



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 28 MAY 2020
1.00pm**

Notice is hereby given that the Ordinary Meeting of the City of Launceston Council will be held via video conference:

Date: 28 May 2020

Time: 1.00pm

Certificate of Qualified Advice

Background

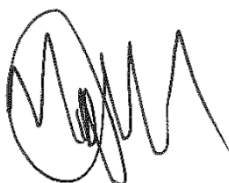
To comply with section 65 of the *Local Government Act 1993* (Tas):

1. A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.
2. A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless -
 - (a) the general manager certifies, in writing -
 - (i) that such advice was obtained; and
 - (ii) the general manager took the advice into account in providing general advice to the council or council committee; and
 - (b) a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.

Certification

I certify that:

- (i) the advice of a qualified person has been sought where required;
- (ii) this advice was taken into account in providing general advice to the council or council committee; and
- (iii) a copy of the advice, or a written transcript or summary of advice provided orally, is included with the agenda item.



Michael Stretton
Chief Executive Officer

AUDIO of COUNCIL MEETINGS

An audio recording of this Council Meeting, except for any part held in Closed Session, will be made in accordance with our Council Meetings - Audio Recording Policy - 14-Plx-008.

This Council Meeting will be streamed live to:
www.launceston.tas.gov.au/Council/Meetings/Listen .

PUBLIC ATTENDANCE AT THE COUNCIL MEETING.

It is important for you to stay at home to slow the spread of COVID-19. For this reason, public attendance at this Council Meeting is not permitted.

Do you wish to speak to an item in the Agenda of the Council Meeting?

- You are invited to speak to an item on the Agenda by e-mailing a statement of no more than 300 words. Your statement will be read aloud at the Meeting.
- Your statement is not to be defamatory, inappropriate or abusive, or be intended to embarrass any person, including Councillors or Council Officers.

Do you have a question to ask during Public Question Time?

- You are invited to email up to three questions. If accepted, your questions will be read aloud at the Meeting and either answered or Taken on Notice. If your questions are not accepted, reasons will be given.

Questions or statements must be e-mailed to contactus@launceston.tas.gov.au by 11.00am, Thursday, 28 May 2020 and must include your name and a contact telephone number. If you cannot e-mail your questions or statement, please call our Customer Service Centre on 6323 3000 for assistance.

LEGISLATIVE TERMINOLOGY - GENERAL MANAGER

At the City of Launceston, the positions of General Manager Community and Place, General Manager Organisational Services, General Manager Infrastructure and Assets and General Manager Creative Arts and Cultural Services do not assume the functions and powers of the term *general manager* in a legislative sense: any legislative functions and powers to be delegated to these roles will be made by Council or the Chief Executive Officer. At the City of Launceston, the title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas). For the avoidance of doubt, *Chief Executive Officer* means *General Manager* for the purposes of the *Local Government Act 1993* (Tas) and all other legislation administered by or concerning Council.

9 April 2020

Mr Michael Stretton
Chief Executive Officer
City of Launceston
PO Box 396
LAUNCESTON TAS 7250

Dear Michael

COUNCIL MEETING

In accordance with regulation 4 of the *Local Government (Meeting Procedures) Regulations 2015* (Tas) which states

- 4. Convening council meetings**
(1) *the mayor of a council may convene -*
(a) an ordinary meeting of the council; and
(b) a special meeting of council

I request that you make the necessary arrangements for the Ordinary Meetings of Council to be convened on the following Thursdays for 2020:

16 April	30 April	14 May	28 May
11 June	25 June	9 July	23 July
6 August	20 August	3 September	17 September
1 October	15 October	29 October	12 November
26 November	10 December		

commencing at 1.00pm and delivered by electronic communication in the same or similar manner to the meeting conducted on 2 April 2020.

These alternate arrangements are required as a result of the COVID-19 pandemic and associated developments.

Yours sincerely



Councillor A M van Zetten
MAYOR

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1 OPENING OF MEETING - ATTENDANCE AND APOLOGIES

2 MAYORAL ACKNOWLEDGEMENTS

3 DECLARATIONS OF INTEREST

Local Government Act 1993 - section 48

(A councillor must declare any interest that the councillor has in a matter before any discussion on that matter commences.)

4 CONFIRMATION OF MINUTES

Local Government (Meeting Procedures) Regulations 2015 - Regulation 35(1)(b)

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 14 May 2020 be confirmed as a true and correct record.

