a high standard of customer service by meeting or exceeding service levels in our Customer Service Charter.	Community and Corporate Services	Chief Financial Officer	Positive relationships and interactions	High standard of customer service	CSAT Score (>75%) Percentage of calls answered within 60 seconds (>80%) Percentage of front counter visits	Progressing - On Track			
Open for Business	3.2 We encourage responsible growth for our City.	3.2.1 Maintain a progressive approach that encourages investment and jobs.	3.2.1.1 Advocate for continued funding of, and operate the Glenorchy Jobs Hub to connect local people with local jobs and assist local industry and business to meet current and future workforce needs.	Executive Office	Manager Stakeholder and Executive	Well-managed growth encouraged	Investment in job creation	Number of job placements through the Glenorchy Jobs Hub by type (casual, permanent etc.) Number of advocacy efforts for ongoing funding of the Jobs Hub	Progressing - On Track			
Open for Business	3.2 We encourage responsible growth for our City.	3.2.1 Maintain a progressive approach that encourages investment and jobs.	3.2.1.2 Review Glenorchy's industrial land supply	Infrastructure and Development	Manager Development	Well-managed growth encouraged	Future growth planned for	Progress of industrial land supply review.	Progressing - On Track			
Open for Business	3.2 We encourage responsible growth for our City.	3.2.2 Plan for the orderly future growth of our City, including opportunities for more housing and improvements in transport.	3.2.2.1 Identify and progress amendments required to Glenorchy's planning scheme to facilitate growth.	Infrastructure and Development	Manager Development	Well-managed growth encouraged	Future growth planned for	Number of Council-led planning scheme amendments progressed through statutory stages that increase capacity for residential development.	Progressing - On Track			
Open for Business	3.2 We encourage responsible growth for our City.	3.2.2 Plan for the orderly future growth of our City, including opportunities for more housing and improvements in transport.	3.2.2.2 Progress priority actions from the Glenorchy Parking Strategy (2017–2027), including parking permit and Council-owned parking management	Infrastructure and Development	Manager Assets, Engineering, and Design	Well-managed growth encouraged	Future growth planned for	Development and endorsement of a parking permit assessment procedure, and progression of a Residential Parking Permit Scheme to feasibility or implementation stage.	Progressing - Delayed/Issues			
Leading our community	4.1 We are a leader and partner that acts with integrity and upholds our community's best interests.	4.1.1 Listen to our community to understand their needs and priorities.	4.1.1.1 Actively listen to and include feedback from all members of our community in our decision-making.	Executive Office	Manager Stakeholder and Executive	Leadership in the community's best interests	Meaningful engagement with the community	Number and type of community engagements completed Number of participants and demographic indicators captured Number of community feedback insights recorded and shared across council	Progressing - On Track			
Leading our community	4.1 We are a leader and partner that acts with integrity and upholds our community's best interests.	4.1.1 Listen to our community to understand their needs and priorities.	4.1.1.2 Assist people in financial hardship by reviewing applications in a timely and sensitive manner.	Community and Corporate Services	Chief Financial Officer	Leadership in the community's best interests	Good decision-making	Applications are processed in accordance with the policy	Progressing - On Track			

Leading our community	4.1 We are a leader and partner that acts with integrity and upholds our community's best interests.	4.1.2 Communicate effectively with our community & stakeholders about what Council is doing.	4.1.2.1 Keep the community up to date about what Council is doing and the decisions that are being made.	Executive Office	Manager Stakeholder and Executive	Leadership in the community's best interests	Transparent communications about Council activities	Number and type of communications with community, including social media and website analytics	Progressing - On Track			
Leading our community	4.1 We are a leader and partner that acts with integrity and upholds our community's best interests.	4.1.2 Communicate effectively with our community & stakeholders about what Council is doing.	4.1.2.2 Review and update the Media and Communications Plan 2024-26.	Executive Office	Manager Stakeholder and Executive	Leadership in the community's best interests	Transparent communications about Council activities	Media and Communications Plan reviewed and renewed upon swearing in of new Council	Progressing - On Track			
Leading our community	4.1 We are a leader and partner that acts with integrity and upholds our community's best interests.	4.1.3 Champion and work together to address our community's needs and priorities.	4.1.3.1 Align Council's services and partnerships around shared community priorities to ensure a coordinated response to local needs.	Community and Corporate Services	Manager Community	Leadership in the community's best interests	Productive relationships with government and peak bodies	Number of engagements with strategic partnerships and peak bodies	Progressing - On Track			
Leading our community	4.1 We are a leader and partner that acts with integrity and upholds our community's best interests.	4.1.4 Make informed decisions that are open and transparent and in the best interests of our community.	4.1.4.1 Ensure high quality Officer Council reports, agendas and minutes to assist Elected Member decision-making.	Executive Office	Manager Stakeholder and Executive	Leadership in the community's best interests	Good decision-making	Number of resolutions by Council Percentage of Council decisions made in open meetings Percentage of Council meeting agendas and minutes within statutory timeframes	Progressing - On Track			
Leading our community	4.1 We are a leader and partner that acts with integrity and upholds our community's best interests.	4.1.5 Build and maintain productive relationships with all levels of government, other councils and peak bodies to achieve community outcomes.	4.1.5.1 Participate in interCouncil and intergovernmental committees, groups, and associations to advocate for the interests of the Glenorchy and wider southern Tasmanian community.	Executive Office	Manager Stakeholder and Executive	Leadership in the community's best interests	Productive relationships with government and peak bodies	Number of engagements with strategic partnerships and peak bodies	Progressing - On Track			
Leading our community	4.1 We are a leader and partner that acts with integrity and upholds our community's best interests.	4.1.6 Ensure our City is well planned and prepared to minimise the impact of emergency events and is resilient in responding to and recovering from them.	4.1.6.1 Implement the Bushfire Mitigation program to manage the risk of bushfire.	Infrastructure and Development	Manager Works	Leadership in the community's best interests	Comprehensive Bushfire Mitigation planning	Delivery of programmed bushfire mitigation works in accordance with the annual Bushfire Mitigation Program including: • Number of completed fuel reduction burns • Metres of fire tracks maintained	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.1 Manage the City's assets responsibly for the long-term benefit and growth of the community.	4.2.1.1 Maintain and upgrade stormwater infrastructure with priority on reducing flood risk.	Infrastructure and Development	Manager Assets, Engineering, and Design	Effective management of assets, resources, compliance, risk and WHS	Responsible asset management	Number of priority stormwater actions progressed or completed in accordance with the Stormwater System Management Plan	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.1 Manage the City's assets responsibly for the long-term benefit and growth of the community.	4.2.1.2 Manage the City's property, parks and recreation facilities for the long term benefit of the community through effective asset management.	Environmental Services	Manager Property	Effective management of assets, resources, compliance, risk and WHS	Responsible asset management	Percentage of recurrent capital work program delivered against asset management plans	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.2 Deploy the Council's resources effectively to deliver value while being financially responsible.	4.2.2.1 Produce and monitor the Annual Budget in line with the long term financial management plan.	Community and Corporate Services	Chief Financial Officer	Effective management of assets, resources, compliance, risk and WHS	Effective resource use and financial management	Financial performance against budget reported monthly, quarterly and annually Cash cover ratio in months	Progressing - On Track			

Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.2 Deploy the Council's resources effectively to deliver value while being financially responsible.	4.2.2.2 Prepare Council's Annual Plan and monitor the progress of actions.	Executive Office	Manager Stakeholder and Executive	Effective management of assets, resources, compliance, risk and WHS	Effective resource use and financial management	Financial performance against budget reported monthly, quarterly and annually	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.3 Manage compliance and risk in Council and the community through effective systems and processes.	4.2.3.1 Actively manage Council's strategic risks within their agreed risk appetites and provide regular status reports.	Community and Corporate Services	Manager Governance and Risk	Effective management of assets, resources, compliance, risk and WHS	Effective risk management and compliance	Percentage of strategic risks within agreed risk appetite	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.3 Manage compliance and risk in Council and the community through effective systems and processes.	4.2.3.2 Manage Council's information assets within statutory requirements.	Community and Corporate Services	Manager ICT	Effective management of assets, resources, compliance, risk and WHS	Effective risk management and compliance	Number of Council documents added to Council's document management system	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.3 Manage compliance and risk in Council and the community through effective systems and processes.	4.2.3.3 Develop an information management plan.	Community and Corporate Services	Manager ICT	Effective management of assets, resources, compliance, risk and WHS	Effective risk management and compliance	Progress on information management plan development	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.3 Manage compliance and risk in Council and the community through effective systems and processes.	4.2.3.4 Undertake property inspections to address possible fire abatement risks.	Environmental Services	Manager City Compliance	Effective management of assets, resources, compliance, risk and WHS	Effective risk management and compliance	Number of properties inspected for fire risk. Number of abatement notices issued for fire risk.	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.3 Manage compliance and risk in Council and the community through effective systems and processes.	4.2.3.5 Assist businesses to comply with public health requirements.	Environmental Services	Manager City Compliance	Effective management of assets, resources, compliance, risk and WHS	Effective risk management and compliance	Number of food premises inspected	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.3 Manage compliance and risk in Council and the community through effective systems and processes.	4.2.3.6 Manage compliance with parking regulations.	Environmental Services	Manager City Compliance	Effective management of assets, resources, compliance, risk and WHS	Effective risk management and compliance	Number of parking tickets issued Number of patrols conducted	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.3 Manage compliance and risk in Council and the community through effective systems and processes.	4.2.3.7 Assist residents to comply with animal management requirements.	Environmental Services	Manager City Compliance	Effective management of assets, resources, compliance, risk and WHS	Effective risk management and compliance	Number of dogs registered Number of infringements issued for non-compliance of the Dog Control Act 2000 and Council's Animal Management By-Law	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.4 Be a healthy, proactive and forward-looking organisation with a strong safety culture and a skilled and adaptable workforce.	4.2.4.1 Support staff to deliver services in a safe workplace through the Work Health and Safety Framework.	Community and Corporate Services	Manager Governance and Risk	Effective management of assets, resources, compliance, risk and WHS	Strong safety culture	Compensation incident below 20 benchmark Number of WHS incident actions outstanding	Progressing - On Track			

Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.4 Be a healthy, proactive and forward-looking organisation with a strong safety culture and a skilled and adaptable workforce.	4.2.4.2 Review and implement the Workforce Development Framework to support staff to continuously improve service delivery.	Community and Corporate Services	Manager People and Culture	Effective management of assets, resources, compliance, risk and WHS	Skilled and adaptable workforce	Number of staff participating in training	Progressing - On Track			
Leading our community	4.2 We responsibly manage our community's resources to deliver what matters most.	4.2.4 Be a healthy, proactive and forward-looking organisation with a strong safety culture and a skilled and adaptable workforce.	4.2.4.3 Deliver Council's core technology project to enhance customer and user experience and productivity.	Community and Corporate Services	Manager ICT	Effective management of assets, resources, compliance, risk and WHS	Skilled and adaptable workforce	Project milestone completed	Progressing - On Track			
Valuing our environment	5.1 We protect and manage our City's natural environment and special places now and for the future.	5.1.1 Identify and protect our natural values and special places including Wellington Park and River Derwent foreshore.	5.1.1.1 Participate in the Derwent Estuary Program by undertaking water quality monitoring, reporting, and participating in environmental projects.	Environmental Services	Manager City Compliance	Natural environment protected	Increased access to natural areas	Number of water samples provided to the Derwent Estuary Program Progress of environmental projects	Progressing - On Track			
Valuing our environment	5.1 We protect and manage our City's natural environment and special places now and for the future.	5.1.2 Encourage access to and appreciation of natural areas.	5.1.2.1 Support stewardship of our natural environment through education programs and volunteer events in natural reserves.	Environmental Services	Manager Environment and Sustainability	Natural environment protected	Increased access to natural areas	Number of natural environment engagement events	Progressing - On Track			
Valuing our environment	**5.1 We protect and manage our City's natural environment and special places now and for the future.**	**5.1.2 Encourage access to and appreciation of natural areas.**	**5.1.2.2 Progress the multi-year Humphreys Rivulet Rehabilitation project in accordance with Australian Government grant deed.**	**Environmental Services**	**Manager Environment and Sustainability**	**Natural environment protected**	**Increased access to natural areas**	**Progress in accordance with the Australian Government grant deed schedule**	Progressing - On Track			
Valuing our environment	5.1 We protect and manage our City's natural environment and special places now and for the future.	5.1.3 Manage waste responsibly and innovate to reduce waste to landfill.	5.1.3.1 Implement the Waste and Resource Recovery Strategy to reduce waste to landfill and identify preferred waste management arrangements beyond the life of the landfill.	Environmental Services	Manager Environment and Sustainability	Natural environment protected	Responsible waste management	Percentage of waste diverted from landfill Progress on actions	Progressing - On Track			
Valuing our environment	5.1 We protect and manage our City's natural environment and special places now and for the future.	5.1.4 Work to reduce our resource use and carbon emissions and prepare the City for the impacts of a changing climate.	5.1.4.1 Implement and report on the climate change mitigation action plan.	Environmental Services	Manager Environment and Sustainability	Natural environment protected	Reduced greenhouse gas emissions	Council's Climate Change Mitigation Action Plan number of actions progressed	Progressing - On Track			
Valuing our environment	5.2 We improve the quality of our urban and rural areas as places to live, work and play.	5.2.1 Make our city more liveable by providing and upgrading public spaces and facilities for people to come together.	5.2.1.1 Implement the Public Toilet Strategy.	Environmental Services	Manager Property	Improved public places through infrastructure investment in public spaces, facilities, parks, and transport options	Infrastructure investment	Roseneath Reserve Toilet delivered as an action under the Public Toilet Strategy	Deferred			
Valuing our environment	**5.2 We improve the quality of our urban and rural areas as places to live, work and play.**	**5.2.1 Make our city more liveable by providing and upgrading public spaces and facilities for people to come together.**	**5.2.1.2 Progress Council's Playground Strategy and complete the destination playground at Tolosa Park.**	**Environmental Services**	**Manager Environment and Sustainability**	**Improved public places through infrastructure investment in public spaces, facilities, parks, and transport options**	**Infrastructure investment**	**Tolosa Park destination playground development completed**	Progressing - On Track			

Valuing our environment	5.2 We improve the quality of our urban and rural areas as places to live, work and play.	5.2.2 Make our city more liveable by investing in our City's infrastructure.	5.2.2.1 Deliver the capital works program to renew and upgrade Council infrastructure.	Infrastructure and Development	Manager Assets, Engineering, and Design	Improved public places through infrastructure investment in public spaces, facilities, parks, and transport options	Infrastructure investment	Percentage of the approved Capital Works Program delivered, including major and recurrent capital projects	Progressing - On Track			
Valuing our environment	5.2 We improve the quality of our urban and rural areas as places to live, work and play.	5.2.2 Make our city more liveable by investing in our City's infrastructure.	5.2.2.2 Deliver Council's Strategic Asset Management Plan.	Infrastructure and Development	Manager Assets, Engineering, and Design	Improved public places through infrastructure investment in public spaces, facilities, parks, and transport options	Infrastructure investment	Number of priority improvement actions progressed or completed in accordance with Council's Strategic Asset Management Plan	Progressing - On Track			
Valuing our environment	5.2 We improve the quality of our urban and rural areas as places to live, work and play.	5.2.2 Make our city more liveable by investing in our City's infrastructure.	5.2.2.3 Deliver the Main Road Glenorchy footpath upgrade between Gavitt Street and Windsor Street to improve safety, accessibility and amenity.	Infrastructure and Development	Manager Assets, Engineering, and Design	Improved public places through infrastructure investment in public spaces, facilities, parks, and transport options	Infrastructure investment	Completion of the Main Road Glenorchy footpath upgrade between Gavitt Street and Windsor Street in accordance with the approved capital works program	Progressing - On Track			
Valuing our environment	5.2 We improve the quality of our urban and rural areas as places to live, work and play.	5.2.3 Improve our parks and public spaces for the wellbeing and enjoyment of our community.	5.2.3.1 Provide a network of shared paths, footpaths and trails that is safe and provides access to people of all abilities.	Infrastructure and Development	Manager Assets, Engineering, and Design	Improved public places through infrastructure investment in public spaces, facilities, parks, and transport options	Accessible, safe and reliable transport options	Delivery of priority shared path, footpath and trail projects identified in the approved capital works program	Progressing - On Track			
Valuing our environment	5.2 We improve the quality of our urban and rural areas as places to live, work and play.	5.2.4 Working proactively with providers, manage the City's transport infrastructure sustainably to secure accessible, safe and reliable transport options for everyone	5.2.4.1 Provide road network infrastructure that supports alternative transport modes and meets the needs of the community.	Infrastructure and Development	Manager Assets, Engineering, and Design	Improved public places through infrastructure investment in public spaces, facilities, parks, and transport options	Accessible, safe and reliable transport options	Progression of cycling, walking and shared-use infrastructure projects that support alternative transport modes	Progressing - On Track			
Valuing our environment	5.2 We improve the quality of our urban and rural areas as places to live, work and play.	5.2.4 Working proactively with providers, manage the City's transport infrastructure sustainably to secure accessible, safe and reliable transport options for everyone	5.2.4.2 Review Urban Road Network to prioritise Black Spot funding addressing identified safety issues.	Infrastructure and Development	Manager Assets, Engineering, and Design	Improved public places through infrastructure investment in public spaces, facilities, parks, and transport options	Accessible, safe and reliable transport options	Number of priority road safety projects progressed through the Black Spot Program, including successful funding applications and project delivery where funded	Progressing - On Track			

11.3 CAPITAL WORKS STATUS REPORT

Author: Director Infrastructure and Development (Patrick Marshall)

Qualified Person: Chief Executive Officer (Emilio Reale)

File Reference: Capital Works Program

Executive summary

This report updates Council on delivery of the 2026/27 Capital Works Program to 30 September 2026 and seeks approval for adjustments to individual project budgets.

Year-to-date capital expenditure is $4.019 million against a year-to-date budget of $2.553 million, within an annual capital works budget of $21.111 million. This comprises $3.508 million for recurrent projects and $511,000 for major projects. Expenditure is currently ahead of budget profile and will continue to be monitored through the Infrastructure Management Group (IMG).

Key achievements include completion of the Tolosa Street pavement rehabilitation and the Glenorchy War Memorial Pool refurbishment. Howard Road footpath renewal is 70% complete, Reid Street reconstruction is 60% complete, and stormwater upgrades at Barclay Crescent and Apollo Road are 80% complete. Design and procurement have also been completed for the Tolosa Park Destination Playspace, St Matthews Church heritage works and Chigwell Barn restoration works.

Proposed budget adjustments address additional heritage building works, latent conditions identified at Chigwell Barn, increased costs associated with the St Matthews Church roof upgrade, and several minor plant and equipment purchases. These increases are partially offset by a reduction in the Michele Court Stormwater Upgrade budget following completion of the majority of works in the previous financial year. The proposed variations result in a net budget increase of $127,603.

Major grant-funded projects, including the Humphreys Rivulet Rehabilitation and International Food Garden projects, continue to progress in accordance with their funding agreements. The Glenorchy War Memorial Pool refurbishment is now complete and is forecast to be delivered within the approved project budget, including contingencies.

While current variations have not yet been fully offset, officers will continue to identify savings within the broader capital works program with the objective of delivering the annual program within the overall adopted budget. Construction of the Roseneath public toilet replacement has been deferred to 2027/28 due to capital budget pressures arising from higher-than-anticipated heritage project costs.

Project delivery remains subject to risks associated with procurement lead times, contractor availability, material cost escalation, latent conditions and scope changes. These risks, together with expenditure and project schedules, continue to be actively monitored through the Infrastructure Management Group.

Council is asked to receive and note the Capital Works Status Report and approve the proposed project budget adjustments.

Recommendation

That Council:

1. RECEIVE and NOTE the Capital Works Status Report to 30 September 2026.
2. APPROVE the following adjustments to the Capital Works Budget for each listed project in the table below:

Program	Acc	Project	Budget	Estimate	Variation	Commentary
Fleet and Plant		GCC 12/24V Portable Jump Starter	$0	$2074	$2074	
Fleet and Plant		GCC Workshop Linisher Replacement	$0	$1786	$1786	
Property	102560	Chigwell Barn – Stonework and Gable Repairs	$0	$101,250	$101,250	Request to vary works due to a latent condition
Stormwater	102324	Michele Court Stormwater Upgrades (PR23-14)	$100,000	$22,329	-$77,671	Majority of works completed last FY
Property		MAC Studio lighting replacement	$0	$30,164	$30,164	
Property		St Mathews Church Roof upgrade	$80,000	$150,000	$70,000	
Total			**$180,000**	**$307,603**	**$127,603**	

Community Plan Reference	Making Lives Better We deliver services to meet our community's needs. Valuing Our Environment We improve the quality of our urban and rural areas as places to live, work and play. Investment in infrastructure to achieve our community's vision.
Strategic Plan Reference	Maintain our roads, footpaths, trails, parks, playgrounds, open spaces, stormwater and building assets so they are functional, safe and clean. Deliver services to our community at defined levels. Make our City more liveable by providing and upgrading public places and facilities for people to come together. Make our City more liveable by investing in our City's infrastructure. Improve our parks and public spaces for the enjoyment, health and wellbeing of our community. Manage the City's assets responsibly for the long-term benefit and growth of our community.
Consultation/ Engagement	Consultation has been undertaken with: • Chief Executive Officer • Executive Leadership Team • Managers and Coordinators within the relevant Departments • External agencies such as TasWater, Community Sport and Recreation and numerous sporting clubs. Community consultation is undertaken on specific projects as required. There are several projects included in this report where specific community engagements have been undertaken to determine the final outcomes to be achieved.
Resources	The delivery of the capital works program (including project management of outsourced works) is managed within Council's existing resources.
Risk/Legal/ Legislative/ Reputational	Council plans and delivers a suitable capital works program to ensure that its assets are able to service the needs of the community. Council's reputation and the community's amenity would suffer if assets and service levels are not maintained at necessary standards. The consequence of inadequate

	maintenance and upgrade of capital assets would be increased costs in the future.
26/27 Budget Allocation	Not applicable
Life of Project, Service, Initiative or (Expectancy of) Asset	Not applicable
26/27 Budget Reconsideration	Not applicable
Ongoing Costs (e.g. maintenance, operational)	It is important to note that for every new asset created by Council there will be additional, ongoing operational costs. New assets should therefore be treated as a new service to the community which incurs additional cost. On current estimates and experience, the cost of new assets to Council's ongoing operational budget over the life if the asset is around 2.5% of the capital cost for maintenance and 2.5% for depreciation. Budgets are allocated to keep new assets in a good state of repair and renewed when they reach the end of their useful life. Delivery of a capital works program is essential to ensure that Council is financially sustainable, and that Council's assets are being renewed, maintained, and developed to meet the current and future needs of the Glenorchy community. Failing to maintain and renew assets can lead to environmental impacts and assets not delivering the required level of service to the community.
Other Funding Sources	Not applicable

Proposal in detail

1. This report provides an update on delivery of Council's 2026/27 Capital Works Program to 30 September 2026 and seeks approval for adjustments to individual project budgets.
2. The program supports Council's Community and Strategic Plan objectives through the renewal and improvement of roads, footpaths, stormwater systems, buildings, parks and community facilities. These investments maintain service levels, improve accessibility and protect the long-term value of Council's assets.

Financial performance

3. Year-to-date capital expenditure is $4.019 million against a year-to-date budget of $2.553 million, within an annual capital works budget of $21.111 million. Expenditure comprises $3.508 million for recurrent projects and $511,000 for major projects, consistent with the quarterly finance report.

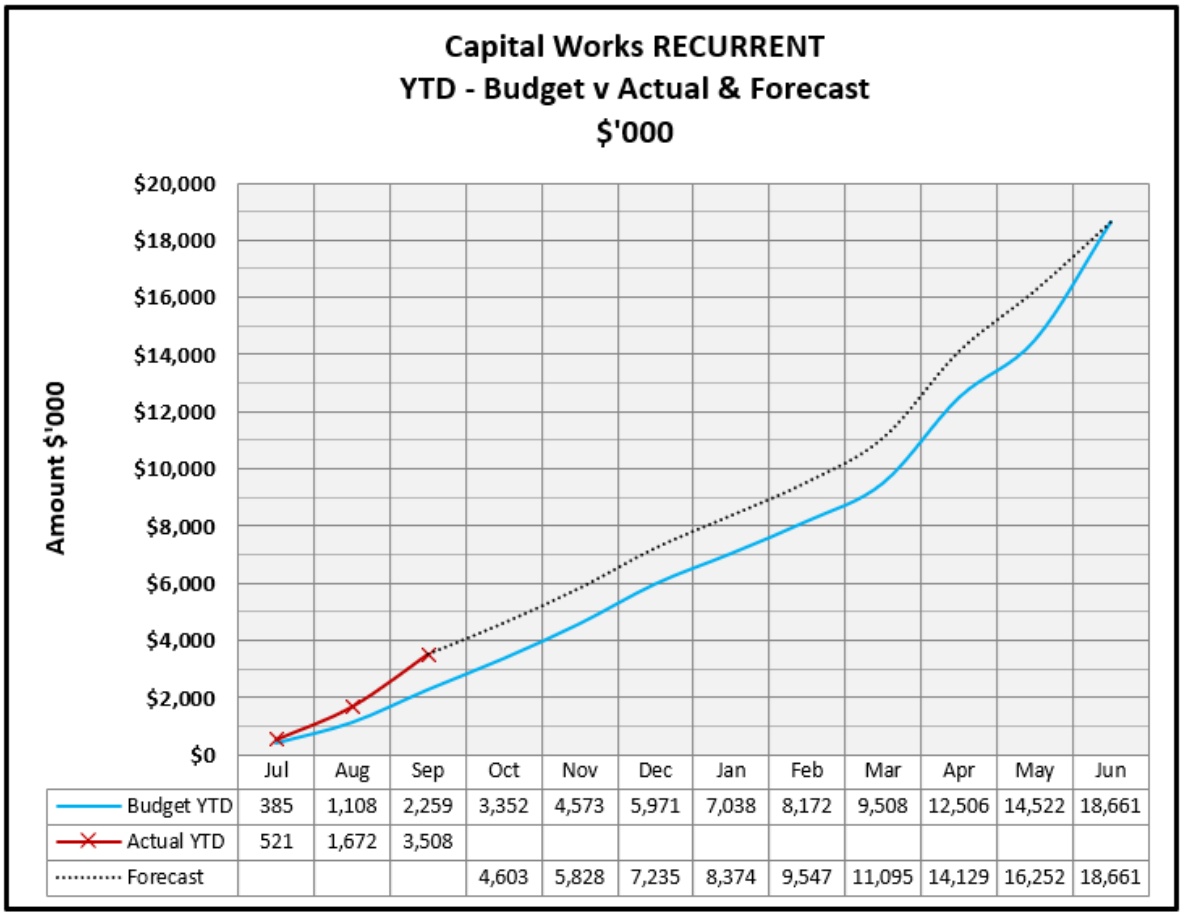
4. Expenditure is ahead of the year-to-date budget. This position requires continued monitoring but does not, in itself, establish that the annual program will exceed its budget.
5. The Infrastructure Management Group (IMG) monitors project expenditure, delivery schedules, scope changes and emerging risks. Where additional expenditure is identified, officers review opportunities to offset the increase through savings elsewhere in the capital program.
6. The objective remains to deliver the program within the overall annual budget. However, savings required to offset the adjustments proposed in this report have not yet been confirmed.

Proposed budget adjustments

7. Adjustments are required to accommodate additional property works and equipment purchases, partly offset by a reduction in the current-year allocation for the Michele Court stormwater project.
8. The proposed adjustments are:

Program	Project	Current budget	Revised estimate	Variation
Fleet and Plant	GCC 12/24V Portable Jump Starter	$0	$2,074	$2,074
Fleet and Plant	GCC Workshop Linisher Replacement	$0	$1,786	$1,786
Property	Chigwell Barn – Stonework and Gable Repairs	$0	$101,250	$101,250
Stormwater	Michele Court Stormwater Upgrades (PR23-14)	$100,000	$22,329	−$77,671
Property	MAC Studio lighting replacement	$0	$30,164	$30,164
Property	St Mathews Church Roof upgrade	$80,000	$150,000	$70,000
Total		**$180,000**	**$307,603**	**$127,603**

9. The Chigwell Barn adjustment addresses additional stonework and gable repairs arising from a latent condition. The reduction in the Michele Court allocation reflects the majority of works having been completed in the previous financial year.
10. The proposed adjustments represent a net increase of $127,603 across the listed projects. Council approval is sought for these changes.
11. Some capital program variations may be funded through grants or existing reserves. The funding source for each adjustment must be established before concluding that it has no impact on Council's general funds.
12. Officers will continue to identify savings within the overall capital program to offset the additional expenditure. Any remaining funding requirement will need to be addressed through subsequent budget reporting and review.



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Budget YTD	385	1,108	2,259	3,352	4,573	5,971	7,038	8,172	9,508	12,506	14,522	18,661
Actual YTD	521	1,672	3,508									
Forecast				4,603	5,828	7,235	8,374	9,547	11,095	14,129	16,252	18,661

Key project updates

13. Progress across transport and stormwater projects includes:
    - Tolosa Street pavement rehabilitation: complete.
    - Howard Road footpath renewal: 70% complete.
    - Reid Street reconstruction: 60% complete, with kerb and channel replacement, footpath works and drainage improvements underway.
    - Barclay Crescent and Apollo Road stormwater upgrades: 80% complete.

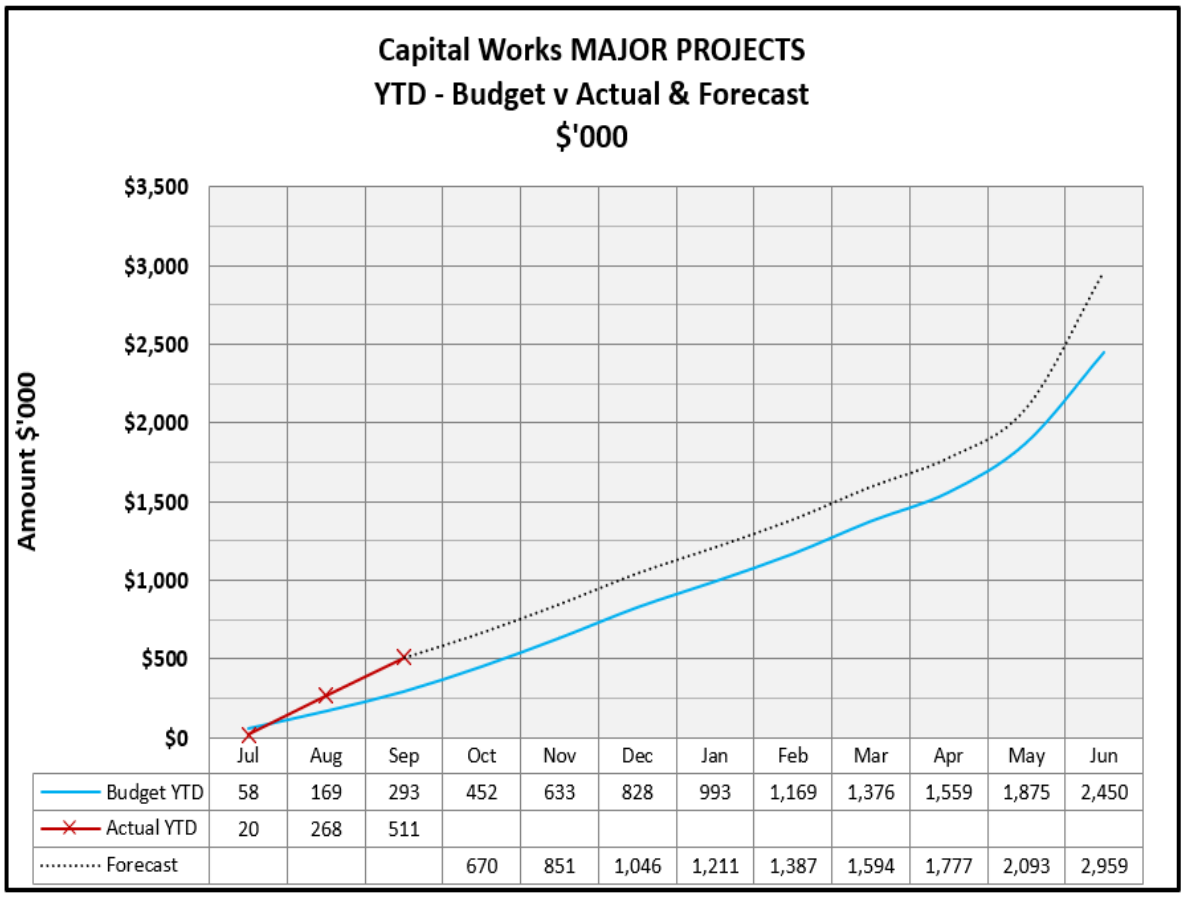
- The Glenorchy War Memorial Pool refurbishment is now 100% complete.
- Design and procurement is complete for the Tolosa Park Destination Playspace, with construction works scheduled for Q3 and Q4.
- Design and procurement completed for heritage works at St Matthews Church and the Chigwell Barn.
- Design works completed for the Roseneath public toilet replacement, however the construction of this project has been deferred until next FY due to capital budget pressure, including higher than anticipated costs for the St Matthews Church and Chigwell Barn heritage works.

14. The expenditure per program is shown in the table below:

Program	**Total Budget**	**Expenditure YTD**	**vs Budget**
ICT & Other	$ 223,921	$ 14,425	6%
Transport	$ 11,529,008	$ 2,440,190	21%
Property	$ 2,441,985	$ 492,023	20%
Plant & Equipment	$ 843,360	$ 58,630	7%
GCC Owned Commercial	$ 670,000	$ -	0%
Vehicle Purchases	$ 680,000	$ 50,582	7%
Stormwater	$ 1,837,329	$ 457,276	25%
Major Grant Funded Projects	$ 2,450,000	$ 515,907	21%
Total	**$ 21,111,284**	**$ 4,019,033**	**19%**

Grant-funded projects

15. The Humphreys Rivulet Rehabilitation and International Food Garden projects continue to progress in line with their grant agreements.
16. The Glenorchy War Memorial Pool repair project is now complete. As at mid-October total project expenditure on the head contract with Hutchinson Builders is $6,457,950.44, with approved variations of $207,924.85, representing approximately 3.2% of the original contract value. Whilst final invoicing will occur over the coming weeks, based on the current figures the total expenditure under the head contract with Hutchinson Builders is forecast to be approximately $6,665,875.29 including approved variations. This expenditure is in line with the approved budget for the head contract of $6.5M, with an additional $0.5M in contingency.



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Budget YTD	58	169	293	452	633	828	993	1,169	1,376	1,559	1,875	2,450
Actual YTD	20	268	511									
Forecast				670	851	1,046	1,211	1,387	1,594	1,777	2,093	2,959

Delivery risks and asset sustainability

17. Project delivery remains subject to risks associated with procurement lead times, contractor availability, material costs, latent conditions and changes to project scope. These risks are monitored through project management and IMG oversight.

18. The program is managed within Council's existing resourcing structure, using internal project management and external contractors where required.

19. New and upgraded assets can create additional maintenance, operating and depreciation costs. These ongoing implications must be considered alongside construction costs in Council's asset management and long-term financial planning.

20. Timely renewal and maintenance of infrastructure are important to sustaining service levels and avoiding higher future costs. Delivery priorities must balance asset condition, community needs, available funding and Council's capacity to maintain its assets over their useful lives.

Conclusion

21. Council's Capital Works Program continues to deliver infrastructure improvements across the City. Expenditure is ahead of the year-to-date budget, while proposed project adjustments and grant-related timing changes require continued financial and delivery oversight.
22. Council is asked to receive and note the Capital Works Status Report to 30 September 2026 and approve the listed project budget adjustments.

Attachments

Nil

11.4 PROVISION OF ALTERNATIVE RESPIRATORY PROTECTIVE EQUIPMENT

Author: Manager Governance and Risk (Michael Jacques)
Governance Officer (Poorni Wanigasekara)

Qualified Person: Director Community and Corporate Services (Tracey Ehrlich)

File Reference: Directives by Directorate

Executive summary

Council is required to provide appropriate respiratory protective equipment to employees undertaking work where respiratory protection is necessary. Council's standard respirators rely on achieving an effective facial seal and are therefore unsuitable for employees who elect to retain facial hair that prevents that seal being achieved.

Approved alternative respiratory protection is available that does not rely on the same close facial seal; however, this equipment is significantly more expensive. Council's standard respirators cost approximately $150 per unit, compared with approximately $1,000 to $3,000 for suitable alternative powered respirators.

It is proposed that Council purchase approved alternative equipment for participating employees, with Council meeting the equivalent cost of its standard respiratory protection and the employee repaying the additional cost through an agreed interest-free loan arrangement. This approach provides employees with an alternative to removing or modifying facial hair while ensuring that appropriate respiratory protection is available for relevant work.

As the interest-free loan constitutes the provision of a benefit to an employee under section 22(2)(c) of the Local Government Act 1993, Council approval is required.

Recommendation

That Council:

1. APPROVE the purchase of approved alternative respiratory protective equipment for participating employees, at an estimated cost of between $1,000 and $3,000 per employee.
2. APPROVE, pursuant to section 22(2)(c) of the Local Government Act 1993, the provision of an interest-free loan to participating employees for the cost of the approved alternative respiratory protective equipment above the cost Council would ordinarily incur in providing standard respiratory protection.
3. AUTHORISE the Chief Executive Officer or delegate to establish and administer appropriate repayment arrangements with participating employees, including arrangements for recovery of any outstanding balance upon cessation of employment.
4. NOTE that Council will continue to meet the cost it would ordinarily incur in providing appropriate standard respiratory protective equipment.
5. NOTE that this approval is limited to the circumstances outlined in this report and does not create an ongoing entitlement to alternative respiratory protective equipment or employee loan arrangements.

Community Plan Reference	Leading Our Community We responsibly manage our community's resources to deliver what matters most. Transparent and accountable government.
Strategic Plan Reference	Make informed decisions that are open and transparent and in the best interests of our community. Deploy the Council's resources effectively to deliver value while being financially responsible. Manage compliance and risk in Council and our community through effective systems and processes. Be a healthy, proactive and forward-looking organisation with a strong safety culture and a skilled and adaptable workforce.
Consultation / Engagement	ELT, Joint Consultive Committee, Health and Safety Representative Committee, Affected employees, Manager Governance and Risk, Manager People and Culture
Resources	*Work Health and Safety Regulations 2022* Managing risks of respirable crystalline silica in the workplace – Work Safe Tasmania
Risk / Legal / Legislative / Reputational	Employees undertaking high risk work must wear approved respiratory protection. Standard respirators require a clean-shaven facial seal, failure to facilitate a suitable alternative may discourage employees from effectively managing WHS risks. Council will incur the upfront cost of purchasing the alternative respiratory equipment and may be exposed to unrecovered costs if repayment arrangements are not completed. The employee loan arrangement may give rise to FBT implications that require assessment and management by Finance. Council may be criticised either for charging employees for equipment required to perform work safely or for funding expensive alternative equipment arising from an employee's personal preference to retain facial hair. Clear documentation of the rationale and Council decision making process will mitigate this risk. 1. Approval of this arrangement may create expectations for Council to provide similar financial assistance or loan arrangements for future non-standard PPE requests.
2026/27 Budget Allocation	Not applicable

Life of Project, Service, Initiative or (Expectancy of) Asset	Not applicable
2026/27 Budget Reconsideration	Required. Additional expenditure to be funded from existing WHS operating budget.
Ongoing Costs (e.g. maintenance, operational)	Not applicable
Other Funding Sources	Not applicable

Proposal in detail

1. Certain Council employees undertake work that may expose them to respirable crystalline silica (RCS), asbestos and other airborne hazards. Where respiratory protection is required, Council must ensure employees have access to appropriate respiratory protective equipment.
2. Council ordinarily provides suitable respiratory protection at no cost to employees. The standard respirators currently supplied by Council cost approximately $150 per unit and rely on an effective seal between the respirator and the employee's face.
3. Facial hair in the area of the respirator seal can prevent an effective seal from being achieved. Fit testing has identified a small number of employees who are unable to achieve the required seal with Council's standard respirators while retaining their facial hair.
4. Council can require employees undertaking relevant work to meet the requirements necessary for the respiratory protective equipment provided by Council to operate effectively. A draft PPE directive was therefore prepared to clarify Council's requirements and is included as **Attachment 1**.
5. During consultation on the proposed directive, affected employees indicated that they wished to retain their facial hair and asked Council to consider whether suitable alternative respiratory protective equipment could be made available.
6. Council recognises that employees may choose to retain facial hair for a range of personal circumstances. Alternative respiratory protective equipment is available that does not rely on the same close facial seal and may therefore provide an appropriate option for affected employees, subject to the equipment being suitable for the work being undertaken and meeting Council's WHS requirements.

7. These alternative respirators are substantially more expensive than Council's standard equipment, with suitable powered respiratory protection costing approximately $1,000 to $3,000 per unit, compared with approximately $150 for the standard respirator.
8. Management considers it reasonable for Council to continue to meet the cost it would ordinarily incur in providing standard respiratory protection. Where an employee elects to use an approved, higher-cost alternative to enable them to retain facial hair, it is proposed that the employee meet the additional cost above Council's standard contribution.
9. To avoid requiring employees to meet the additional cost upfront, Council would purchase the approved alternative equipment and provide the participating employee with an interest-free loan for the difference between Council's standard contribution and the cost of the alternative equipment. The loan would be recovered through an agreed repayment arrangement.
10. The repayment agreement would specify the amount to be repaid and the applicable repayment arrangements, including arrangements for recovery of any outstanding balance should the employee leave Council before the loan has been fully repaid.
11. The proposed arrangement provides a practical alternative for affected employees while maintaining Council's requirement that appropriate respiratory protection be used. Employees would not be required to participate in the arrangement, and Council would continue to make appropriate standard respiratory protection available.
12. The interest-free loan is a benefit provided to an employee by virtue of their employment with Council. Section 22(2)(c) of the Local Government Act 1993 provides for Council approval of the provision of such a benefit where the relevant power has not been delegated to the Chief Executive Officer. Council approval is therefore sought for the proposed arrangement.
13. The proposed approval would be limited to the circumstances outlined in this report and would not create an ongoing employee entitlement to alternative respiratory protective equipment or to interest-free loans for other purposes.

Attachments

1. Draft only - Personal Protective Clothing Directive June 2026 [**11.4.1** - 9 pages]

INTERNAL DIRECTIVE

PERSONAL PROTECTIVE CLOTHING

Glenorchy City Council

PURPOSE

The purpose of this directive is to enhance Workplace Health and Safety in the organisation by ensuring the supply and use of Personal Protective Clothing (PPC) where employees are required to perform duties in an environment that involves potential hazards that requires personal protective equipment (PPE).

SCOPE

This directive applies to all employees.