5 DEPUTATIONS

No Deputations have been identified as part of this Agenda

6 PETITIONS

Local Government Act 1993 - sections 57 and 58

No Petitions have been identified as part of this Agenda

7 COMMUNITY REPORTS

(Community Reports allow an opportunity for Community Groups to provide Council with a three minute verbal presentation detailing activities of the group. This report is not intended to be used as the time to speak on Agenda Items; that opportunity exists when that Agenda Item is about to be considered. Speakers are not to request funding or ask questions of Council. Printed documentation may be left for Councillors.)

No Community Reports have been registered with Council as part of this Agenda

8 PUBLIC QUESTION TIME

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31

8.1 Public Questions on Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31(1)

(Questions on Notice must be in writing and should be received by the General Manager at least seven days before the relevant Council Meeting. Questions on Notice will be researched by Council Officers and both the Question on Notice (as received) and the response will be provided at the Council Meeting and a reply in writing will also be provided.)

8.1.1 Public Questions on Notice - Mr Lionel Morrell - 14 May 2020**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Committee Clerk)**CHIEF EXECUTIVE OFFICER:** Michael Stretton (Chief Executive Officer)

QUESTIONS and RESPONSE:

The following questions, asked at the Council Meeting on 14 May 2020 by Mr Lionel Morrell, have been answered by Michael Stretton (Chief Executive Officer).

Questions:

1. A 60-day priority Notice lodged by Simmonds Wolfhagen on 12 March 2020 on behalf of Launceston City Council for the transfer of titles from Cimitiere Custodians Pty Ltd in relation to property at 118-122 Brisbane Street, Launceston (the former Birchall's premises and adjacent retail shop) is no longer published by the Land Titles Office. Can Council confirm that it is no longer proceeding to purchase these properties or otherwise explain why the Priority Notice has been withdrawn?
2. In partnership with the Tasmanian Government, is Council proceeding to purchase the Paterson Street Central Carpark at 41-45 Paterson Street, Launceston?
3. What is the purpose of purchasing the properties referred to in Questions 1 and 2 above and how does this provide for occupation by Creative Holdings Pty Ltd and/or the education organisations Foundry and Swinburne University?

Response:

A public announcement will be made in respect to these questions prior to the next Council Meeting.

8.2 Public Questions Without Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31(2)(b)

(Members of the public who ask Questions without Notice at a meeting will have both the question and any answer provided recorded in the Minutes. Council Officers will endeavour to answer the question asked at the meeting, however, that is not always possible and more research may be required. If an answer cannot be provided at the Meeting, the question will be treated as a Question on Notice. A response will be provided at the next Council Meeting.)

Under the provisions of the *Land Use Planning and Approvals Act 1993*, Council acts as a Planning Authority in regard to items included in Agenda Item 9 - Planning Authority.

9 PLANNING AUTHORITY

No Development Applications have been identified as part of this Agenda

10 ANNOUNCEMENTS BY THE MAYOR

11 COUNCILLORS' REPORTS

(This item provides an opportunity for Councillors to briefly report on the activities that have been undertaken in their capacity as a representative of the Council. It is not necessary to list social functions that have been attended.)

12 QUESTIONS BY COUNCILLORS

12.1 Questions on Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 30

(A councillor, at least seven days before an ordinary Council Meeting or a Council Committee Meeting, may give written notice to the General Manager of a question in respect of which the councillor seeks an answer at that Meeting. An answer to a Question on Notice will be in writing.)

12.1.1 Councillors' Questions on Notice - Councillor T G Walker - Community Care and Recovery Package - Council Meeting - 14 May 2020**FILE NO:** SF2375**AUTHOR:** Anthea Rooney (Committee Clerk)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTION and RESPONSE:

The following question, asked at the Council Meeting on 14 May 2020 by Councillor T G Walker, has been answered by Louise Foster (General Manager Organisational Services Network).

Questions:

1. In considering application of the Council's COVID-19 Community Care and Recovery Package, how did Council Officers determine whether a commercial property was vacant?

Response:

As part of property records, the Council does not retain any data regarding which details properties that are vacant or occupied. There is no requirement for building owners to advise the Council when their building is vacant and given the high turn-over which occurs in the occupancy of commercial properties, it would be extremely difficult for the Council to ever have a complete and up-to-date record of building vacancies.

Fortunately, the Council had limited data available that indicated which commercial properties in the CBD were vacant as at February 2020 and that information was utilised.