RELATED DOCUMENTS

- Adverse Weather Directive
- WHS Safe Systems of Work Directive
- Code of Conduct

STATUTORY REQUIREMENTS

Acts	*WHS Act 2012*
Regulations	WHS Regulations 2022
Australian/International Standards	AS/NZS 1270:2002 Acoustics-Hearing Protectors AS/NZS 1337.1:2012 Personal Eye Protection - Eye and Face Protectors for Occupational Applications AS/NZS 1337.6:2012 Personal Eye Protection - Part6: Prescription Eye Protectors Against Low and Medium Impact AS/NZS 1801:1997 Occupational Protective Helmets AS/NZS 1800:1998 Occupational Protective Helmets - Selection, Care and Use AS/NZS 1906.4 2023 Part 4: High Visibility Materials for Safety Garments AS 2001.2.18-1987 Water & Humidity Protection AS/NZS 2161.1:2016 Occupational Protective Gloves - Part 1: Selection, Use and Maintenance.AS/NZS 4602.1 High Visibility Safety Garments

Glenorchy City Council

June 2026

	AS/NZS 2210.3:2019 Occupational Protective Footwear AS/NZS 4399 Sun Protective Clothing AS/NZS 1716-2012 Respiratory Protective Devices; and AS/NZS 1715-2009 Selection, Use and Maintenance of Respiratory Protective Equipment.
Code of Practice	Safe Work Australia – How to Manage Work Health and Safety Risks WorkSafe Tasmania - Managing risks of respirable crystalline silica in the workplace

DEFINITIONS

Employee means a person who carries out paid work for Glenorchy City Council as an employee of Council.

Indoor employee means an employee who is mostly office based.

Outdoor employee means an employee whose fulltime work is mostly outdoors.

PPE means Personal Protective Equipment. In this directive PPE refers to anything used or worn by someone to reduce a risk to their health and safety. PPE may include workwear, overalls, footwear, gloves, chemical resistant glasses, hearing protection, face shields, hard hats, respirators, and respiratory equipment.

PPC means Personal Protective Clothing. Although PPC is included in the broader scope of PPE, for this directive PPC has been separated to refer to clothing/high visibility workwear including trousers/pants, shirts, vests, jumpers, jackets, raincoats and sun hats.

RPE means Respirable Protective Equipment issued and used for the protection of workers when undertaking work involving asbestos handling and respirable crystalline silica cutting grinding or other processing activities which generates dust.

Class D/N means a garment designed for both day and night use, comprising retroreflective elements on a fluorescent or other non-retroreflective high visibility background material.

SPF means sun protection factor.

UFP means ultraviolet protection factor.

Workwear means hi-visibility clothing.

Glenorchy City Council

June 2026

DIRECTIVE

Statement

This directive is to be used in conjunction with Council's Adverse Weather Directive. PPE should only be considered as a control measure when exposure to a risk cannot be minimised in another way, or when used in conjunction with other control measures (Hierarchy of Control) as a final barrier between the worker and the hazard. PPE does not control the hazard at the source.

PPE requirements at Council worksites will be determined by risk assessment and relevant Safe Operating Procedure (SOP). PPE and PPC shall be purchased and issued by the Council's Glenorchy Work Centre Store personnel. Employees required to use PPE will be instructed/trained in its use and care as required.

Upon commencement, employees will be provided with Council approved and issued PPC as referenced in Table 1. Personal Protective Clothing. A form will be provided by Stores personnel with items/range available for selection. A clothing list will also be provided by Store personnel. Only clothing on the list will be provided. The form requires relevant Manager sign-off to proceed.

PPC Issue Schedule

Table 1 Personal Protective Clothing PPC

Outdoor Employees - PPC	
Full Time (working 30 hours or more per week)	Part Time (working 20 to 30 hours per week)
Three (3) trousers. Provide a minimum UPF 40+. Colour navy blue. Class D/N.	Two (2) heavy duty trousers. Provide a minimum UPF 40+. Colour navy blue. Class D/N.
Five (5) high visibility shirts with long length sleeve and collars to protect arms and neck. Provide a minimum UPF 40+. Colours orange/navy blue. Class D/N.	Three (3) high visibility shirts with long length sleeve and collars to protect arms and neck. Provide a minimum UPF 40+. Colours orange/navy blue. Class D/N.
One (1) high visibility jacket, water resistant. Colours orange/navy blue. Class D/N.	One (1) high visibility jacket, water resistant. Colours orange/navy blue. Class D/N.
One (1) high visibility vest. Colours orange/navy blue. Class D/N.	One (1) high visibility vest. Colours orange/navy blue. Class D/N.

Two (2) high visibility jumpers. Colours orange/navy blue. Class D/N.	One (1) high visibility jumper. Colours orange/navy blue. Class D/N.
One (1) lace/zip up protective footwear.	One (1) lace/zip up protective footwear.
One (1) broad brim hat. Provide a minimum UPF 50+. Colour navy.	One (1) broad brim hat. Provide a minimum UPF 50+. Colour navy.
Indoor Employees – PPC (Items supplied with request and authorisation by Manager)	
Full Time (working 30 hours or more per week)	Part Time (working 20 to 30 hours per week)
One (1) trousers. Provide a minimum UPF 40+. Colour navy blue. Class D/N.	One (1) trousers. Provide a minimum UPF 40+. Colour navy blue. Class D/N.
Two (2) high visibility shirts with long length sleeve and collars to protect arms and neck. Provide a minimum UPF 40+. Colours orange/navy blue. Class D/N.	One (1) high visibility shirt with long length sleeve and collars to protect arms and neck. Provide a minimum UPF 40+. Colours orange/navy blue. Class D/N.
One (1) high visibility jacket, water resistant. Colours orange/navy blue. Class D/N.	One (1) high visibility jacket, water resistant. Colours orange/navy blue. Class D/N.
One (1) high visibility vest. Colours orange/navy blue. Class D/N.	One (1) high visibility jumper. Colours orange/navy blue. Class D/N.
One (1) high visibility jumper. Colours orange/navy blue. Class D/N.	One (1) lace/zip up protective footwear.
One (1) lace/zip up protective footwear.	One (1) broad brim hat. Provide a minimum UPF 50+. Colour navy.
One (1) broad brim hat. Provide a minimum UPF 50+. Colour navy.	

Standards

Colours

Councils' high visibility colours are orange/navy. Colours for each item where applicable are listed in Table 1. Personal Protective Clothing and Table 2. Personal Protective Equipment.

Reflective tape

AS/NZS 1906.4 compliant quality tape, rated for 50 wash cycles per annum.

Branding

The Glenorchy City Council logo will be embroidered in full colour on the front left (chest area) of shirts, vests, jumpers, and jackets. Raincoats are to have the logo located in the same position but affixed to not affect water proofing.

Exceptions

Some employees or positions may require the issue of PPC that is considered non-standard issue. Application for exception to the standard issue PPC may only be made on medical grounds (certificate required) or when the wearing of standard PPC increases a risk to the employee. Application to vary PPC must be made through the Work Health and Safety Team and approved by the employees Director.

Orthotic footwear meeting AS/NZS 2210.3:2019 - Occupational Protective Footwear will be reimbursed to the value of $200.00 including GST per annum.

RPE, where respiratory protective equipment (RPE) requires an effective facial seal to function, employees must be clean shaven between the face and the sealing surface when performing those tasks.

Where an employee is unable to achieve an adequate seal due to facial hair, alternative respiratory protection may be considered, provided it is reasonably practicable, appropriate for the task, and approved by the Work Health and Safety team.

Subject to approval, Council may contribute up to $150 towards the provision of approved alternative respiratory protective equipment. Any costs above this amount are the responsibility of the employee.

The provision and use of alternative equipment is at Council's discretion and subject to operational requirements, risk assessment, and ongoing compliance with training, maintenance and safety standards.

Cleaning

Council provided PPC is to be kept in good condition and the responsibility of the individual employee for cleaning costs.

Cleaning will be provided for PPC that has been stained with oil, grease and waste products that require commercial cleaning. This is not a scheduled service but offered on an ad-hoc basis when required. The employee is to provide clothing to the Glenorchy Work Centre Store.

Alterations

The cost to alter any supplied PPC will be borne by the employee.

Resignation or Termination of Employment

An employee who leaves Council is required to return issued PPC with Council logo to the Work Centre Store.

Compliance

Employees failing to use or using ineffective PPE and PPC will be directed to stop works until the issue is either rectified or measures put in place to correct and approved by the Work Health and Safety team.

Failure to comply with the directions given in this policy may result in disciplinary action in accordance with Council's Code of Conduct.

PPE Issue Schedule

Table 2. Personal Protective Equipment.

PPE Item	Issue/Requirements/Allowances
Lightweight high visibility vest	To be issued to employees as required. Colour orange. Class D/N.
Lightweight spotter vest	To be issued to employees as required. Colour yellow. Class D/N.
Safety glasses	To be issued to employees as required.
Goggles / face Shield	To be issued to employees when identified in risk assessment or SOP.
Earmuffs	To be issued to employees as required.
Respirator/dust masks	To be issued to employees when identified in risk assessment or SOP. The following points should also be noted when utilising PPE for high-risk CSS processing work. • Each worker will be fit-tested if a negative pressure respirator is required; • If a worker is required to wear a respirator that requires an effective seal with the face for proper functioning, the worker must

PPE Item	Issue/Requirements/Allowances
	be clean shaven where the respirator seals with the face. For requirements see Page 6: exceptions, RPE.
Protective gloves	To be issued to employees as required.
Chainsaw chaps	To be issued to employees when identified in risk assessment or SOP, where there is an ongoing requirement. Available as day loan for infrequent users.
Brushcutter chaps	To be issued to employees when identified in risk assessment or SOP, where there is an ongoing requirement. Available as day loan for infrequent users.
Safety helmets	To be issued to employees when identified in risk assessment or SOP. Colour white. Type 1 for general construction; & Type 3 for bushfire fighting. *Helmets have a field life of 3 years from date of issue (AS/NZS 1800:1998 - Section 3)*
Gumboots	To be issued to employees when identified in risk assessment or SOP.
Wet weather coat	To be issued to employees as required. Colour orange. Class D/N.
Wet weather pants	To be issued to employees as required. Colour orange. Class D/N.
Sunscreen	To be issued to employees as required. Sunscreen to be broad spectrum SPF 50+.
Insect repellent	To be issued to employees as required.
First aid kits	To be issued to employees as required.

Glenorchy City Council

June 2026

PPE Item	Issue/Requirements/Allowances
Insect repellent	To be issued to employees as required.
First aid kits	To be issued to employees as required.

Signed:

Emilio Reale

CHIEF EXECUTIVE OFFICER

Glenorchy City Council

June 2026

DOCUMENT CONTROL

Version:	2.0	**Approved**	June 2026	**Commencement Date**	June 2026
Previous Versions:	V 1.0 adopted 10 October 2024			**Review Period**	4 Years from adoption
Responsible Directorate	Community and Corporate Services		**Controller:**	Manager Governance and Risk	
ECM Document No.:	Directives by Directorate				

11.5 POLICY UPDATE: LEGAL SERVICES

Author: Manager Governance and Risk (Michael Jacques)
Governance Officer (Poorni Wanigasekara)

Qualified Person: Director Community and Corporate Services (Tracey Ehrlich)

File Reference: Policies by directorate

Executive summary

Council's Legal Services Policy has been reviewed as part of its four-year review cycle. The Policy provides a framework for the delivery of in-house legal services and the engagement of external legal providers, supporting informed decision-making, effective risk management and appropriate use of public funds.

The review has confirmed that the Policy remains fit for purpose, with no substantive changes proposed. Amendments are limited to updating terminology and minor administrative and formatting improvements. The existing requirement for Council approval where expenditure on an individual legal matter exceeds $25,000 excluding GST is retained.

It is recommended that Council adopt the updated Policy provided at **Attachment 2**

Recommendation

That Council:

1. ADOPT the Legal Services Policy in the form of **Attachment 2**.

Community Plan Reference	Transparent and accountable government.
Strategic Plan Reference	Make informed decisions that are open and transparent and in the best interests of our community. Manage compliance and risk in Council and our community through effective systems and processes.
Consultation / Engagement	Manager Governance and Risk Executive Leadership Team The Policies, when updated, will be published on Council's website.
Resources	Not applicable
Risk / Legal / Legislative / Reputational	Adopt the recommendation: Ensures the policy remains current, aligns with Councils governance framework, and supports effective management of legal services. Do not adopt the recommendation: The Policy would retain outdated terminology, reduced clarity and consistency and potentially impacting good governance practices.
2026/27 Budget Allocation	Not applicable
Life of Project, Service, Initiative or (Expectancy of) Asset	Not applicable
2026/27 Budget Reconsideration	Not applicable
Ongoing Costs (e.g. maintenance, operational)	Not applicable
Other Funding Sources	Not applicable

Proposal in detail

1. Council's service delivery, regulatory responsibilities and day-to-day operations regularly require legal advice and support. The Legal Services Policy provides a framework for the delivery of in-house legal services and the engagement and use of external legal providers.
2. The Policy supports informed decision-making, effective risk management and appropriate use of public funds. It also establishes expectations for protecting the independence and confidentiality of legal advice and managing disputes appropriately.
3. The Policy was first adopted on 12 December 2017 and was last reviewed on 19 December 2022. It is subject to a four-year review cycle and is due for review in 2026. The existing Policy is provided at Attachment 1.
4. The Responsible Officer has reviewed the Policy and confirmed that it remains contemporary, is operating effectively and requires no substantive changes.
5. The proposed amendments are limited to administrative and formatting improvements and updates to Council terminology, including replacing references to "General Manager" with "Chief Executive Officer" and "Aldermen" with "Elected Members". These amendments do not change the Policy's objectives or underlying approach to managing legal services.
6. The existing requirement for Council approval where expenditure on an individual legal matter exceeds $25,000 excluding GST is retained.
7. It is recommended that Council adopt the updated Legal Services Policy provided at Attachment 2.

Attachments

1. Legal Services Policy December 2022 [**11.5.1** - 7 pages]
2. Legal Services Policy September 2026 [**11.5.2** - 11 pages]

COUNCIL POLICY

LEGAL SERVICES

GLENORCHY CITY COUNCIL

PURPOSE

The purpose of this policy is to provide a framework for:

- the delivery of internal legal services by Council's in-house legal practitioners, and
- the engagement and use of external legal services by Council.

SCOPE

This policy applies to all employees of Council.

STRATEGIC PLAN ALIGNMENT

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

Leading Our Community

Objective 4.1 Govern in the best interests of our community

Strategy 4.1.1 Manage Council for maximum efficiency, accountability and transparency

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

Objective 4.2 Prioritise our resources to achieve our community's goals

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

RELATED DOCUMENTS

Legal Services Directive

STATUTORY REQUIREMENTS

Acts	Local Government Act 1993 Legal Profession Act 2007 Rules of Practice 1993
Regulations	*N/A*

GLENORCHY CITY COUNCIL

December 2022

Australian/International Standards	*N/A*

DEFINITIONS

Legal Services means the internal services provided by Council's Senior Legal Counsel and its legal services panel.

Model Litigant means the common law guidelines regarding how a government (including local government) should conduct itself before, during and after legal proceedings against another government agency, a company or an individual.

Practising Certificate means the certificate granted to a qualified legal practitioner by the Law Society.

POLICY STATEMENT

Background

Council provides a diverse range of local government services to the Glenorchy community and has necessary core business functions to discharge and statutory obligations to meet, including:

- regulation and enforcement
- infrastructure and service delivery
- facilities maintenance and management
- the entering into and management of contracts and commercial and non-commercial ventures
- risk management and human resource management, and
- the acquisition and disposal of property, including leasing, licensing and casual hire by commercial and not for profit organisations.

The efficient and effective provision of these services to protect the interests of Council, its assets and the community often requires legal advice and the assistance of legal support services. Legal services can be provided by legal practitioners employed by Council or by taking advice from external legal practitioners employed in law firms.

As a public body utilising public funds, Council must ensure that its use and procurement of legal services is consistent with both its statutory functions and obligations, and the expectations of the Glenorchy community and in efficiently and effectively protecting Council's interests and assets.

Objectives

The following objectives are to guide Council in its use and provision of legal services with guidance notes as to how these objectives are to be achieved.

Objective 1

To ensure that Council has access to legal advice to support appropriate decision making over the short, medium and long terms

Actions

To achieve Objective 1, Council will:

1.1 maintain an in-house legal service, led by a senior legal practitioner with appropriate qualifications, experience skill and resources to facilitate and oversee the provision of legal support within all of Council

1.2 ensure that any person employed as a legal practitioner by Council holds or is deemed to hold a current Tasmanian Legal Practising Certificate, and is otherwise appropriately skilled and qualified

1.3 establish and communicate agreed service level standards for the provision of legal services, and procedures and expectations for Council staff seeking legal advice

Objective 2

To use legal services appropriately to manage and balance the risks involved with providing local government service outcomes for the community

Actions

To achieve Objective 2, Council:

2.1 recognises that the engagement of external law firms is appropriate in situations where there is a shortage of internal legal services resources where:

- specialised advice is required
- there is a risk that obtaining internal legal advice could give rise to a conflict of interest,
- there is a temporary shortage of resources in legal services (e.g. illness, leave, or an abnormal peak in workload, the matter pertains to the General Manager's contract of employment, or
- the risk associated with legal advice and action is such that external legal support is appropriate.

2.2 will establish a directive and line of authority for the approval of requests for external legal advice, which will specifically address requests for external legal advice by the General Manager

2.3 will endeavour to ensure that all management and senior staff have appropriate knowledge of the roles and responsibilities of Council's in-house legal service and the capacity to make sound decisions in relation to when it is appropriate (and not appropriate) to seek legal advice, and

2.4 will implement procedures that clearly define the expectations and responsibilities of all staff when communicating (internally and externally) on matters which may have legal implications for Council.

2.5 will require the approval of Council where expenditure on any individual legal matter exceeds $25,000 (exc GST),

Objective 3

To actively manage Council's use of legal services to achieve the minimum cost to the community that is consistent with effective Council service provision and community expectations

Actions

To achieve Objective 3, Council will:

3.1 establish and maintain a panel of experienced external legal service providers, to be appointed through a formal procurement process, with providers to be assessed on both skills and expertise and value for money for the level of service provided (with discretion to be retained by the General Manager and the manager of the Council legal department to engage a legal service provider which is not on the panel)

3.2 subject to direction by the General Manager, only refer matters to external legal services in the circumstances specified in Action 2.1

3.3 actively monitor Council's expenditure on external legal services and ensure that appropriate corporate reporting data is available to the elected body of Aldermen and internal decision makers

3.4 balance the cost of engaging external legal services against the potential financial and regulatory consequences for Council of not obtaining appropriate and timely legal advice

Objective 4

To protect the integrity of Council's legal advice from conflicts of interest, loss of privilege and by ensuring the confidentiality of legal advice

Actions

To achieve Objective 4, Council:

4.1 adopts the Glenorchy City Council In-House Legal Services Independence Statement which is Attachment 1 to this policy

4.2 directs that any advice required to assist Council in matters pertaining to the General Manager's contract of employment be obtained from independent external lawyers

4.3 will implement procedures and delegations to clarify the roles and responsibilities of decision makers in respect to legal matters (which recognise and protect the independence of Council's in-house legal team and the duties of legal practitioners), and

4.4 will ensure that the confidentiality and integrity of sensitive legal information is maintained in accordance with all legal, fiduciary and ethical obligations.

Objective 5

To minimise the impact of avoidable disputation by promoting, where appropriate, early dialogue and alternative dispute resolution as an alternative to formal legal action

Actions

To achieve Objective 5, Council will:

5.1 only commence formal litigation where Council has considered other forms of dispute resolution and the public interest.

5.2 consider the interests of the Glenorchy community before initiating legal proceedings.

GLENORCHY CITY COUNCIL

December 2022

Objective 6

To comply with Council's obligation to act as a model litigant

Actions

6.1 Council will conduct itself as a model litigant in any proceedings in which it is involved. Council's conduct as a model litigant may include:

- dealing with claims promptly;
- minimising delay in proceedings;
- making an early assessment of the prospects of success and potential liability in claims;
- paying legitimate claims (that have been substantiated with appropriate evidence) without commencing litigation;
- acting consistently in the handling of claims and litigation;
- endeavouring to avoid, prevent or limit the scope of litigation and participating in alternative dispute resolution where appropriate;
- minimising costs in proceedings;
- not taking unfair advantage of a claimant who lacks the resources to litigate a legitimate claim; and
- taking a high moral and ethical stance while also protecting Council's interests.

Legal Services Directive

This policy is to be supported by a legal services directive which set out prescriptive procedures and requirements that will be adopted to seek to achieve the objectives.

Council may combine any actions arising from this policy into a single legal services directive, or into multiple legal services directives that address separate policy areas, as appropriate.

DOCUMENT CONTROL

Version:	3.0	**Adopted**	19 December 2022	**Commencement Date**	20 December 2022
Minutes Reference	Item 14			**Review Period**	4 Years from adoption
Previous Versions:	v 1.0 adopted 12 December 2017 (Council meeting, Item 11) v 2.0 adopted 25 March 2019 (Council meeting, Item 21)				
Responsible Directorate	Corporate Services		**Controller:**	Manager People & Governance	
ECM Document No.:	Policies by Directorate				

GLENORCHY CITY COUNCIL

December 2022

ATTACHMENT 1

Glenorchy City Council In-House Legal Services Independence Statement

Council's employed lawyers must ensure that the advice they provide is objective and impartial in compliance with the professional obligations of practitioners of the legal profession in Tasmania.

In particular, Council's employed lawyers must be entitled to practice as a legal practitioner in Tasmania, subject to and in compliance with the Legal Profession Act 2007 and a range of imposed conditions including (but not limited to):

- individual lawyers can only engage in providing in-house legal services to Council, subject to any other conditions issued by the Law Society of Tasmania, and
- individual lawyers must undertake continuing professional development in compliance with relevant Law Society practice directives and legal requirements

The following statements highlight the characteristics of the independence of Council's employed lawyers to the rest of the organisation:

- Council's legal services will be provided in an independent and professional manner in accordance with each individual lawyer's responsibilities as an officer of the Court or Courts in which they are admitted to practice and the laws, regulations and professional rules applying to legal practitioners in Australia.
- The professional duties of Council's employed lawyers may take precedence over their duties to Council or individuals within Council. Their legal and ethical obligations must be observed and performed, including the duty to avoid conflicts and to not participate in or allow conduct or actions which may not be in accordance with legal or ethical requirements.
- The primary role of Council's employed lawyers is to provide legal advice, as opposed to commercial advice. Council's employed lawyers may provide commercial advice in an advisory capacity, provided it does not, in their reasonable opinion, conflict with their ability to provide impartial and unbiased legal advice. This distinction will be clearly understood where a lawyer is providing legal advice to assist the Council in making a commercial assessment of a particular matter.
- Council's Aldermen, management or staff must not seek to inappropriately influence the proper exercise of the independent professional judgment of any Council employed lawyer.
- If any Council employed lawyer forms the view that their ability to provide impartial legal advice has been, or may be, compromised, they should immediately inform the designated Manager of the legal department or the General Manager and, if necessary, declare a conflict of interest and refer the matter for external legal advice.
- The identity of the 'client' in each instance of provision of legal advice should be clear and for what purpose the advice is sought. The overarching fiduciary duty of a Council employed lawyer is to the Council a whole. A Council employed lawyer does not owe a duty of confidentiality on an individual basis to any individual, including an Alderman, a member of management or staff where to do so would in the reasonable opinion of that lawyer, prejudice or jeopardise the interests of Council as a whole or be reasonably determined by an

objective legal practitioner to be misleading, deceptive, unethical or unlawful. For example, a Council employed lawyer cannot provide personal advice to any individual including an Alderman, or a member of management or staff where that advice conflicts with the broader interest of Council and the Glenorchy Community or is unlawful or hides or deprives critical information or advice that ought to be known by a wider audience than the individual whom the information or advice has been provided to or requested.

- Provided they have acted competently and in good faith, a Council employed lawyer cannot face disciplinary action where they have acted in accordance with their legal and ethical obligations, even where their decision or conduct is not in favour of Council as a whole or is not in alignment with the request or instruction of an individual person, Alderman, member of management or staff.
- The importance of maintaining and not waiving legal professional privilege is paramount to the interests of Council. There may be situations where a Council employed lawyer can only provide legal advice or information to certain individuals and within certain contexts within Council, (for example the General Manager or to Council in a closed session) so as not to compromise Council's position or rights.
- Where a Council employed lawyer performs both legal and non-legal roles those roles must be clearly delineated and the distinction identified where appropriate in relevant communications.
- Nothing limits, waives, or reduces the obligations of a Council employed lawyer in relation to their professional and ethical obligations as an officer of the Court and as a legal practitioner pursuant to the Legal Profession Act 2007 and Rules of Practice 1994, or any national legislation or rules or other equivalent or replacement legislation, code, regulation, rules or requirement.

COUNCIL POLICY

Glenorchy City Council

Legal Services

1. Purpose

The purpose of this policy is to provide a framework for:

- the delivery of internal legal services by Council's in-house legal practitioners, and
- the engagement and use of external legal services by Council.

2. Scope

This policy applies to all employees of Council.

3. Related Documents

Legal Services Directive

4. Statutory Requirements

Acts	*Local Government Act 1993* *Legal Profession Act 2007* *Rules of Practice 1993*
Regulations	Not applicable
Australian/ International Standards	Not applicable

COUNCIL POLICY

Glenorchy City Council

5. Definitions

Legal Services means the internal services provided by Council's Senior Legal Counsel and its legal services panel.

Model Litigant means the common law guidelines regarding how a government (including local government) should conduct itself before, during and after legal proceedings against another government agency, a company or an individual.

Practising Certificate means the certificate granted to a qualified legal practitioner by the Law Society

6. Policy Statement

1. Background

Council provides a diverse range of local government services to the Glenorchy community and has necessary core business functions to discharge and statutory obligations to meet, including:

- regulation and enforcement
- infrastructure and service delivery
- facilities maintenance and management
- the entering into and management of contracts and commercial and non-commercial ventures
- risk management and human resource management, and
- the acquisition and disposal of property, including leasing, licensing and casual hire by commercial and not for profit organisations.

The efficient and effective provision of these services to protect the interests of Council, its assets and the community often requires legal advice and the assistance of legal support services. Legal services can be provided by legal practitioners employed by Council or by taking advice from external legal practitioners employed in law firms.

COUNCIL POLICY

Glenorchy City Council

As a public body utilising public funds, Council must ensure that its use and procurement of legal services is consistent with both its statutory functions and obligations, and the expectations of the Glenorchy community and in efficiently and effectively protecting Council's interests and assets.

2. Objectives

The following objectives are to guide Council in its use and provision of legal services with guidance notes as to how these objectives are to be achieved.

Objective 1

To ensure that Council has access to legal advice to support appropriate decision making over the short, medium and long terms.

Actions

To achieve Objective 1, Council will:

1.1 maintain an in-house legal service, led by a senior legal practitioner with appropriate qualifications, experience skill and resources to facilitate and oversee the provision of legal support within all of Council

1.2 ensure that any person employed as a legal practitioner by Council holds or is deemed to hold a current Tasmanian Legal Practising Certificate, and is otherwise appropriately skilled and qualified, and

1.3 establish and communicate agreed service level standards for the provision of legal services, and procedures and expectations for Council staff seeking legal advice.

COUNCIL POLICY

Glenorchy City Council

Objective 2

To use legal services appropriately to manage and balance the risks involved with providing local government service outcomes for the community.

Actions

To achieve Objective 2, Council:

2.1 recognises that the engagement of external law firms is appropriate in situations where there is a shortage of internal legal services resources where:

- specialised advice is required
- there is a risk that obtaining internal legal advice could give rise to a conflict of interest
- there is a temporary shortage of resources in legal services (e.g. illness, leave, or an abnormal peak in workload, the matter pertains to the chief executive officer's (CEO) contract of employment, or
- the risk associated with legal advice and action is such that external legal support is appropriate.

2.2 will establish a directive and line of authority for the approval of requests for external legal advice, which will specifically address requests for external legal advice by the chief executive officer

2.3 will endeavour to ensure that all management and senior staff have appropriate knowledge of the roles and responsibilities of Council's in-house legal service and the capacity to make sound decisions in relation to when it is appropriate (and not appropriate) to seek legal advice

2.4 will implement procedures that clearly define the expectations and responsibilities of all staff when communicating (internally and externally) on matters which may have legal implications for Council, and

2.5 will require the approval of Council where expenditure on any individual legal matter

COUNCIL POLICY

exceeds $25,000 (exc GST).

Objective 3

To actively manage Council's use of legal services to achieve the minimum cost to the community that is consistent with effective Council service provision and community expectations.

Actions

To achieve Objective 3, Council will:

3.1 establish and maintain a panel of experienced external legal service providers, to be appointed through a formal procurement process, with providers to be assessed on both skills and expertise and value for money for the level of service provided (with discretion to be retained by the CEO and the manager of the Council legal department to engage a legal service provider which is not on the panel)

3.2 subject to direction by the CEO only refer matters to external legal services in the circumstances specified in Action 2.1

3.3 actively monitor Council's expenditure on external legal services and ensure that appropriate corporate reporting data is available to the elected body of Aldermen and internal decision makers

3.4 balance the cost of engaging external legal services against the potential financial and regulatory consequences for Council of not obtaining appropriate and timely legal advice.

COUNCIL POLICY

Glenorchy City Council

Objective 4

To protect the integrity of Council's legal advice from conflicts of interest, loss of privilege and by ensuring the confidentiality of legal advice.

Actions

To achieve Objective 4, Council:

4.1 adopts the Glenorchy City Council In-House Legal Services Independence Statement which is **Attachment 1** to this policy

4.2 directs that any advice required to assist Council in matters pertaining to the CEO's contract of employment be obtained from independent external lawyers

4.3 will implement procedures and delegations to clarify the roles and responsibilities of decision makers in respect to legal matters (which recognise and protect the independence of Council's inhouse legal team and the duties of legal practitioners), and

4.4 will ensure that the confidentiality and integrity of sensitive legal information is maintained in accordance with all legal, fiduciary and ethical obligations.

Objective 5

To minimise the impact of avoidable disputation by promoting, where appropriate, early dialogue and alternative dispute resolution as an alternative to formal legal action.

Actions

To achieve Objective 5, Council will:

5.1 only commence formal litigation where Council has considered other forms of dispute resolution and the public interest

5.2 consider the interests of the Glenorchy community before initiating legal proceedings.

COUNCIL POLICY

Glenorchy City Council

Objective 6

To comply with Council's obligation to act as a model litigant.

Actions

6.1 Council will conduct itself as a model litigant in any proceedings in which it is involved. Council's conduct as a model litigant may include:

- dealing with claims promptly
- minimising delay in proceedings
- making an early assessment of the prospects of success and potential liability in claims
- paying legitimate claims (that have been substantiated with appropriate evidence) without commencing litigation
- acting consistently in the handling of claims and litigation
- endeavouring to avoid, prevent or limit the scope of litigation and participating in alternative dispute resolution where appropriate
- minimising costs in proceedings
- not taking unfair advantage of a claimant who lacks the resources to litigate a legitimate claim, and
- taking a high moral and ethical stance while also protecting Council's interests.

3. Legal Services Directive

This policy is to be supported by a legal services directive which set out prescriptive procedures and requirements that will be adopted to seek to achieve the objectives. Council may combine any actions arising from this policy into a single legal services directive, or into multiple legal services directives that address separate policy areas, as appropriate.

COUNCIL POLICY

Glenorchy City Council

7. Version Control

Version	V 4.0	**Adopted**	26 October 2026	**Commencement date**	27 October 2026
Minutes reference	Item			**Review period**	4 years from adoption
Previous versions	V3.0 adopted 19 December 2022 (Council meeting, Item 14) V2.0 adopted 25 March 2019 (Council meeting, Item 21) V 1.0 adopted 12 December 2017 (Council meeting, Item 11)				
Responsible Directorate	Community and Corporate Services		**Controller**	Manager Governance & Risk	
ECM Document no	Policies by Directorate				

Attachment 1

Glenorchy City Council In-House Legal Services

Independence Statement

Council's employed lawyers must ensure that the advice they provide is objective and impartial in compliance with the professional obligations of practitioners of the legal profession in Tasmania.

COUNCIL POLICY

Glenorchy City Council

In particular, Council's employed lawyers must be entitled to practice as a legal practitioner in Tasmania, subject to and in compliance with the *Legal Profession Act 2007* and a range of imposed conditions including (but not limited to):

- individual lawyers can only engage in providing in-house legal services to Council, subject to any other conditions issued by the Law Society of Tasmania, and
- individual lawyers must undertake continuing professional development in compliance with relevant Law Society practice directives and legal requirements.

The following statements highlight the characteristics of the independence of Council's employed lawyers to the rest of the organisation.

- Council's legal services will be provided in an independent and professional manner in accordance with each individual lawyer's responsibilities as an officer of the Court or Courts in which they are admitted to practice and the laws, regulations and professional rules applying to legal practitioners in Australia.
- The professional duties of Council's employed lawyers may take precedence over their duties to Council or individuals within Council. Their legal and ethical obligations must be observed and performed, including the duty to avoid conflicts and to not participate in or allow conduct or actions which may not be in accordance with legal or ethical requirements.
- The primary role of Council's employed lawyers is to provide legal advice, as opposed to commercial advice. Council's employed lawyers may provide commercial advice in an advisory capacity, provided it does not, in their reasonable opinion, conflict with their ability to provide impartial and unbiased legal advice. This distinction will be clearly understood where a lawyer is providing legal advice to assist the Council in making a commercial assessment of a particular matter.
- Council's elected members, management or staff must not seek to inappropriately influence the proper exercise of the independent professional judgment of any Council employed lawyer.

COUNCIL POLICY

Glenorchy City Council

- If any Council employed lawyer forms the view that their ability to provide impartial legal advice has been, or may be, compromised, they should immediately inform the designated Manager of the legal department or the CEO and, if necessary, declare a conflict of interest and refer the matter for external legal advice.
- The identity of the 'client' in each instance of provision of legal advice should be clear and for what purpose the advice is sought. The overarching fiduciary duty of a Council employed lawyer is to the Council a whole. A Council employed lawyer does not owe a duty of confidentiality on an individual basis to any individual, including an elected member, a member of management or staff where to do so would in the reasonable opinion of that lawyer, prejudice or jeopardise the interests of Council as a whole or be reasonably determined by an objective legal practitioner to be misleading, deceptive, unethical or unlawful. For example, a Council employed lawyer cannot provide personal advice to any individual including an elected members, or a member of management or staff where that advice conflicts with the broader interest of Council and the Glenorchy Community or is unlawful or hides or deprives critical information or advice that ought to be known by a wider audience than the individual whom the information or advice has been provided to or requested.
- Provided they have acted competently and in good faith, a Council employed lawyer cannot face disciplinary action where they have acted in accordance with their legal and ethical obligations, even where their decision or conduct is not in favour of Council as a whole or is not in alignment with the request or instruction of an individual person, elected member, member of management or staff.
- The importance of maintaining and not waiving legal professional privilege is paramount to the interests of Council. There may be situations where a Council employed lawyer can only provide legal advice or information to certain individuals and within certain contexts within Council, (for example the CEO or to Council in a closed session) so as not to compromise Council's position or rights.
- Where a Council employed lawyer performs both legal and non-legal roles those roles must be clearly delineated and the distinction identified where appropriate in relevant communications.

COUNCIL POLICY

Glenorchy City Council

- Nothing limits, waives, or reduces the obligations of a Council employed lawyer in relation to their professional and ethical obligations as an officer of the Court and as a legal practitioner pursuant to the *Legal Profession Act 2007* and *Rules of Practice 1994*, or any national legislation or rules or other equivalent or replacement legislation, code, regulation, rules or requirement.

11.6 PROCUREMENT EXEMPTION

Author: Manager Governance and Risk (Michael Jacques)
Governance Officer (Poorni Wanigasekara)

Qualified Person: Director Community and Corporate Services (Tracey Ehrlich)

File Reference: Procurement

Executive summary

In accordance with section 333B of the Local Government Act 1993, Council has adopted a Code for Tenders and Contracts (the Code).

Under the Code, a report must be prepared for Council detailing any instances where the usual public tender or quotation has not been applied. Such procurement exemptions are to be reported at the earliest ordinary Council meeting following the execution of a contract or issue of a purchase order.

This report advises Council of an approved procurement exemption under its Code for Tenders and Contracts for the continued engagement of Intertek Inform, which provides staff with access to technical standards and compliance-related documentation.

The exemption allows the service to continue for a further year at a cost of $17,044.71 excluding GST. Council has used the service since approximately 2017, with the additional term bringing the cumulative engagement value to approximately $131,384.82.

The Director Community and Corporate Services approved the exemption on 5 October 2026, on the basis that changing providers would require considerable implementation, staff training and change management, with potential additional costs and disruption to business continuity.

Council is asked to receive and note the approved exemption in accordance with the Code's reporting requirements

Recommendation

That Council:

1. RECEIVE and NOTE the approved exemption for the continued engagement of Intertek Inform for the provision of its knowledge management and reference system for a further period of one (1) year, with a total engagement value of approximately $131,384.82 (excluding GST).

Community Plan Reference	Leading Our Community We are a leader and partner that acts with integrity and upholds our community's best interests. We responsibly manage our community's resources to deliver what matters most. Transparent and accountable government.
Strategic Plan Reference	Make informed decisions that are open and transparent and in the best interests of our community. Deploy the Council's resources effectively to deliver value while being financially responsible. Manage compliance and risk in Council and our community through effective systems and processes.
Consultation / Engagement	• Director Community and Corporate Services • Manager ICT • Manager Governance and Risk • Procurement and Contracts Coordinator
Resources	There are no human resources implications.
Risk / Legal / Legislative / Reputational	As this report is recommended for receiving and noting only, no risk management issues arise. Risks around procurement are monitored and reported on a continuous basis as part of standard processes and procedures.
2026/27 Budget Allocation	Funding is provided within the approved budget.
Life of Project, Service, Initiative or (Expectancy of) Asset	The exemption is for an additional one (1) year term, following approximately ten (10) years of engagement since 2017.
2026/27 Budget Reconsideration	Not applicable
Ongoing Costs (e.g. maintenance, operational)	Not applicable
Other Funding Sources	Not applicable

Proposal in detail

1. This report advises Council of an approved exemption from the usual procurement process for the continued engagement of Intertek Inform (SAI Global Australia Pty Ltd, ABN 14 144 974 087) for a further one-year term.
2. Council has used the service since approximately 2017 to provide staff with access to Australian and international technical standards and compliance-related documentation. The platform supports a centralised standards repository, notifications of updated or withdrawn standards, and links to Council's internal technical files.
3. The additional one-year term costs $17,044.71 excluding GST, bringing the cumulative value of the engagement to approximately $131,384.82. Funding for the extension is available within the approved 2026/27 budget.
4. Council's Code for Tenders and Contracts allows an exemption for additional supplies from an existing provider, for purchases or contracts valued below $250,000, where changing providers cannot be accommodated for specified technical reasons or would cause significant disruption to business continuity or substantial duplication of costs.
5. Intertek Inform is established within Council's operations. Transitioning to another provider at this time would require implementation, configuration, staff training and change management. It could also result in duplicated licensing costs and disruption to staff access to standards and related documentation.
6. On this basis, the Manager Information Technology requested an exemption to continue the existing service for a further year. The Director Community and Corporate Services approved the exemption on 5 October 2026.
7. The Code requires approved procurement exemptions to be reported to the earliest ordinary Council meeting following execution of the contract or issue of a purchase order. This report presents the approved exemption for Council to receive and note, rather than seeking approval for the engagement.

Attachments

Nil

11.7 POLICY UPDATE: TRAFFIC CALMING POLICY

Author: Manager Assets, Engineering and Design (Dan Egodawatte)
Senior Transport Engineer (Emily Burch)

Qualified Person: Director Infrastructure and Development (Patrick Marshall)

File Reference: Policies by Directorate

Executive summary

The Traffic Calming Policy has undergone a major review to provide a clearer, more transparent and consistent framework for assessing traffic calming requests across Council's urban road network. The Traffic Calming Devices Policy was last adopted by Council in 2021 and was due for renewal following the end of its four-year review period.

The review reflects current practice within Council for assessing traffic calming requests; reflects relevant standards and Austroads guidance; and recognises that traffic calming includes a wider range of education, enforcement and engineering measures, rather than being limited to road humps and raised pedestrian crossings. It also allows all requests for traffic calming to be assessed more transparently and easily, instead of requiring a petition or several requests to be made.

The revised Policy introduces updated assessment criteria for speed and traffic volume while still considering crash history. The Policy also aligns with Council's road and footpath hierarchies and Cycling Infrastructure Plan. It incorporates the assessment procedure into the Policy and establishes a prioritisation framework based on risk, safety outcomes, strategic alignment, community feedback, deliverability and cost.

Community consultation generally supported the proposed changes and identified broader pedestrian, cycling, speeding and location-specific matters that will be managed through the appropriate Council processes.

Recommendation

That Council:

1. ADOPT the revised Traffic Calming Policy 2026 as contained in **Attachment 1**.
2. RECEIVE and NOTE the attached report on Policy Update: Traffic Calming Policy.

Community Plan Reference	Leading Our Community We responsibly manage our community's resources to deliver what matters most. Family friendly city and community.
Strategic Plan Reference	Make our city more liveable by providing and upgrading public places and facilities for people to come together. Working proactively with providers, manage the City's transport infrastructure sustainably to secure accessible, safe and reliable transport options for everyone.
Consultation / Engagement	Director Infrastructure and Development, Manager Assets, Engineering and Design, Senior Transport Engineer Community consultation through Let's Talk
Resources	The Policy will be implemented within existing staff resources.
Risk / Legal / Legislative / Reputational	Adopting the Policy: Low risk. The revised Policy provides clearer and more consistent assessment criteria, improves transparency and aligns with Council current practice, relevant standards and guidance. Not adopting the Policy: Moderate risk. Council would continue to rely on an outdated framework that does not reflect the full range of traffic calming measures, current assessment practice or Council's road, footpath and cycling network priorities. This may result in inconsistent decisions, reduced transparency and increased community dissatisfaction. Individual treatments may create safety, access, network, amenity or reputational risks if not appropriately assessed. These risks will be managed through detailed site assessment, design, consultation and prioritisation before implementation.
2026/27 Budget Allocation	Not applicable
Life of Project, Service, Initiative or (Expectancy of) Asset	Not applicable

2026/27 Budget Reconsideration	Not applicable
Ongoing Costs (e.g. maintenance, operational)	Not applicable
Other Funding Sources	Not applicable

Proposal in detail

1. The Traffic Calming Policy 2021, included in **Attachment 3** has undergone a major review to reflect current Council practice, relevant standards and Austroads guidance, and to ensure requests are assessed equally and transparently across Council's urban road network. A tracked changes version of the previous Policy is provided in **Attachment 2** and outlines the amendments made.
2. The previous Policy focused primarily on traffic calming in local streets, particularly the use of road humps and raised pedestrian crossings. Its assessment criteria considered the 85th percentile speed to be 10 km/h above the posted speed limit. The review was undertaken to recognise the broader range of traffic calming responses available and to align the Policy with Council's road and footpath hierarchies and Cycling Infrastructure Plan.
3. The revised Policy applies to all urban roads and sets criteria for determining when a traffic calming request should proceed to detailed assessment. The new criteria include the 85th percentile speed being 10 per cent above the posted speed limit, traffic volume thresholds based on road function, alignment with Council's transport networks, and the crash history that may be addressed through traffic calming.
4. The investigation procedure has been incorporated into the Policy to improve transparency. An initial investigation will determine whether the Policy criteria are met or whether another road safety issue should be addressed through a different process. Meeting the traffic calming criteria does not automatically result in a physical traffic calming device being installed.
5. Where the criteria are met, Council officers will undertake a detailed site assessment to determine the most appropriate response. This may include education, often undertaken by the State Government, enforcement by Tasmania Police, or engineering physical measures such as signage, line marking, traffic islands, kerb extensions, raised crossings, road humps, chicanes or roundabouts.
6. The detailed assessment will consider the extent of the speed, traffic volume, pedestrian, cyclist or crash issue, what can physically be delivered, expected safety improvement, impacts on the wider road network, alignment with Council's road, footpath and cycling networks, cost, constructability and community acceptance.