Officers have done their best to comply with the decision of Council, however, as there are no records of vacancies within Launceston, there will be instances where vacant commercial premises have received an offer of rates remission and there is not a great deal that can be done to prevent this.

12.2 Questions Without Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 29

(Questions Without Notice, and any answers to those questions, are not required to be recorded in the Minutes of the Meeting.)

13 COMMITTEE REPORTS**13.1 Audit Panel Meeting - 11 May 2020****FILE NO:** SF3611**AUTHOR:** Paul Gimpl (Chief Financial Officer)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To receive a report from the Audit Panel following the Meeting held on 11 May 2020.

RECOMMENDATION:

That Council receives the report from the Audit Panel Meeting held on 11 May 2020.

REPORT:

The following is a precis of the substantive Agenda Items dealt with at the Meeting:

6.1 Internal Audit Report

Details The Customer Complaint Review, including management responses was discussed by the Panel.

Action Further clarification will be provided to the panel on the reporting requirements for customer complaints and the review date for the Customer Service Charter.

7.1 External Audit Report

Details An update was provided by Tasmanian Audit Office (TAO) representatives in regards to the Interim Audit Findings for the year ending 30 June 2020. In regards to assets valuations, the QVMAG asset valuation will be postponed until the museum collection audit is completed. Revaluations will be undertaken for flood levies and waste assets (clay liner) for the year ending 30 June 2020.

Action: The Audit Panel noted the Interim Audit Findings for the year ending 30 June 2020 and noted the required revaluations as per advice from TAO.

9.1 Budget Amendments

Details The Panel noted the 2019/2020 Budget Amendments.

Action The 2019/2020 Budget Amendments were approved at the Council Meeting on 30 April 2020.

13.1 Audit Panel Meeting - 11 May 2020 ...(Cont'd)

9.2 Chief Executive Officer's Report on 2019/2020 Budget Adjustments - 1 January to 31 January 2019

Details The Panel noted the 2019/2020 Budget Adjustments.

Action The 2019/2020 Budget Adjustments were approved at the Council Meeting on 30 April 2020.

9.4 Financial Statements (Analysis and Commentary)

Details The Panel noted the results for the quarter ending 31 March 2020.

Action The Financial Statements are presented within this Council Agenda.

13.1 Chief Executive Officer's Risk Certification

Details The Chief Executive Officer's priority list of risk issues were presented and discussed.

Action The Audit Panel noted and discussed the various issues raised.

13.2 Community Care and Recovery Package

Details The Audit Panel reviewed the Community Care and Recovery Package Council Agenda Item tabled at the 2 April 2020 Special Council Meeting.

Action The Audit Panel noted and discussed the various aspects of the package.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

13.1 Audit Panel Meeting - 11 May 2020 ...(Cont'd)

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
5. To maintain a financially sustainable organisation.

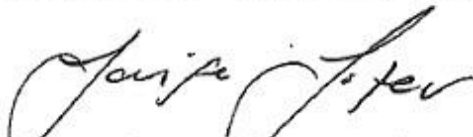
BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

I certify that I have reviewed and approved this advice and recommendation.



Louise Foster - General Manager Organisational Services Network

14 COUNCIL WORKSHOPS

Local Government (Meeting Procedures) Regulations 2015 - Regulation 2(c)

14.1 Council Workshop Report

FILE NO: SF4401

AUTHOR: Anthea Rooney (Committee Clerk)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RECOMMENDATION:

That, pursuant to Regulation 2(c) of the *Local Government (Meeting Procedures) Regulations 2015*, Council notes the Council Workshops conducted since the last Council Meeting, for the purposes described:

Workshops conducted on 21 May 2020

Councillor Allowances 2020/2021

Councillors discussed Local Government Association of Tasmania correspondence regarding 2020/2021 allowances.

TasTAFE Launceston Update

Councillors reviewed an update provided by the CEO from TasTAFE regarding changes occurring with TAFE Launceston.

Long Term Financial Plan - Operational and Capex and 2020/2021 Budget Discussions and Draft 2020/2021 Annual Plan

Councillors reviewed and discussed the Long Term Financial Plan 2020/2021, budget and draft Annual Plan 2020/2021.

Myrtle Park

Councillors reviewed arrangements for the Myrtle Park Camp Ground and Day Use Area.

Building Heights

Councillors were provided with an update on the building heights project.