7. Eligible projects will be prioritised according to risk, safety outcomes, strategic alignment, community feedback, deliverability and cost. Projects may be delivered through Council's capital works program, State and Federal grant funding opportunities, subject to available funding and competing priorities.
8. Community consultation was undertaken through Council's community engagement platform, *Let's Talk, Glenorchy*, in August 2026. The consultation page received 403 visits, including 133 informed visits, with feedback received through 29 survey responses, 13 quick poll responses and one written submission. The survey indicated overall support for the draft Policy and the proposed changes to the speed threshold, traffic volume criteria, available measures and project prioritisation approach.
9. Overall, 72% of survey respondents supported the draft Policy, compared with 14% per cent who opposed it. Support was strongest for retaining a broad range of traffic calming measures and prioritising projects according to safety risk and outcomes. Responses to the proposed speed and traffic volume thresholds were more mixed, with some respondents preferring a more cautious approach in lower-speed or high-activity areas. A detailed report of the consultation feedback generated from Let's Talk platform is provided in **Attachment 4**.
10. Consultation also raised broader matters relating to pedestrian safety, cycling connections, speed enforcement, road design, heavy vehicles (i.e. emergency vehicles and buses) and rural roads. These matters are addressed in the policy's scope, criteria and assessment process or referred through to relevant authorities. Three site specific road locations were requested for traffic calming and will be referred for review with response back to resident.
11. Following adoption, the revised Policy will allow all requests to be assessed equally and fairly, with set criteria for when traffic calming measures are to be future investigated. The Policy then sets out the assessment process and prioritisation of future projects, noting projects will remain subject to funding and Council's capital planning processes.

Attachments

1. Proposed Traffic Calming Policy 2026 - Clean version [**11.7.1** - 10 pages]
2. Traffic calming current policy (2021) updated - Track changed version [**11.7.2** - 11 pages]
3. Traffic- Calming- Devices- Policy-2021 [**11.7.3** - 4 pages]
4. Let's Talk platform Consultation feedback report on Traffic Calming Policy [**11.7.4** - 9 pages]

COUNCIL POLICY

TRAFFIC CALMING

1. Purpose

This policy provides clarity and consistency around the installation of traffic calming devices on roads under the care, control and management of Council, and reinforces the requirement to comply with the relevant Acts and Guidelines.

2. Scope

This policy applies specific criteria for traffic calming measures to be considered on roads under the care, control and management of Council. Traffic calming aims to reduce traffic speeds and volumes on our roads.

It does not apply to other safety improvements on the road, footpath and cycling networks, such as guard rails and parking restrictions at intersections. These improvements are considered and delivered outside this policy.

3. Related Documents

- Footpath Policy
- Asset Management Plan
- Glenorchy Cycling Infrastructure Plan
- Community Engagement Policy
- Austroads Guide to Traffic Management including Part 8: Local Street Management

4. Statutory Requirements

Acts	Traffic Act 1925 Sections 49 and 59 Local Government (Highways) Act 1982 Local Government Act 1993
Regulations	Transport Commission Directions – Delegation to Councils for Traffic Controls and Signage

COUNCIL POLICY

Australian/ International Standards	Australian Standard AS1742.13: Local Area Traffic Management Australian Standard AS1742.2 Traffic Control Devices General Use

5. Definitions

85th percentile speed means the speed at which 85% of vehicles are traveling at or below.

crash data means that obtained from the Tasmanian Police records over the past 5 years. Although not all crashes are reported to the Police, it gives us an indication of what is occurring on the network.

footpath hierarchy means the functional hierarchy of footpaths under the care, control and management of Council, as set out in our footpath policy.

Policy means this Policy

road hierarchy means the functional hierarchy of roads under the care, control and management of Council, as set out in our asset management plan.

traffic calming means the use of measures including education, enforcement and engineering, to reduce traffic speeds and volumes, along with improving the safety of our roads. Many physical traffic calming devices have and continue to be implemented including roundabouts, traffic islands, raised crossings and road humps.

traffic data means data collected from traffic counters that are placed on our roads by Council for over a week that collect the speed, volume and type of every vehicle.

urban road means roads that are within zones set out in the Tasmanian Planning Scheme that are not rural, low density residential, landscape conservation or environmental management.

6. Policy Statement

Council is committed to ensuring that any traffic-related concerns are assessed consistently and that appropriate measures are implemented equitably, while providing a safe road environment for all road users. A safe road environment creates an active, inclusive, healthy and vibrant place for Glenorchy residents to live and work.

COUNCIL POLICY

Traffic Calming Measures

There are three main categories of traffic calming measures:

- **Education:** typically occurs on a statewide basis and comes from the Tasmanian Government such as advertising campaigns like 'Your Speed is Our Safety'.
- **Enforcement:** the monitoring and prosecution of inappropriate behaviour, such as hooning, which is the responsibility of Tasmania Police.
- **Engineering Devices:** physical alterations to the road environment to make it safer, reduce speeds and/or volumes, with the aim of encouraging drivers to change their behaviour. Physical devices are generally initiated by Council on our roads.

This Policy sets out the criteria in which traffic calming measures will be investigated and assessed to determine the most appropriate measure. In some cases, the most appropriate response may be Police enforcement rather than physical traffic calming devices.

Traffic concerns are often raised by the community, and this Policy sets out the criteria for such matters to be assessed. Additionally, Council officers undertake annual reviews of the network to ensure that it is operating effectively and safely.

Traffic Calming Devices

There are a variety of traffic calming devices that can be used at both intersections and mid-block locations. The most common devices and their primary benefits as described in Austroads Guide to Traffic Management Part 8: Local Street Management are outlined in the table below.

COUNCIL POLICY

Table 1 – Common Traffic Calming Devices

Measures		Reduce Speeds	Reduce Traffic Volume	Reduce Crash Risk	Increase Pedestrian Safety	Increase Bicycle Safety
Vertical Deflection	Road Humps	✓	✓	✓	-	-
	Road Cushion	✓	✓	✓	-	✓
	Wombat Crossings	✓	✓	✓	✓	✓
	Raised Pavement	✓	✓	✓	-	✓
Horizontal Deflection	Kerb Extensions	✓	-	-	✓	-
	Centre Blister Island	✓	✓	-	✓	✓
	Mid-block Median Treatment	✓	-	✓	✓	✓
	Roundabout	✓	✓	✓	-	-
Diversion	Full Road Closure	-	✓	✓	✓	✓
	Left in and Left Out Islands	-	✓	✓	✓	✓
Signs, Line Marking and Other	Speed Limit sign such as school zone	✓	-	✓	✓	✓
	Give Way or Stop Sign at Intersection	✓	✓	✓	✓	✓
	Pavement Bars and Line Marking	✓	-	✓	-	-
	Bicycle Facilities	-	-	✓	-	✓

While traffic calming devices can be very effective, some of them can be very divisive. They may also transfer problems to other streets and need strong justification to be put in place. An example is road humps that reduce vehicle speeds and often volume, but may:

- reduce on-street parking
- increase vehicle noise through heavy braking and accelerating
- affect access for emergency vehicles, buses and commercial vehicles
- divert traffic to nearby streets without traffic calming devices

COUNCIL POLICY

Austroads provides guidance on the advantages/disadvantages and application of each device to address specific problems. Choosing the right measure requires a detailed assessment by Council's transport team. This policy sets out the criteria for when this assessment should be undertaken.

Traffic Calming Criteria

Traffic calming devices are generally designed for urban environments where pedestrian activity, intersections and access points are more frequent. Rural road safety issues are generally managed through speed limits, geometry improvements and warning signs.

Traffic calming measures are designed to reduce speeds and volumes. Where the criteria are not met, Council may still investigate other road safety concerns and identify alternative treatments such as guard rail, parking changes, warning signs or line marking improvements.

Council's transport team will undertake a preliminary assessment against the following criteria:

The road is in an urban area and if one of the following is met:

(a) 85th percentile speed is 10% over the posted speed limit;

(b) Traffic volumes exceed the expected function of the road and use lower order local roads instead of collector or arterial roads, having regard to Council's road hierarchy and the following thresholds:

i. Local Link Road - above 3,000 vehicles per day

ii. Collector Road - above 10,000 vehicles per day

(c) Footpath hierarchy is category 1 (CBD Centre) or category 2 (Primary) or where there are large volumes of pedestrian traffic such as near schools;

(d) Crash data for the site shows a history of crashes that may be reduced by traffic calming measures; or

(e) Aligns with the Glenorchy Cycling Infrastructure Plan.

COUNCIL POLICY

Meeting one or more of the above criteria does not guarantee installation of traffic calming devices. It triggers a structured assessment by Council officers in accordance with this Policy to determine the most suitable treatment.

Traffic data provides information on the speed (mean and 85th percentile) and volume of vehicles on our road network. If there is no existing traffic data, then this data can be collected to inform if the traffic calming criteria are met.

Residents may continue to request traffic calming investigations. Council officers will assess each request against the Policy to ensure a consistent approach across the municipality.

Unlawful Driver Behaviour - Police Enforcement

Traffic calming devices are not installed as a primary response to unlawful driver behaviour, including hooning or minority of drivers going over the speed limit. These matters are the responsibility of Tasmania Police, who have the legislative authority to enforce road rules.

Incidences of unlawful driver behaviour should be reported directly to the Police on phone number 131444. While the Police may not be able to respond directly, regular reporting allows the Police to understand the extent of the problem and consider what they can do, including confiscating vehicles.

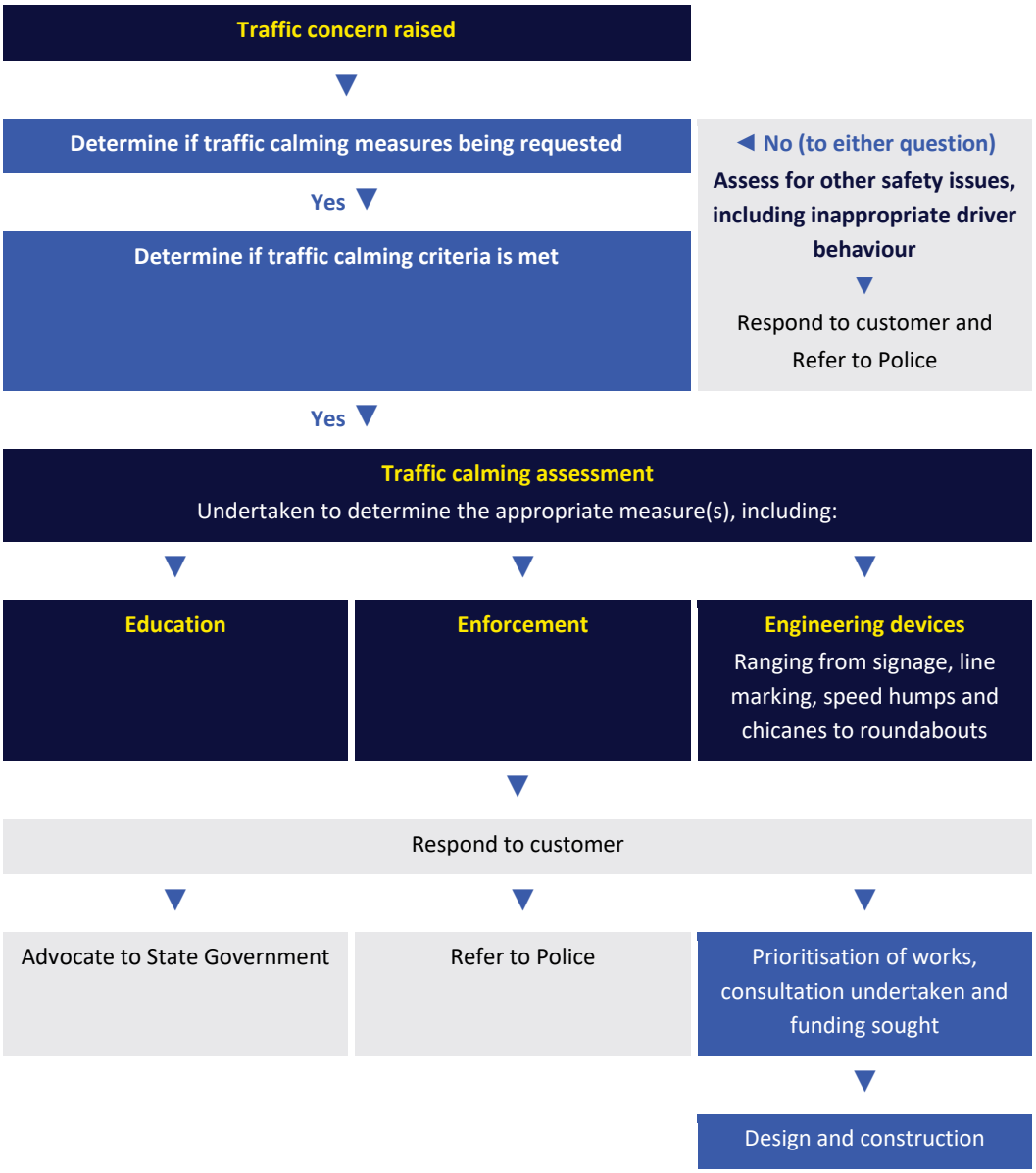
Installation of traffic calming devices to address driver behaviour, may move the issue to other streets and does not address the root cause.

7. Traffic Calming Assessment Process

The flow chart below summarises the steps for assessing traffic calming measure requests and should be read in conjunction with the Policy.

COUNCIL POLICY

Figure 1 – Traffic Calming Assessment Process



COUNCIL POLICY

Traffic Calming Assessment

A traffic calming assessment will be undertaken in accordance with the Standards and Austroads Guides. It involves more site-specific items that are considered such as:

- Amount over the 85th percentile speed;
- Volume of vehicles using the street;
- Pedestrians and vulnerable road users;
- Crash data and potential hazards;
- Geometry of road including width, slope and corners;
- Sight lines and turn movements;
- Location of driveway accesses and intersections;
- Impact on street parking;
- Compatibility with bus and freight routes;
- Diversion of traffic onto other streets;
- Road and footpath hierarchy;
- Alignment with cycling routes; and
- Community acceptance.

The measure chosen is based on the extent of the issue, safety benefit, what can physically be undertaken, effect on road networks, alignment with road, footpath and cycling network, and community acceptance.

Additionally, the type of measure proposed needs to consider the design and construction cost, together with the overall benefit to the whole community, as Council resources are limited. In some cases, the traffic calming measure might be Police enforcement and in others, traffic calming devices.

Delivery of traffic calming projects is subject to available funding through Council's capital works program and, where applicable, external grant programs from the State and Federal Governments.

COUNCIL POLICY

Prioritisation of Traffic Calming Devices

The assessment and prioritisation of traffic calming devices will be based on:

- Demonstrated safety risk, including crash frequency and severity;
- Degree of speed non-compliance;
- Exposure of vulnerable road users;
- Safety improvement to all road users;
- Strategic alignment with Council plans and network function;
- Deliverability, including funding availability and constructability.

Decision Making Framework

Decisions regarding traffic calming devices will be made in accordance with Council's financial and governance delegations, being:

- Minor treatments (e.g. signage and line marking) may be approved under delegated authority;
- Capital works involving changes to the road and footpath will require inclusion in Council's budget or capital works program;
- Proposals with significant community impact, cost, or strategic importance may be referred to Council for decision.

Where required, a business case will be prepared that outlines:

- the problem;
- assessment findings;
- recommended treatment;
- estimated cost and funding options;
- community feedback.

Community consultation for works will be undertaken in line with Council's policies and directives, with input from Council's Community and Engagement team.

COUNCIL POLICY

8. Version Control

Version	V 3.0	**Adopted**	2026	**Commencement date**	2026
Minutes reference	Item			**Review period**	4 Years from adoption
Previous versions	v 1.0 adopted 19 December 2016 (Council meeting, Item 17) v 2.0 adopted 29 April 2019 (Council meeting, Item 12)				
Responsible Directorate	Infrastructure and Development		**Controller**	Senior Transport Engineer	
ECM Document no	Policies by Directorate				

COUNCIL POLICY

Glenorchy City Council

TRAFFIC CALMING

~~30 August 2021~~

1. Purpose

~~PURPOSE~~

This policy provides clarity and consistency around the installation of traffic calming devices on roads under the care, control and~~or~~ management of Council, and reinforces the requirement to comply with the relevant Acts and guidelines.

2. Scope

~~SCOPE~~

This policy applies to the criteria for ~~any installation (or proposed installation) of~~ traffic calming measures to be considered~~devices~~ on roads under the care, control and~~or~~ management of Council in the Glenorchy municipality. Traffic calming aims to reduce traffic speeds~~, and when, where,~~ and volumes on~~what need to be installed.~~

~~STRATEGIC PLAN ALIGNMENT~~

~~Valuing~~ our roads. ~~Environment~~
It does not apply to other safety improvements on the road, footpath and cycling networks, such as guard rails and parking restrictions at intersections. These improvements are considered and delivered outside this policy.

3. Related Documents

- Footpath Policy
- Asset Management Plan
- Glenorchy Cycling Infrastructure Plan
- Community Engagement Policy
- Austroads Guide to Traffic Management including Part 8: Local Street Management

4. Statutory Requirements

~~3.1.3 Manage the City's transport network and the associated infrastructure to promote~~

COUNCIL POLICY

Glenorchy City Council

~~sustainability, accessibility, choice, safety and amenity for all modes of transport.~~

~~STATUTORY REQUIREMENTS~~

Acts	*Traffic Act 1925* Sections 49 and 59 *Local Government (Highways) Act 1982 Local Government Act 1993*
Regulations	Transport Commission Directions – Delegation to Councils for Traffic Controls and Signage~~N/A~~
Australian/International Standards	~~*Austroads Guide to Traffic Management – Part 8: Local Area Traffic Management*~~ *Australian Standard AS1742.13: Local Area Traffic management* Australian Standard AS1742.2 Traffic Control Devices General Use

5. Definitions

~~DEFINITIONS~~

Traffic Calming means the use of ~~physical design and other~~ measures including education, enforcement and engineering, to ~~improve safety for motorists, pedestrians and cyclists. It aims to encourage safer, more responsible driving and potentially~~ reduce traffic speeds and volumes, along with improving the safety of our roads. ~~flow.~~ Many physical traffic calming devices have ~~been developed~~ and continue to be implemented including roundabouts, traffic islands, raised crossings and road humps.

Traffic Data means data collected from traffic counters that are placed on our roads by Council for over a week that collect the speed, volume and type of every vehicle.

Road Hierarchy means the functional hierarchy of roads under the care, control and management of Council, as set out in our asset management plan.

Footpath Hierarchy means the functional hierarchy of footpaths under the care, control and management of Council, as set out in our footpath policy.

85th Percentile Speed means the speed at which 85% of vehicles are traveling at or below.

Crash Data means that obtained from the Tasmanian Police records over the past 5 years. Although not all crashes are reported to the Police, it gives us an indication of what is occurring on the network.

Urban Road means roads that are within zones set out in the Tasmanian Planning Scheme that are not rural, low density residential, landscape conservation or environmental management.

6. Traffic Calming Assessment Process

COUNCIL POLICY

Glenorchy City Council

The flow chart below summaries the steps for traffic calming measure requests and should be read in conjunction with the Policy.

Figure 1 – Traffic Calming Assessment Process

~~, including raised pedestrian crossing and road humps.~~

~~**Raised Pedestrian Crossing** means raised pedestrian crossing (also known as pedestrian tabletop or wombat crossing) is a type of traffic calming devices, where the road ramps up to meet the level of footpath for the purpose of lowering vehicle speeds and providing level access for pedestrians. Raised pedestrian crossings are most commonly used in high pedestrian low speed traffic areas.~~

~~**Road Humps** means A section of raised pavement constructed or placed in or on, and across or partly across, a road to restrict the speed of vehicles along that road defined under Section 49(1) of the Traffic Act 1925.In generally, road hump (also known as speed hump), is a speed reduction device in the form of a raised curved or raised flat top profile extending across the roadway. Note that it is primarily intended to lower average traffic speeds, reduce the number and severity of crashes and, in some cases, lower the volume of through traffic.~~

~~**Hooning** means Hoon-like behaviour or Hooning includes reckless or dangerous driving, street racing or time trials, making unnecessary and unreasonable noise, an exhibition of speed, acceleration or loss of traction, speed at or in excess of 45km/h over the speed limit, driving while disqualified, evading police under the Police Powers Act 2000, trespassing on the property of another with a vehicle or refusing to leave an area or returning to an area after being told by police officers to leave.~~

GLENORCHY CITY COUNCIL

30 August 2021

~~POLICY STATEMENT~~

1. ~~To create a safe, inclusive, active, healthy and vibrant place for Glenorchy residents to live and work, Council is committed to providing a safe road environment that is suitable for all road users and endeavoring to ensure that any traffic-related complaints or concerns are properly assessed and addressed wherever feasible and practical.~~

2. ~~Council will develop and use an investigation procedure to identify whether traffic calming devices, such as road humps or raised pedestrian crossings, are required, in accordance with the requirements set out in this policy.~~

3. ~~Council will investigate whether the installation of traffic calming devices (e.g. road humps, speed cushions, raised pedestrian crossing, etc.) on a street is desirable in the following circumstances:~~

(a) ~~where a preliminary investigation by Council officers indicates traffic calming devices may improve road safety on the street (e.g. speed reduction, likely accident reduction)~~

(b) ~~where, over an extended period, a number of residents from the same street have requested that traffic calming devices be installed or have complained about speeding related issues, or~~

(c) ~~where a letter or petition2 is submitted to Council and signed by the majority of the residents of the same street requesting that traffic calming devices be installed. A letter or petition requesting the installation of traffic calming devices should state clearly and concisely that the residents, who agree with the installation of traffic calming devices on the street, understand the purpose of the request and in the knowledge that a traffic calming device may be placed on the road adjacent to their residence once the request or the petition is accepted by Council.~~

4. ~~Council will proceed with an investigation in accordance with relevant Acts and Australian Standards. However, where any of the following conditions exist, Council will not be required to undertake an investigation:~~

(a) ~~the road is classified either as a collector or arterial road~~

(b) ~~the road is less than 160m in length~~

(c) ~~the speed limit is more than 50km/h~~

(d) ~~the road has an average grade of more than 5%~~

(e) ~~the 85th percentile speed is within 10km/hr of the posted speed limit, or~~

(f) ~~the issue is related to hoon-like behaviours or hooning which is a police matter and as such will be referred to the Tasmanian Police.~~

5. ~~Council officers make exceptions to the exemptions listed in paragraph 4 where:~~

(a) ~~sites are within defined CBD areas, including Glenorchy, Moonah and Claremont CBDs, where large volume of pedestrian traffic is observed~~

(b) ~~crash data for the site suggests a history of crashes that may be reduced by the installation of road humps or raised pedestrian crossing, or~~

(c) ~~the subject road has a higher than normal incidence of unprotected road users such as pedestrians, cyclists or school children or the street width and/or proximity of dwellings to street frontage are such that there may be substantial benefit from the installation of road humps or raised pedestrian crossings.~~

6. ~~The investigation will assess the social, technical, and cost implications of any installation and alternatives to manage concerns raised by the community. Together with the feedback received during the community engagement period, a business case will be presented at a Council meeting for a decision. The agenda item will include any budget requirements and a time frame for installation. All residents in the street will be notified of Councils decision.~~

7. The General Manager or Council may request a business case be presented to Council where a section of road may not meet the criteria set out in paragraph 4 but may deem that it is in the public interest to do so.

8. Council is of the view that hoon-like behaviours or hooning is a police matter and will not consider the installation of traffic calming devices where the primary issue is to eliminate hoon-like behaviour or hooning.

PROCEDURES

This Policy will be supported by a traffic calming devices procedure, which will document the processes that Council officers will follow to assess whether the installation of traffic calming devices (such as road humps) at a particular location is appropriate, and to obtain the necessaryapprovals for installation to commence.

BACKGROUND

Our community demands and deserves a safe, inclusive, active, healthy and vibrant place where they can live and work. Having a safe road environment that is suitable for all the road users is very important to achieve this goal.

Council receives numerous customer requests complaining speeding, hooning or other dangerous and antisocial driving behaviour on our roads every year (average 40-50 complaints/requests received each year). It is common for residents to request that Council installs road humps, or other types of traffic calming devices, to deter such behaviours.

Traffic calming devices such as road humps are designed to lower average traffic speeds, reduce the number and severity of crashes and, in some cases, lower the volume of through traffic. Council installed a number of road humps across the municipality in the past and received mixedfeedbacks from residents and road users.

Feedback received in the past from these residents who complained about speeding or requestedroad humps was suggesting that Council need to form a policy position and to develop a consistent and practical approach in the management of road humps and other traffic calming devices.

Despite road humps having the advantage of being largely self-enforcing and creating a visual impression that an area is not intended for speeding, it is a common misconception across Australia that road humps would eliminate individual inappropriate driving behaviour and createa better road environment.

Traffic calming devices, and particularly road humps are also the most complained about devicescurrently used in Australia due to the impacts experienced in areas where these devices are installed[3]. These unpleasant impacts experienced include:

- loss of on-street parking
- increase in noise and fumes (due to accelerating/decelerating) next to the road humps
- increased glare at night from car lights and additional street lighting
- increased maintenance costs to Council due to pavement damage and line markingrenewal costs
- increase in traffic volumes in neighbouring streets
- slower access for emergency vehicles
- incompatibility with bus traffic and heavy vehicle traffic, and
- transfer of the problem elsewhere.

GLENORCHY CITY COUNCIL

30 August 2021

~~In fact, road humps are not designed to address individual inappropriate driving behaviour. In some cases, they may encourage dangers or antisocial driving behaviours and even lead to a moreserious consequence (e.g. a hooning car losing control when encountering a road hump and crashed into nearby properties).~~

~~Based on the above, careful consideration must be given by Council when investigating if the installation of traffic calming devices, including road humps, are appropriate.~~

~~This policy outlines Council's position in terms of when, where and what to investigate and installtraffic calming devices on roads under the care, control or management of Council in the Glenorchy municipality. The policy also requested a procedure to be formed to guide the investigation of whether the installation of road humps is desirable.~~

~~DOCUMENT CONTROL~~

Traffic concern raised~~Version:~~	~~3..0~~

▼

Determine if traffic calming measures being requested

◄ No (to either question)
Assess for other safety issues, including inappropriate driver behaviour
▼
Respond to customer and
Refer to Police

Yes ▼

Determine the traffic calming criteria is met

Yes ▼

Traffic calming assessment
Undertaken to determine the appropriate measure(s), including:

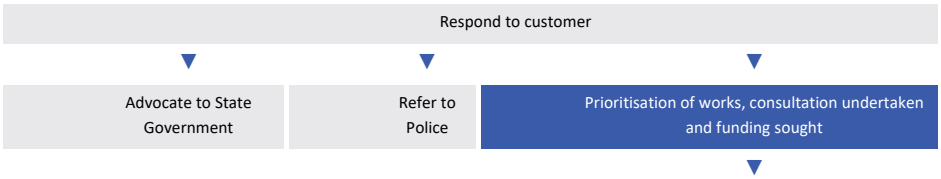
▼ ▼ ▼

Education~~Minutes Reference~~	Enforcement~~Item 17~~	**Engineering devices** Ranging from signage, line marking, speed humps and chicanes to roundabouts~~4 Years from adoption~~
▼ ~~Previous Versions:~~	~~v 1.0 adopted 19 December 2016 (Council meeting, Item 17)~~ ~~v 2.0 adopted 29 April 2019 (Council meeting, Item 12)~~	

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GLENORCHY CITY COUNCIL

30 August 2021



~~Responsible Directorate~~	~~Infrastructure and Works~~	~~Controller~~	~~Manager Engineering, Infrastructure and~~ Design and construction
~~ECM Document No:~~	~~3309492~~		

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~~1.~~7. Policy Statement

Council is committed to ensuring that any traffic-related concerns are assessed consistently and that appropriate measures are implemented equitably, while providing a safe road environment for all road users. A safe road environment creates an active, inclusive, healthy and vibrant place for Glenorchy residents to live and work.

Traffic Calming Measures

There are three main categories of traffic calming measures:

- **Education:** typically occurs on a statewide basis and comes from the Tasmanian Government such as advertising campaigns like 'Your Speed is Our Safety'.
- **Enforcement:** the monitoring and prosecution of inappropriate behaviour, such as hooning, which is the responsibility of Tasmania Police.
- **Engineering Devices:** physical alterations to the road environment to make it safer, reduce speeds and/or volumes, with the aim of encouraging drivers to change their behaviour. Physical devices are generally initiated by Council on our roads.

This Policy sets out the criteria in which traffic calming measures will be investigated and then how this assessment is undertaken to determine the most appropriate measure. In some cases, the most appropriate response may be Police enforcement rather than physical traffic calming devices traffic calming.

Traffic calming measures are often raised by the community, and this Policy sets out the criteria for such matters to be assessed further. Additionally, Council officers undertake annual reviews of the network to ensure that it is operating effectively and safely.

Traffic Calming Devices

There are a variety of traffic calming devices that can be used at both intersections and mid-block locations. The most common devices and their primary benefits as described in Austroads Guide to Traffic Management Part 8: Local Street Management are outlined in the table below.

Table 1 – Common Traffic Calming Devices

Measures		Reduce Speeds	Reduce Traffic Volume	Reduce Crash Risk	Increase Pedestrian Safety	Increase Bicycle Safety
Vertical Deflection	Road Humps	√	√	√	-	-
	Road Cushion	√	√	√	-	√
	Wombat Crossings	√	√	√	√	√
	Raised Pavement	√	√	√	-	√
Horizontal Deflection	Kerb Extensions	√	-	-	√	-
	Centre Blister Island	√	√	-	√	√
	Mid-block Median Treatment	√	-	√	√	√
	Roundabout	√	√	√	-	-
Diversion	Full Road Closure	-	√	√	√	√
	Left in and Left Out Islands	-	√	√	√	√
Signs, Line Marking and Other	Speed Limit sign such as school zone	√	-	√	√	√
	Give Way or Stop Sign at Intersection	√	√	√	√	√
	Pavement Bars and Line Marking	√	-	√	-	-
	Bicycle Facilities	-	-	√	-	√

While traffic calming devices can be very effective, some of them can be very divisive. They may also transfer problems to other streets and need strong justification to be put in place. An example is road humps that reduce vehicle speeds and often volume, but may:

reduce on-street parking

increase vehicle noise through heavy braking and accelerating

affect access for emergency vehicles, buses and commercial vehicles

divert traffic to nearby streets without traffic calming devices

Austroads provides guidance on the advantages/disadvantages and application of each device to address specific problems. Choosing the right measure requires a detailed assessment by Council's transport team. This policy sets out the criteria for when this assessment should be undertaken.

Traffic Calming Criteria

Traffic calming devices are generally designed for urban environments where pedestrian activity, intersections and access points are more frequent. Rural road safety issues are generally managed through speed limits, geometry improvements and warning signs.

Traffic calming measures are designed to reduce speeds and volumes. Where the criteria are not met, Council may still investigate other road safety concerns and identify alternative treatments such as guard rail, parking changes, warning signs or line marking improvements.

Council's transport team will undertake a preliminary assessment against the following criteria:

The road is in an urban area and if one of the following is met:

(a) 85th percentile speed is 10% over the posted speed limit;

(b) Traffic volumes exceed the expected function of the road and use lower order local roads instead of collector or arterial roads, having regard to Council's road hierarchy as per the below;

i. Local Link Road above 3,000 vehicles per day

ii. Collector Road above 10,000 vehicles per day

(c) Footpath hierarchy is category 1 (CBD Centre) or category 2 (Primary) or where there are large volumes of pedestrian traffic such as near schools;

(d) Crash data for the site shows a history of crashes that may be reduced by traffic calming measures; or

(e) Aligns with the Glenorchy Cycling Infrastructure Plan.

Meeting one or more of the above criteria does not guarantee installation of traffic calming devices. It triggers a structured assessment by Council officers in accordance with this Policy to determine the most suitable treatment which could be enforcement, or devices ranging from signage, line marking to median islands or raised pedestrian crossings.

Traffic data provides information on the speed (mean and 85th percentile) and volume of vehicles on our road network. If there is no existing traffic data, then this data can be collected to inform if the traffic calming criteria are met.

Residents may continue to request traffic calming investigations. Council officers will assess each request against the Policy, to ensure a consistent approach across the municipality.

Unlawful Driver Behaviour - Police Enforcement

Traffic calming devices are not installed as a primary response to unlawful driver behaviour, including hooning or minority of drivers

going over the speed limit. These matters are the responsibility of Tasmania Police, who have the legislative authority to enforce road rules.

Incidences of unlawful driver behaviour should be reported directly to the Police on phone number 131444. While the Police may not be able to respond directly, regular reporting allows the Police to understand the extent of the problem and consider what they can do, including confiscating vehicles. Residents are encouraged to report such incidents to the Police in the first instants.

Installation of traffic calming devices to address driver behaviour, may relocate the issue to other streets and does not address the root cause.

Traffic Calming Assessment

A traffic calming assessment will be undertaken in accordance with the Standards and Austroads Guides. It involves more site-specific items that are considered such as:

- Amount over the 85th percentile speed;
- Volume of vehicles along the street;
- Pedestrian and vulnerable road users;
- Crash data and potential hazards;
- Geometry of road including width, slope and corners;
- Sight lines and turn movements;
- Location of driveway accesses and intersections;
- Impact on street parking;
- Compatibility with bus and freight routes;
- Diversion of traffic onto other streets;
- Road and footpath hierarchy;
- Alignment with cycling routes; and
- Community acceptance.

The measure chosen is based on the extent of the issue, safety benefit, what can physically be undertaken, effect on road networks, alignment with road, footpath and cycling network, and community acceptance.

Additionally, the type of measure proposed needs to consider the design and construction cost, together with the overall benefit to the whole community, as Council has limited resources and budget. In some cases, the traffic calming measure might be Police enforcement and in others, traffic calming devices.

Delivery of traffic calming projects is subject to available funding through Council's capital works program and, where applicable, external grant programs including the Vulnerable Road User Program and Black Spot Program.

Prioritisation of Traffic Calming Devices

The assessment and prioritisation of traffic calming devices will be based on:

- Demonstrated safety risk, including crash frequency and severity;
- Degree of speed non-compliance;

- Exposure of vulnerable road users;
- Safety improvement to all road users;
- Strategic alignment with Council plans and network function;
- Deliverability, including funding availability and constructability.

Identified projects will be considered for inclusion in Council's capital works program or external funding applications.

Decision Making Framework

Decisions regarding traffic calming devices will be made in accordance with Council's financial and governance delegations, being:

- Minor treatments (e.g. signage and line marking) may be approved under delegated authority;
- Capital works involving changes to the road and footpath will require inclusion in Council's budget or capital works program;
- Proposals with significant community impact, cost, or strategic importance may be referred to Council for decision.

Where required, a business case will be prepared that outlines:

- the problem;
- assessment findings;
- recommended treatment;
- estimated cost and funding options;
- community feedback.

Community consultation for works will be undertaken in line with Council's policies and directives, with input from Council's Community and Engagement team.

~~2~~ 8. Version Control

Version		**Adopted**	2026	**Commencement date**	2026
Minutes reference	Item			**Review period**	4 Years from adoption
Previous versions	v 1.0 adopted 19 December 2016 (Council meeting, Item 17) v 2.0 adopted 29 April 2019 (Council meeting, Item 12)				
Responsible Directorate	Infrastructure and Development	**Controller**	Senior Transport Engineer		
ECM Document no	Policies by Directorate				

COUNCIL POLICY

TRAFFIC CALMING DEVICES

GLENORCHY CITY COUNCIL

PURPOSE

This policy provides clarity and consistency around the installation of traffic calming devices on roads under the care, control or management of Council, and reinforces the requirement to comply with the relevant Acts and guidelines.

SCOPE

This policy applies to any installation (or proposed installation) of traffic calming devices on roads under the care, control or management of Council in the Glenorchy municipality, and when, where, and what need to be installed.

STRATEGIC PLAN ALIGNMENT

Valuing our Environment

3.1.3 Manage the City's transport network and the associated infrastructure to promote sustainability, accessibility, choice, safety and amenity for all modes of transport.

STATUTORY REQUIREMENTS

Acts	*Traffic Act 1925* *Local Government (Highways) Act 1982 Local Government Act 1993*
Regulations	*N/A*
Australian/International Standards	*Austroads Guide to Traffic Management – Part 8: Local Area Traffic Management* *Australian Standard AS1742.13: Local Area Traffic management*

DEFINITIONS

Traffic Calming means the use of physical design and other measures to improve safety for motorists, pedestrians and cyclists. It aims to encourage safer, more responsible driving and potentially reduce traffic flow. Many traffic calming devices have been developed and implemented for traffic calming, including raised pedestrian crossing and road humps.

Raised Pedestrian Crossing means raised pedestrian crossing (also known as pedestrian tabletop or wombat crossing) is a type of traffic calming devices, where the road ramps up to meet the level of footpath for the purpose of lowering vehicle speeds and providing level access for pedestrians. Raised pedestrian crossings are most commonly used in high pedestrian low speed traffic areas.

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GLENORCHY CITY COUNCIL

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GLENORCHY CITY COUNCIL

30 August 2021

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DOCUMENT CONTROL

Version:	3..0	**Adopted**	30 August 2021	**Commencement Date**	30 August 2021
Minutes Reference	Item 17			**Review Period**	4 Years from adoption
Previous Versions:	v 1.0 adopted 19 December 2016 (Council meeting, Item 17) v 2.0 adopted 29 April 2019 (Council meeting, Item 12)				
Responsible Directorate	Infrastructure and Works		**Controller:**	Manager Engineering, Infrastructure and Design	
ECM Document No.:	3309492				

Project Report

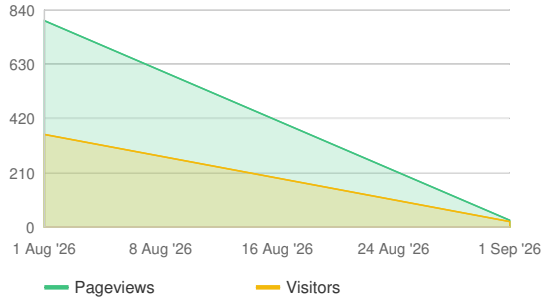
13 October 2020 - 24 September 2026

Let's Talk, Glenorchy

Traffic Calming Policy

GRANICUS

Visitors Summary



Highlights

TOTAL VISITS	MAX VISITORS PER DAY	NEW REGISTRATIONS
403	63	5

ENGAGED VISITORS	INFORMED VISITORS	AWARE VISITORS
40	133	350

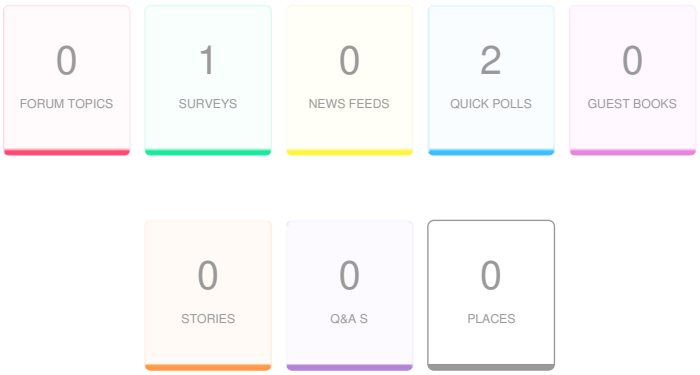
Aware Participants	350
Aware Actions Performed	Participants
Visited a Project or Tool Page	350

Informed Participants	133
Informed Actions Performed	Participants
Viewed a video	0
Viewed a photo	0
Downloaded a document	16
Visited the Key Dates page	6
Visited an FAQ list Page	20
Visited Instagram Page	0
Visited Multiple Project Pages	84
Contributed to a tool (engaged)	40

Engaged Participants	40		
Engaged Actions Performed	Registered	Unverified	Anonymous
Contributed on Forums	0	0	0
Participated in Surveys	29	0	0
Contributed to Newsfeeds	0	0	0
Participated in Quick Polls	3	0	10
Posted on Guestbooks	0	0	0
Contributed to Stories	0	0	0
Asked Questions	0	0	0
Placed Pins on Places	0	0	0
Contributed to Ideas	0	0	0

Let's Talk, Glenorchy : Summary Report for **13 October 2020** to **24 September 2026**

ENGAGEMENT TOOLS SUMMARY



Tool Type	Engagement Tool Name	Tool Status	Visitors	Contributors		
				Registered	Unverified	Anonymous
Survey Tool	Traffic Calming Policy	Archived	122	29	0	0
Quick Poll	What is your overall response to the draft Traffic Calmin...	Published	13	3	0	10
Quick Poll	Do you support the draft Traffic Calming Policy?	Draft	0	0	0	0

Let's Talk, Glenorchy : Summary Report for **13 October 2020** to **24 September 2026**

INFORMATION WIDGET SUMMARY

3	0	0	1	0
DOCUMENTS	PHOTOS	VIDEOS	FAQS	KEY DATES

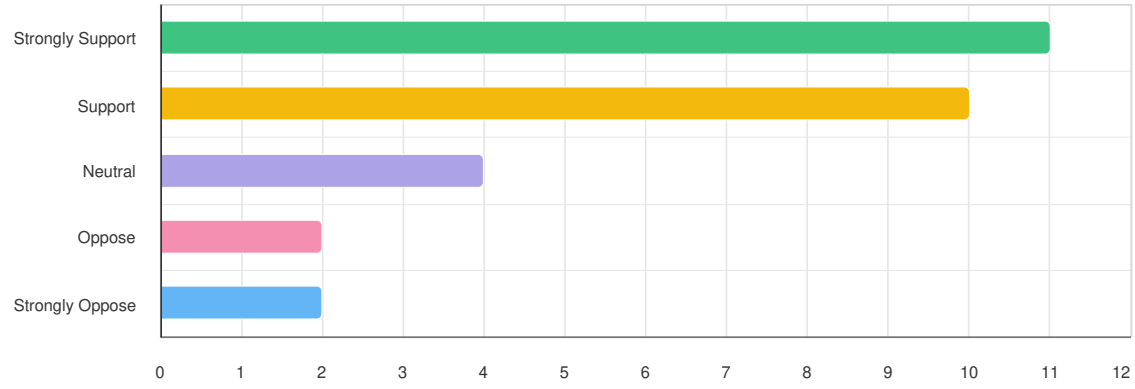
Widget Type	Engagement Tool Name	Visitors	Views/Downloads
Faqs	faqs	20	22
Document	Proposed Traffic Calming Policy 2026.pdf	14	16
Document	Traffic Calming Devices Policy.pdf	5	6
Document	Traffic Calming Devices Investigation Procedure_Final.pdf	4	4
Key Dates	Key Date	6	6

ENGAGEMENT TOOL: SURVEY TOOL

Traffic Calming Policy

Visitors 122	Contributors 29	CONTRIBUTIONS 29

Q1. What is your overall response to the draft Traffic Calming Policy?



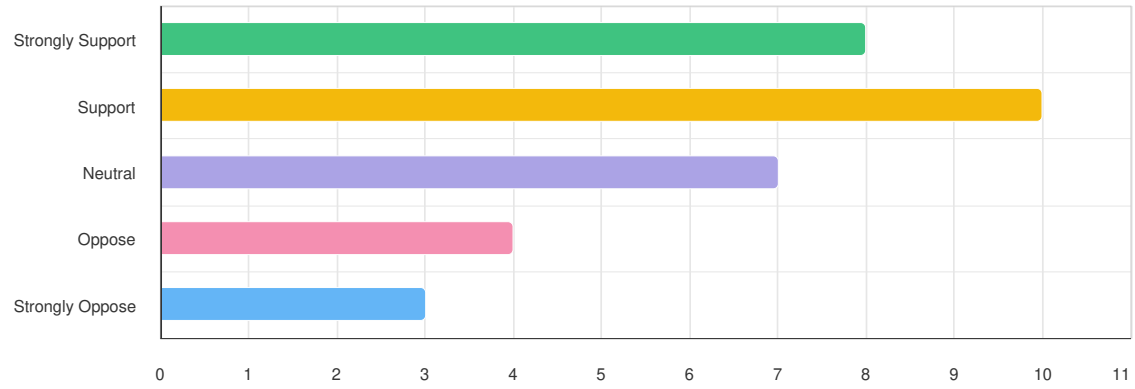
Question options	responses	%
Strongly Support	11	37.9
Support	10	34.5
Neutral	4	13.8
Oppose	2	6.9
Strongly Oppose	2	6.9

Optional question *· 29 responses · 0 skipped*

Question type *: Checkbox Question*

Let's Talk, Glenorchy : Summary Report for **13 October 2020** to **24 September 2026**

Q2. Do you support the proposed change to the speed threshold from 10 km/h to 10% above the posted speed limit?



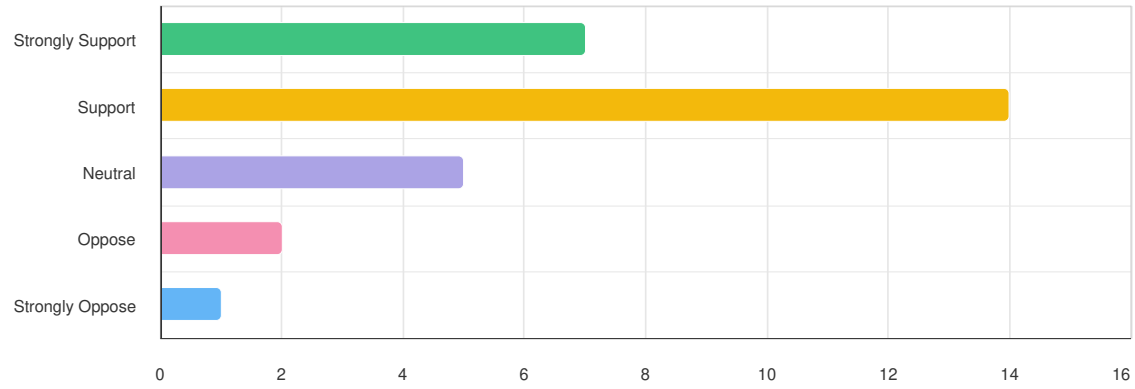
Question options	responses	%
Strongly Support	8	27.6
Support	10	34.5
Neutral	7	24.1
Oppose	4	13.8
Strongly Oppose	3	10.3

Optional question *· 29 responses · 0 skipped*

Question type *: Checkbox Question*

Let's Talk, Glenorchy : Summary Report for **13 October 2020** to **24 September 2026**

Q3. Do you support the proposed use of traffic volume thresholds as one of the criteria for assessing traffic calming requests?



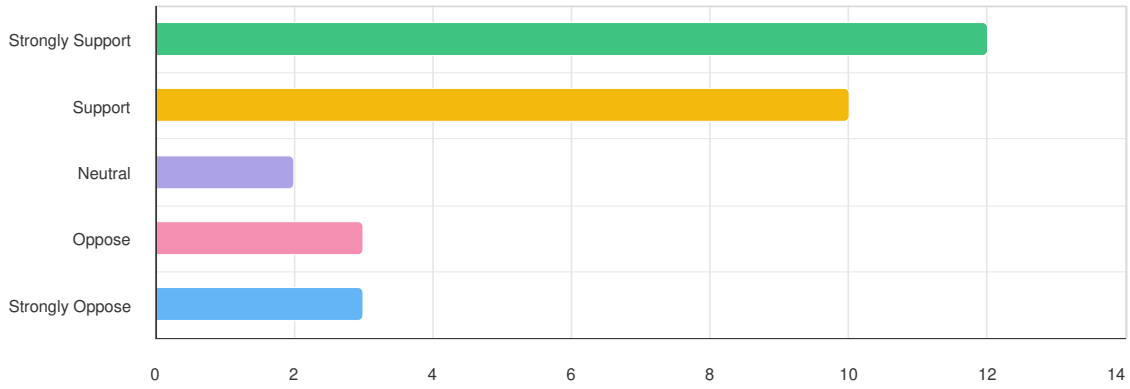
Question options	responses	%
Strongly Support	7	24.1
Support	14	48.3
Neutral	5	17.2
Oppose	2	6.9
Strongly Oppose	1	3.4

Optional question *· 29 responses · 0 skipped*

Question type *: Checkbox Question*

Let's Talk, Glenorchy : Summary Report for **13 October 2020** to **24 September 2026**

Q4. Do you support the use of all types of traffic calming measure, to reduce speeds and volumes on our urban roads?



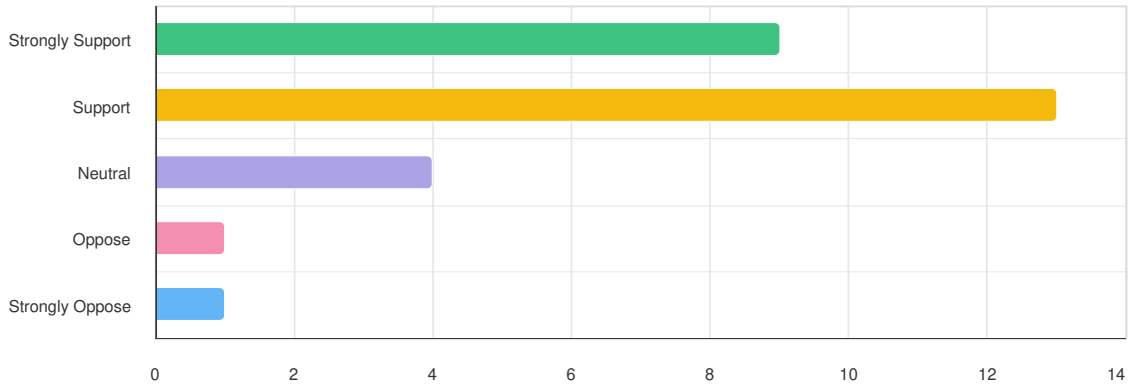
Question options	responses	%
Strongly Support	12	41.4
Support	10	34.5
Neutral	2	6.9
Oppose	3	10.3
Strongly Oppose	3	10.3

Optional question *· 29 responses · 0 skipped*

Question type *: Checkbox Question*

Let's Talk, Glenorchy : Summary Report for **13 October 2020** to **24 September 2026**

Q5. Do you support Council prioritising projects based on safety risk, safety outcomes, strategic alignment and available funding?



Question options	responses	%
Strongly Support	9	32.1
Support	13	46.4
Neutral	4	14.3
Oppose	1	3.6
Strongly Oppose	1	3.6

Optional question *· 28 responses · 1 skipped*

Question type *: Checkbox Question*

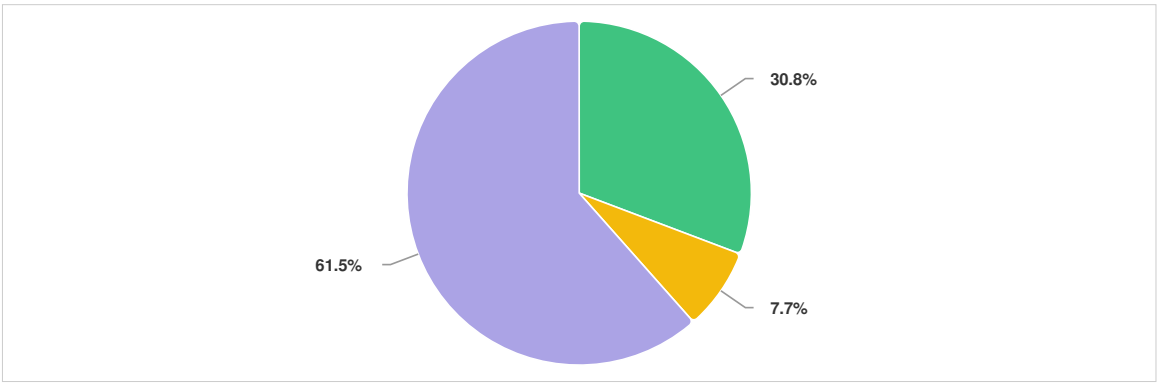
Let's Talk, Glenorchy : Summary Report for **13 October 2020** to **24 September 2026**

ENGAGEMENT TOOL: QUICK POLL

What is your overall response to the draft Traffic Calming Policy?

Visitors 13	Contributors 13	CONTRIBUTIONS 13

Q1. What is your overall response to the draft Traffic Calming Policy?



Question options	responses	%
Support	4	30.8
Netral	1	7.7
Oppose	8	61.5

13 responses · 0 skipped

***Question type** : Radio Button Question*

11.8 POLICY UPDATE: COUNCILLOR EXPENSES

Author: Acting Manager Stakeholder and Executive (Andrea Marquardt)
Governance Officer (Poorni Wanigasekara)

Qualified Person: Chief Executive Officer (Emilio Reale)

File Reference: Policies by Directorate

Executive summary

The Councillor Expenses Policy sets out the expenses, reimbursements and support available to Councillors when carrying out the duties of their office.

The Policy has been reviewed to improve clarity, consistency and accountability around reimbursement arrangements and the use of Council funds. The updated Policy provides clearer guidance on travel, dependent person care, communications and data, mobile devices, local functions, postage, training and conference attendance and other support provided to Councillors.

The Policy reflects the requirements of Schedule 5 of the *Local Government Act 1993* and section 50 of the *Local Government (General) Regulations 2025* relating to payment of expenses incurred by Councillors in carrying out their duties of office.

The review also provides greater clarity around financial limits, supporting evidence and circumstances where expenses will not be reimbursed.

Adoption of the updated Policy will provide Councillors and Council officers with clearer guidance for administering Councillor expenses and support appropriate governance, transparency and accountability in the use of Council resources.

Recommendation

That Council:

1. ADOPT the updated Councillor Expenses Policy as outlined in **Attachment 2**.

Community Plan Reference	Leading Our Community We are a leader and partner that acts with integrity and upholds our community's best interests. We responsibly manage our community's resources to deliver what matters most. Transparent and accountable government.
Strategic Plan Reference	Communicate effectively with our community and stakeholders about what Council is doing. Make informed decisions that are open and transparent and in the best interests of our community. Deploy the Council's resources effectively to deliver value while being financially responsible. Manage compliance and risk in Council and our community through effective systems and processes.
Consultation / Engagement	Chief Executive Officer Director Community and Corporate Services All Managers and Coordinators
Resources	Not applicable
Risk / Legal / Legislative / Reputational	Adopt recommendation: Provides clear guidance on eligible expenses and reimbursement requirements, supports legislative compliance, transparency and accountability, and reduces the risk of inconsistent or inappropriate claims. Do not adopt recommendation: Existing uncertainty may continue, increasing the risk of inconsistent administration of claims and associated governance and reputational impacts.
2026/27 Budget Allocation	Councillor expenses are funded through relevant Council budget allocations.
Life of Project, Service, Initiative or (Expectancy of) Asset	Not applicable
2026/27 Budget Reconsideration	Not applicable
Ongoing Costs (e.g. maintenance, operational)	Councillor expenses and reimbursements will continue to be incurred in accordance with the Policy and Council's adopted budget.

Other Funding Sources	Not applicable

Proposal in detail

1. Under Schedule 5 of the *Local government Act 1993*, Council must adopt a policy concerning payment of expenses incurred by Councillors in carrying out the duties of their office. Section 50 of the *Local Government (General) Regulations 2025* provides for reimbursement of certain reasonable expenses in accordance with the legislation and Council policy.
2. The Councillor Expenses Policy provides the framework for expenses and other support available to Councillors when carrying out their Council duties. It also supports Council's responsibility to ensure public funds are appropriately and transparently administered.
3. A copy of the Policy showing tracked changes from the current version is outlined in **Attachment 1** and a clean copy of the recommended updated policy is outlined in **Attachment 2**.
4. Key updates to the policy include:
    - clearer requirements for communications and data reimbursements and monthly allowances
    - clarification that reimbursement and an allowance cannot both be claimed for the same expense or period
    - clearer controls applying to mobile device purchases and replacement
    - prior written Chief Executive Officer approval for device purchases
    - a $2,000 aggregate limit for mobile device purchases rather than a separate $2,000 entitlement for each device
    - limiting device purchases, except where approved, to one device of each type during a rolling four (4) year period
    - clearer criteria for early replacement of devices
    - clarification of reimbursement requirements and supporting evidence, and
    - alignment with Council’s new policy format and style guide, including updated terminology from Elected members to Councillors consistent with the legislative requirements.

5. In a summary the Policy covers the following expenses and support available to Councillors:

Expense or support	Summary
Travel	Up to $2,200 (excluding GST) per financial year for eligible Council related travel.
Dependent person care	Reasonable care costs incurred while carrying out Council duties.
Communications and data	Up to $2,000 (excluding GST) per financial year, including eligible phone, internet, data and related costs. This limit does not apply to the mayor.
Mobile devices	Up to $2,000 (excluding GST) in total for approved devices during a rolling four (4) year period, paid from the communications allowance.
Stationery and printer cartridges	Eligible items paid from the communications allowance.
Local functions	Eligible costs of attending local functions as a Council representative.
Postage and administration support	Eligible postage limited administrative support and up to 500 business cards per term.
Training, conferences and seminars	Up to $10,000 (excluding GST) per term for registration. Related travel, accommodation and meals are paid separately.
Mayor's additional conference entitlement	Up to an additional $5,000 (excluding GST) per term after the mayor's ordinary training entitlement has been used.
Induction and LGAT training	Induction for newly elected Councillors and access to relevant LGAT training opportunities.

Attachments

1. Elected Member Expenses 2023 - Tracked changes [**11.8.1** - 8 pages]
2. Councillor Expenses Policy 2026 - Clean Version [**11.8.2** - 12 pages]

COUNCIL POLICY

COUNCILLOR EXPENSES

GLENORCHY CITY COUNCIL

PURPOSE

This policy sets out when Council will reimburse Councillors for expenses incurred while acting in their roles, and otherwise assist them to carry out the duties of their office.

SCOPE

This policy applies to Elected Members until their Vacation of Office or the commencement of a Caretaker Term prior to a Local Government election.

RELATED DOCUMENTS

- ICT Security Policy (March 2026)
- Information Management Policy (April 2026)

STATUTORY REQUIREMENTS

Acts	*Local Government Act 1993*, Schedule 5
Regulations	*Local Government (General) Regulations 2025*, section 50
Australian/International Standards	*Not applicable*

DEFINITIONS

ATO means the Australian Tax Office.

Caretaker Term means the period from the issue of a notice of election under section 269 of the Act to the issue of a certificate of election under section 304 of the Act.

Dollar amounts are expressed exclusive of GST.

Councillor/s includes the Mayor and Deputy Mayor, and Councillors except where stated otherwise.

LGAT means the Local Government Association of Tasmania.

Term of Office means the period from the election of a Councillor to the start of the caretaker period before the next whole council election.

Training or conference attendance means for the purpose of this Policy attendance at training courses or conferences with a nexus to the role of a Councillor that are not a mandatory requirement of that role.

Vacation of Office means (as set out in Schedule 5 Local Government Act 1993) the office of a councillor becomes vacant if the councillor –

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GLENORCHY CITY COUNCIL

October 2026

(a) dies; or

(b) resigns; or

(c) is absent without leave from 3 consecutive ordinary meetings of the council; or

(d) is removed or dismissed from office under this Act; or

(e) becomes a paid employee of the council; or

1. is, on the day on which he or she begins to hold that office, a member of any Parliament in Australia, and is such a member for 30 days continuously during that term of office of the councillor; or
2. becomes, after the day on which he or she begins to hold that office, a member of any Parliament in Australia; or

(f) is no longer eligible to nominate as a candidate under section 270 of the Local Government Act 1993.

POLICY STATEMENT

1. Travel expenses

The Mayor will have unrestricted use of a vehicle supplied by the Council that is commensurate with the position. Council will reimburse a Councillor (including a Councillor acting as the Mayor's Delegate) for vehicle travelling expenses up to a maximum of 80km for each trip:

- while attending Council meetings, committee meetings, or any other meeting or function that is arranged by, or is attended as a representative of Council
- in response to a Council staff member's request to meet
- when visiting the council offices for the purpose of carrying out their duties as a Councillor.

Re-imbursement under this clause will be limited to $2,200 (excluding GST if the claim includes a tax invoice where Council can claim back the GST) per financial year.

Council will reimburse a Councillor for vehicle travelling expenses for trips greater than 80km if the Councillor is representing Council as the Mayor's delegate or if the purpose of the travel aligns with Section 7 of this Policy "Elected Member Training or Conference Attendance".

Travelling expenses for the use of a private vehicle will be reimbursed at Australian Taxation Office per kilometre rates as annually reviewed.

All claims for reimbursement of vehicle travelling expenses must be made on the approved form and must contain sufficient details of each trip to justify reimbursement under this policy. Minimum details required are:

- date of travel
- origin and destination

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- purpose (which must be a purpose consistent with this policy)

If the claim relates to the use of a private vehicle, the distance travelled must also be provided.

Receipts must accompany any claim for vehicle travel expenses where public transport (buses, taxis etc) transport is used and must also be recorded in the details of the claim.

Hire of a motor vehicle should be considered where the cost of hiring a vehicle may be less than the reimbursement per kilometre of private travel.

Council will not reimburse a Councillor for petrol, oil or any other vehicle related expense, except when the expenditure has been incurred while hiring a vehicle.

Council will not reimburse a Councillor for travelling in relation to unsolicited visits to citizens that have been undertaken for the self-promotion of the Councillor (canvassing, door knocking, etc.).

Council will not reimburse any claims that are more than three months old.

2. Dependent Person Care

Council will reimburse a Councillor for care expenses in the relation to the care of a person who is dependent on the Councillor, or where the Councillor requires a carer to enable them to carry out the duties of their office. The reimbursement relates to the cost of hiring a carer to enable the Councillor to undertake duties necessary to their role.

Receipts for payments made to the carer must accompany claims for reimbursement of carer expenses, together with details of the date(s) and start and end times that the care took place.

Reimbursement will not be provided where the carer is a member of the Councillor's immediate family.

3. Communications and data expenses

Council will reimburse Councillors for communications and data expensesin accordance with this section.

Councillors, other than the Mayor, may claim up to $2,000 (excluding GST if the claim includes a tax invoice where Council can claim back the GST) per financial year, for the following expenses incurred in carrying out their role:

- mobile and landline-based telephone calls
- mobile data
- home broadband
- the purchase of computing or mobile communications devices and accessories (subject to section 4)

The annual reimbursement limit has been set based on historical utilisation and will be reviewed at each policy review.

Council will reimburse the Mayor for reasonable communication expenses incurred in carrying out the duties of the Mayor's office.

Councillors may claim communications expenses in any of the following ways:

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- as a reimbursement, on the provision of appropriate evidence
- as a monthly allowance (for an agreed amount), to be paid as a contribution towards the cost of communications and data plans incurred by the Councillor.

A Councillor must not claim both a reimbursement and a monthly allowance in respect of the same expense, service, plan, device or period of use. An expense that has been supported through a monthly allowance is not eligible for separate reimbursement.

Claims for reimbursement of telephone and mobile phone expenses must be made on the appropriate claim form and be supported by sufficient source documentation to justify reimbursement, together with a declaration stating that the amount claimed has been expended in the performance of their duties as a Councillor.

Where a Councillor seeks reimbursement for the costs of a phone or data plan (or a combined plan) or opts to claim payment of a monthly telecommunications allowance instead of retrospective reimbursement, the amount claimed is to be based on the estimated percentage of use of each plan that was incurred in the performance of their duties as a Councillor.

Claims for reimbursement should be submitted each month using the form supplied by Council.

Council will not reimburse any claims that:

- are more than 3 months old
- are for telephone calls made or data used for self-promotion or other private purposes.

4. Mobile device purchases

Councillors, other than the Mayor, may use their Communications Allowance to purchase mobile devices needed to carry out their duties, such as a laptop, tablet or mobile phone.

Device purchases and replacements require the Chief Executive Officer's written approval before any purchase or financial commitment is made. Approval will be based on demonstrated requirements for Council duties, advice from Council's ICT team and value for money.

Council will ordinarily fund no more than one device of each approved type within any rolling four-year period. This limit is not an automatic entitlement to purchase or replace a device.

Earlier replacement may be approved where an ICT assessment confirms that the existing device is no longer suitable for Council duties because of failure, uneconomic repair, security or compatibility requirements, or another substantiated operational need. Personal preference, the availability of a newer model or an unspent allowance is not sufficient justification.

All purchases remain subject to the applicable financial limits. Approval and the reasons for any early replacement must be recorded.

Council can arrange the purchase or reimburse Elected Members on the presentation of evidence of the purchase up to $2,000 in total aggregate (not per device) (excluding GST) once approval is received.

Except with the approval of the Chief Executive Officer, an Elected Member may purchase or claim reimbursement for only one device of each device type (such as a laptop, tablet or mobile phone) during a rolling 4-year term of office. The Mayor will be provided with a laptop and a mobile phone by Council as commensurate with the Office of Mayor.

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GLENORCHY CITY COUNCIL

October 2026

Council will arrange for Council's email and calendar to be installed on the device and synchronised with Council's email system. However, the Councillor must allow Council to install Mobile Device Management (MDM) software on any device on which Council data or information is stored. If the device is lost or stolen, Council will remotely clear all data off the device. Councillors must advise Council's ICT ServiceDesk as soon as possible if the device is lost or stolen.

Council will provide basic training and support for use in relation to accessing Council data and email. Council's ICT Team will not provide support for any hardware or applications on a device, other than those required to access Council data or information.

All equipment purchased through the Communications Allowance remains the property of the Councillor. Any equipment provided to the Mayor will remain the property of the Mayor. Council's ICT team will retain the right to access council owned information stored in the device held by the Mayor and Councillors.

Consumable items, such as stationery or printer cartridges, may be obtained by contacting Council's ICT section who can assist through an online order facility from Council's current provider using Council's account details. Any purchases will be charged to the Councillor's telecommunications allowance account. Alternatively, reimbursement for purchases can be claimed from the Councillor's telecommunications allowance allocation.

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Councillors will be required to adhere to the Elected Member's Information Communications Technology Usage Policy.

Council will not allow or be responsible for any global roaming on any mobile device.

This policy will be reviewed and amended as required to ensure Council adopts those technology trends necessary for its efficient operation.

5. Local Functions

Council will reimburse Councillors for costs incurred attending local functions as a Council representative.

All claims for reimbursement for local functions should be made on the appropriate Council form and be supported by sufficient source documentation to justify reimbursement under this policy. The documentation is to include receipts or invoices verifying the expenditure.

Council will not reimburse:

- any claims that are more than 3 months old
- for expenditure incurred while at a local function for any additional costs for accompanying persons, except costs that are necessary to provide a Councillor with a disability equal access to the function.

6. Postage expenses and administration support

Council will reimburse Councillors for postage expenses incurred in replying to issues raised by individual citizens, provided appropriate evidence is provided.

Council will provide Councillors, other than the Mayor, with limited administration support to assist with their duties as Council's representative on working groups, steering committees, reference groups, special committees, or external committees. Council will provide the Mayor with administration and executive support necessary for the Mayor to perform the duties of the Mayor's office.

Council will not provide administration support, address lists, postage or reimbursement of postage expenses for unsolicited correspondence to citizens.

Requests for administration support which, in the opinion of the Chief Executive Officer are excessive, may be refused. Council will provide Councillors with up to 500 business cards per term of office of the same quality and design provided to Council's management team. Council will not charge Councillors for providing business cards.

Council will not reimburse any postage claims that are more than 3 months old.

7. Councillor Training or Conference Attendance

Councillors are entitled to reimbursement of costs for registration and attendance at training, conferences or seminars, that support the duties of their office, in accordance with the following:

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GLENORCHY CITY COUNCIL

October 2026

Entitlement

Council will reimburse Councillors for training, conference and seminar fees, travel, accommodation and other expenses associated with attendance at a training course, conference or seminar in accordance with the provisions of this policy. Training, conference and seminar fees will be reimbursed from the "Entitlement" value in this policy. Travel, accommodation and meals will be reimbursed separately and do not apply to the "Entitlement" section of this policy.

Council will not reimburse a Councillor for expenses incurred while at a training course, conference, or seminar for any additional costs for accompanying persons, except costs that are necessary to provide a Councillor with a disability equal access to the function, or the cost of one accompanying person's attendance at an official conference dinner.

Councillors will have access to a maximum reimbursement amount for registration at training, conferences or seminars of $10,000 (excluding GST) per term of office.

Within two months of undertaking training or conference / seminar attendance, the Councillor is required to prepare and deliver a report to the Councillors detailing the content, learnings, and value to Council.

There is an expectation that the Mayor will attend regular LGAT conferences intrastate and peak body conferences interstate. Should the term Entitlement of $10,000 have been expended, the Mayor will be eligible for an additional sum of up to $5,000 over the term of office to enable attendance at these events.

Reimbursement of travel, accommodation and meals will be as per ATO rates as amended annually.

Council will not reimburse any claims that are more than 3 months old.

Council will not reimburse or sponsor a Councillor for their participation in courses that will result in the award of a tertiary qualification.

Induction Training

It is the joint responsibility of the Mayor and Chief Executive Officer to arrange for newly elected Councillors to be provided with familiarisation and induction training as may be necessary in each individual case. A separate budget will be allocated for this purpose every four years in line with election cycles.

LGAT training

LGAT offers conferences and training sessions for Councillors. Details of these will be provided to Councillors on a regular basis.

Preference for locally delivered training

In providing training opportunities for Elected Members, LGAT and other Tasmanian based training agencies should be accessed in the first instance. If a particular training and development need cannot be met through these means, efforts should be made to provide training in-house. Only if this is not possible should other local or interstate options be explored and taken up.

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GLENORCHY CITY COUNCIL

May 2023

Company Directors Course

Council also recognises that sound governance and an appropriate level of training ought to be available to assist the performance of Councillors. Council will reimburse Councillors to undertake the AICD Company Directors course, or similar, at the AICD membership rate, upon evidence of full attendance at the course. The reimbursement of the course cost will not include the private annual membership fee which Councillors may claim as a tax offset.

8. Memberships

Council will not reimburse a Councillor for membership of any club, association or professional body.

9. Policy exceptions

If, in the opinion of the Chief Executive Officer, a Councillor's query does not meet the requirements of this Policy, the Chief Executive Officer will refer the matter to a Council meeting for a decision.

BACKGROUND

Councillors naturally incur expenses as a result of carrying out the duties and functions of their office.

Schedule 5 of the *Local Government Act 1993* provide that Council must adopt a policy in respect of payment of expenses incurred by Councillors in carrying out their duties of office. Section 50 *Local government (General) Regulations 2025* provide that Councillors may, in accordance with the legislation and policy, be entitled to be reimbursed for certain prescribed reasonable expenses while carrying out those duties and functions. Council may provide other support services, facilities and equipment to Councillors as it considers appropriate.

As part of its duty to practice responsible and accountable government and to ensure that public funds are not misused, Council wishes to ensure that there are further detailed guidelines setting out the expenses reimbursement and support that can be provided to Councillors. A copy of the policy must be available for public inspection.

DOCUMENT CONTROL

Version:	4.0	**Adopted**	26 October 2026	**Commencement Date**	
Minutes Reference	Council Meeting, i		**Review Period**	4 Years from adoption	
Previous Versions:	1.0 V3.0 adopted 29 May 2023 (Council meeting, Item 19) 2.0 V2.0 adopted 26 October 2020 (Council meeting, Item 16) 3.0 V 1.0 adopted 29 August 2016 (Council meeting, Item 12)				
Responsible Directorate	Stakeholder and Executive	**Controller:**	Manager Stakeholder and Executive Coordinator Executive and Strategy		
ECM Document No.:	Policies by Directorate				

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COUNCIL POLICY

Glenorchy City Council

Councillor Expenses

1. Purpose

This policy sets out when Council will reimburse Councillors for expenses incurred while acting in their roles and otherwise assist them to carry out the duties of their office.

2. Scope

This policy applies to Councillors until their Vacation of Office or the commencement of a Caretaker Term prior to a Local Government election.

3. Related Documents

ICT Security Policy (March 2026)

Information Management Policy (April 2026)

4. Statutory Requirements

Acts	*Local Government Act 1993, Schedule 5*
Regulations	*Local Government (General) Regulations 2025*, Section 50
Australian/ International Standards	Not applicable

5. Definitions

ATO means the Australian Tax Office.

Caretaker Term means the period from the issue of a notice of election under section 269 of the Act to the issue of a certificate of election under section 304 of the Act.

Dollar amounts are expressed exclusive of GST.

COUNCIL POLICY

Glenorchy City Council

Councillor/s includes the Mayor and Deputy Mayor, and Councillors except where stated otherwise.

LGAT means the Local Government Association of Tasmania.

Term of Office means the period from the election of a Councillor to the start of the caretaker period before the next whole council election.

Training or conference attendance means for the purpose of this Policy attendance at training courses or conferences with a nexus to the role of a Councillor that are not a mandatory requirement of that role.

Vacation of Office means (as set out in Schedule 5 Local Government Act 1993) the office of a councillor becomes vacant if the councillor –

(a) dies; or
(b) resigns; or
(c) is absent without leave from 3 consecutive ordinary meetings of the council; or
(d) is removed or dismissed from office under this Act; or
(e) becomes a paid employee of the council; or
(ea) is, on the day on which he or she begins to hold that office, a member of any Parliament in Australia, and is such a member for 30 days continuously during that term of office of the councillor; or
(eb) becomes, after the day on which he or she begins to hold that office, a member of any Parliament in Australia; or
(f) is no longer eligible to nominate as a candidate under section 270 of the Local Government Act 1993.

COUNCIL POLICY

Glenorchy City Council

6. Policy Statement

Background

Councillors naturally incur expenses as a result of carrying out the duties and functions of their office.

Schedule 5 of the *Local Government Act 1993* provide that Council must adopt a policy in respect of payment of expenses incurred by Councillors in carrying out their duties of office. Section 50 of the *Local government (General) Regulations 2025* provides that Councillors may, in accordance with the legislation and policy, be entitled to be reimbursed for certain prescribed reasonable expenses while carrying out those duties and functions. Council may provide other support services, facilities and equipment to Councillors as it considers appropriate.

As part of its duty to practice responsible and accountable government and to ensure that public funds are not misused, Council wishes to ensure that there are further detailed guidelines setting out the expenses reimbursement and support that can be provided to Councillors. A copy of the policy must be available for public inspection.

1. Travel expenses

The Mayor will have unrestricted use of a vehicle supplied by the Council that is commensurate with the position.

Council will reimburse a Councillor (including a Councillor acting as the Mayor's Delegate) for vehicle travelling expenses up to a maximum of 80km for each trip:

- while attending Council meetings, committee meetings, or any other meeting or function that is arranged by, or is attended as a representative of Council
- in response to a Council staff member's request to meet
- when visiting the council offices for the purpose of carrying out their duties as a Councillor.

Re-imbursement under this clause will be limited to $2,200 (excluding GST if the claim

COUNCIL POLICY

Glenorchy City Council

includes a tax invoice where Council can claim back the GST) per financial year.

Council will reimburse a Councillor for vehicle travelling expenses for trips greater than 80km if the Councillor is representing Council as the Mayor's delegate or if the purpose of the travel aligns with ***Section 7*** of this Policy "Councillor Training or Conference Attendance".

Travelling expenses for the use of a private vehicle will be reimbursed at Australian Taxation Office per kilometre rates as annually reviewed.

All claims for reimbursement of vehicle travelling expenses must be made on the approved form and must contain sufficient details of each trip to justify reimbursement under this policy. Minimum details required are:

- date of travel
- origin and destination
- purpose (which must be a purpose consistent with this policy)

If the claim relates to the use of a private vehicle, the distance travelled must also be provided.

Receipts must accompany any claim for vehicle travel expenses where public transport (buses, taxis etc) transport is used and must also be recorded in the details of the claim.

Hire of a motor vehicle should be considered where the cost of hiring a vehicle may be less than the reimbursement per kilometre of private travel.

Council will not reimburse a Councillor for petrol, oil or any other vehicle related expense, except when the expenditure has been incurred while hiring a vehicle.

Council will not reimburse a Councillor for travelling in relation to unsolicited visits to citizens that have been undertaken for the self-promotion of the Councillor (canvassing, door knocking, etc.).

Council will not reimburse any claims that are more than three months old.

2. Dependent Person Care

Council will reimburse a Councillor for care expenses in the relation to the care of a person

who is dependent on the Councillor, or where the Councillor requires a carer to enable them to carry out the duties of their office. The reimbursement relates to the cost of hiring a carer to enable the Councillor to undertake duties necessary to their role.

Receipts for payments made to the carer must accompany claims for reimbursement of carer expenses, together with details of the date(s) and start and end times that the care took place.

Reimbursement will not be provided where the carer is a member of the Councillor's immediate family.

3. Communications and data expenses

Council will reimburse Councillors for communications and data expenses in accordance with this section.

Councillors, other than the Mayor, may claim up to $2,000 (excluding GST if the claim includes a tax invoice where Council can claim back the GST) per financial year, for the following expenses incurred in carrying out their role:

- mobile and landline-based telephone calls
- mobile data
- home broadband
- the purchase of computing or mobile communications devices and accessories (subject to ***section 4***)

The annual reimbursement limit has been set based on historical utilisation and will be reviewed at each policy review.

Council will reimburse the Mayor for reasonable communication expenses incurred in carrying out the duties of the Mayor's office.

Councillors may claim communications expenses in any of the following ways:

- as a reimbursement, on the provision of appropriate evidence

- as a monthly allowance (for an agreed amount), to be paid as a contribution towards the cost of communications and data plans incurred by the Councillor.

A Councillor must not claim both a reimbursement and a monthly allowance in respect of the same expense, service, plan, device or period of use. An expense that has been supported through a monthly allowance is not eligible for separate reimbursement.

Claims for reimbursement of telephone and mobile phone expenses must be made on the appropriate claim form and be supported by sufficient source documentation to justify reimbursement, together with a declaration stating that the amount claimed has been expended in the performance of their duties as a Councillor.

Where a Councillor seeks reimbursement for the costs of a phone or data plan (or a combined plan) or opts to claim payment of a monthly telecommunications allowance instead of retrospective reimbursement, the amount claimed is to be based on the estimated percentage of use of each plan that was incurred in the performance of their duties as a Councillor.

Claims for reimbursement should be submitted each month using the form supplied by Council. Council will not reimburse any claims that:

- are more than 3 months old
- are for telephone calls made or data used for self-promotion or other private purposes.

4. Mobile device purchases

Councillors, other than the Mayor, may use their Communications Allowance to purchase mobile devices needed to carry out their duties, such as a laptop, tablet or mobile phone.

Device purchases and replacements require the Chief Executive Officer's written approval before any purchase or financial commitment is made. Approval will be based on demonstrated requirements for Council duties, advice from Council's ICT team and value for money.

Council will ordinarily fund no more than one device of each approved type within any rolling four-year period. This limit is not an automatic entitlement to purchase or replace a device.

COUNCIL POLICY

Glenorchy City Council

Earlier replacement may be approved where an ICT assessment confirms that the existing device is no longer suitable for Council duties because of failure, uneconomic repair, security or compatibility requirements, or another substantiated operational need. Personal preference, the availability of a newer model or an unspent allowance is not sufficient justification.

All purchases remain subject to the applicable financial limits. Approval and the reasons for any early replacement must be recorded.

Council can arrange the purchase or reimburse Councillors on the presentation of evidence of the purchase up to $2,000 in total aggregate (not per device) (excluding GST) once approval is received.

Except with the approval of the Chief Executive Officer, Councillor may purchase or claim reimbursement for only one device of each device type (such as a laptop, tablet or mobile phone) during a rolling 4-year term of office. The Mayor will be provided with a laptop and a mobile phone by Council as commensurate with the Office of Mayor.

Council will arrange for Council's email and calendar to be installed on the device and synchronised with Council's email system. However, the Councillor must allow Council to install Mobile Device Management (MDM) software on any device on which Council data or information is stored. If the device is lost or stolen, Council will remotely clear all data off the device. Councillors must advise Council's ICT ServiceDesk as soon as possible if the device is lost or stolen.

Council will provide basic training and support for use in relation to accessing Council data and email. Council's ICT Team will not provide support for any hardware or applications on a device, other than those required to access Council data or information.

All equipment purchased through the Communications Allowance remains the property of the Councillor. Any equipment provided to the Mayor will remain the property of the Mayor. Council's ICT team will retain the right to access council owned information stored in the device held by the Mayor and Councillors.

COUNCIL POLICY

Glenorchy City Council

Consumable items, such as stationery or printer cartridges, may be obtained by contacting Council's ICT section who can assist through an online order facility from Council's current provider using Council's account details. Any purchases will be charged to the Councillor's telecommunications allowance account. Alternatively, reimbursement for purchases can be claimed from the Councillor's telecommunications allowance allocation.

Councillors will be required to adhere to the Councillor's Information Communications Technology Usage Policy.

Council will not allow or be responsible for any global roaming on any mobile device.

This policy will be reviewed and amended as required to ensure Council adopts those technology trends necessary for its efficient operation.

5. Local Functions

Council will reimburse Councillors for costs incurred attending local functions as a Council representative.

All claims for reimbursement for local functions should be made on the appropriate Council form and be supported by sufficient source documentation to justify reimbursement under this policy. The documentation is to include receipts or invoices verifying the expenditure.

Council will not reimburse:

- any claims that are more than 3 months old
- for expenditure incurred while at a local function for any additional costs for accompanying persons, except costs that are necessary to provide an Councillor with a disability equal access to the function.

6. Postage expenses and administration support

Council will reimburse Councillors for postage expenses incurred in replying to issues raised by individual citizens, provided appropriate evidence is provided.

Council will provide Councillors, other than the Mayor, with limited administration support to

COUNCIL POLICY

Glenorchy City Council

assist with their duties as Council's representative on working groups, steering committees, reference groups, special committees, or external committees. Council will provide the Mayor with administration and executive support necessary for the Mayor to perform the duties of the Mayor's office.

Council will not provide administration support, address lists, postage or reimbursement of postage expenses for unsolicited correspondence to citizens.

Requests for administration support which, in the opinion of the Chief Executive Officer are excessive, may be refused. Council will provide Councillors with up to 500 business cards per term of office of the same quality and design provided to Council's management team. Council will not charge Councillors for providing business cards.

Council will not reimburse any postage claims that are more than three (3) months old.

7. Councillor Training or Conference Attendance

Councillors are entitled to reimbursement of costs for registration and attendance at training, conferences or seminars, that support the duties of their office, in accordance with the following:

Entitlement

Council will reimburse Councillors for training, conference and seminar fees, travel, accommodation and other expenses associated with attendance at a training course, conference or seminar in accordance with the provisions of this policy. Training, conference and seminar fees will be reimbursed from the "Entitlement" value in this policy. Travel, accommodation and meals will be reimbursed separately and do not apply to the "Entitlement" section of this policy.

Council will not reimburse a Councillor for expenses incurred while at a training course, conference, or seminar for any additional costs for accompanying persons, except costs that are necessary to provide a Councillor with a disability equal access to the function, or the cost of one accompanying person's attendance at an official conference dinner.

Councillors will have access to a maximum reimbursement amount for registration at

COUNCIL POLICY

Glenorchy City Council

training, conferences or seminars of $10,000 (excluding GST) per term of office.

Within two months of undertaking training or conference / seminar attendance, the Councillor is required to prepare and deliver a report to the Councillors detailing the content, learnings, and value to Council.

There is an expectation that the Mayor will attend regular LGAT conferences intrastate and peak body conferences interstate. Should the term Entitlement of $10,000 have been expended, the Mayor will be eligible for an additional sum of up to $5,000 over the term of office to enable attendance at these events.

Reimbursement of travel, accommodation and meals will be as per ATO rates as amended annually. Council will not reimburse any claims that are more than 3 months old.

Council will not reimburse or sponsor a Councillor for their participation in courses that will result in the award of a tertiary qualification.

Induction Training

It is the joint responsibility of the Mayor and Chief Executive Officer to arrange for newly elected Councillors to be provided with familiarisation and induction training as may be necessary in each individual case. A separate budget will be allocated for this purpose every four years in line with election cycles.

LGAT training

LGAT offers conferences and training sessions for Councillors. Details of these will be provided to Councillors on a regular basis.

Preference for locally delivered training

In providing training opportunities for Councillors, LGAT and other Tasmanian based training agencies should be accessed in the first instance. If a particular training and development need cannot be met through these means, efforts should be made to provide training in-house. Only if this is not possible should other local or interstate options be explored and taken up.

COUNCIL POLICY

Glenorchy City Council

Company Directors Course

Council also recognises that sound governance and an appropriate level of training ought to be available to assist the performance of Councillors. Council will reimburse Councillors to undertake the AICD Company Directors course, or similar, at the AICD membership rate, upon evidence of full attendance at the course. The reimbursement of the course cost will not include the private annual membership fee which Councillors may claim as a tax offset.

8. Memberships

Council will not reimburse a Councillor for membership of any club, association or professional body.

9. Policy exceptions

If, in the opinion of the Chief Executive Officer, a Councillor's query does not meet the requirements of this Policy, the Chief Executive Officer will refer the matter to a Council meeting for a decision.

COUNCIL POLICY

Glenorchy City Council

7. Version Control

Version	V 4.0	**Adopted**	26 October 2026	**Commencement date**	
Minutes reference	Item			**Review period**	4 years from adoption
Previous versions	V3.0 adopted 29 May 2023 (Council meeting, Item 19) V2.0 adopted 26 October 2020 (Council meeting, Item 16) V 1.0 adopted 29 August 2016 (Council meeting, Item 12)				
Responsible Directorate	Stakeholder and Executive	**Controller**	Manager Stakeholder and Executive Coordinator Executive and Strategy		
ECM Document no	Policies by Directorate				

11.9 NOTICES OF MOTION - QUESTIONS ON NOTICE / WITHOUT NOTICE

CLOSURE OF OPEN MEETING BY THE CHAIR

Recommendation

That Council:

1. The meeting be closed to the public to allow discussion of matters that are described in Regulation 17 of the *Local Government (Meeting Procedures) Regulations 2025*.

The meeting was closed to members of the public and the live stream was terminated at [TIME]

The Chair adjourned the meeting for a short recess.

12. CLOSED TO MEMBERS OF THE PUBLIC

The closed session commenced at [TIME]

12.1 CONFIRMATION OF MINUTES (CLOSED MEETING)

12.2 APPLICATIONS FOR LEAVE OF ABSENCE

12.3 NOTICES OF MOTION - QUESTIONS ON NOTICE/ WITHOUT NOTICE