14.1 Council Workshop Report ...(Cont'd)

REPORT:

Regulation 2(c) of the *Local Government (Meeting Procedures) Regulations 2015* says that the Agenda of an Ordinary Council Meeting is to include the date and purpose of any Council Workshop held since the last Meeting.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.

BUDGET & FINANCIAL ASPECTS:

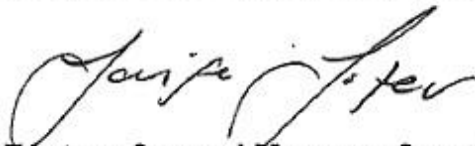
Not considered relevant to this report.

14.1 Council Workshop Report ...(Cont'd)

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

I certify that I have reviewed and approved this advice and recommendation.



Louise Foster - General Manager Organisational Services Network

15 NOTICES OF MOTION

Local Government (Meeting Procedures) Regulations 2015 - Regulation 16(5)

No Notices of Motion have been identified as part of this Agenda

16 COMMUNITY AND PLACE NETWORK ITEMS

No Items have been identified as part of this Agenda

17 CREATIVE ARTS AND CULTURAL SERVICES NETWORK ITEMS**17.1 Queen Victoria Museum and Art Gallery Activity Update****FILE NO:** SF5784**GENERAL MANAGER:** Tracy Puklowski (Creative Arts and Cultural Services Network)

DECISION STATEMENT:

To note the Queen Victoria Museum and Art Gallery Activity update.

RECOMMENDATION:

That Council receives the report Queen Victoria Museum and Art Gallery Activity Update (ECM Document Set ID 4298372).

REPORT:

This reporting period has been significantly impacted by the Covid-19 pandemic and a number of commitments have had to be postponed as a result. Although this is disappointing, it has created an opportunity for Queen Victoria Museum and Art Gallery (QVMAG) staff to tackle a number of projects and focus on new ways of engaging with audiences. The majority of QVMAG staff have been working from home during this period, but we are now gradually re-introducing key staff on site, in preparation for the re-opening of the Museum. A number of new work processes have been implemented during this period including Teams' Meetings and Daily Virtual Stand Up Meetings (DVS), which the Museum will continue to utilise post-pandemic, as they have had a noticeably positive impact on communication and information-sharing in general.

A preliminary Social Media Strategy for QVMAG has been developed by the new Manager Museum Operations to drive engagement with audiences through social media channels. This effort is already bearing fruit, with the establishment of a new QVMAG *YouTube* channel and enhanced profiles on *Facebook* and *Instagram*. Recent *Facebook* posts in particular have captured the community's imagination in a fun way and encouraged participation in conversations about aspects of Launceston's history.

COLLECTIONS:**Digital Cultural Experience**

The Digital Cultural Experience (DCE) Project is a collaboration between the City of Launceston (CoL), Queen Victoria Museum and Art Gallery (QVMAG), Tasmanian Museum and Art Gallery (TMAG), University of Tasmania (UTAS) and Libraries Tasmania. It is funded as part of the Greater Launceston Transformation Program - Creating Our Digital Future (Smart Cities).

17.1 Queen Victoria Museum and Art Gallery Activity Update ...(Cont'd)

The primary objective of the DCE Project is to provide ongoing discoverability of, and seamless access to, digitised cultural assets relating to Launceston and its surrounds through the development of products and systems that can be applied consistently across the state for managing cultural assets.

The partner organisations are doing this by investing in technological infrastructure that is interoperable, and includes a common discovery layer, together with creating a series of platforms that will demonstrate the power of making the assets available to key audiences.

One component of the DCE Project is the delivery of an Education Extended Reality Product which is aligned to the school curriculum, as part of enabling students to understand Tasmania's history. QVMAG's Learning and Collections Teams have identified some key objects from the collections for this product that represent Launceston's fascinating Chinese history. The content will be tested with local schools before going live.

Natural Sciences

The Natural Sciences Team has been working to register and pin the many thousands of entomology specimens collected during their summer fieldwork, providing important baseline data for scientists looking at insect habitat and how it is changing due to climate change. The Team has also been busy writing articles on their findings, as well as revisiting our wonderful thylacine material to share with a broader audience.

History

The History Team is preparing for the return of researchers to the Public History Room with the completion of several new Community History Series catalogues, allowing new sections of our archives to be searched and used. The scanners have been in full swing, digitising hundreds of photographs from QVMAG's collections, ready to be included in our digital resources in the future.

QVMAG is continuing to work with the Australian Wine Research Institute (AWRI) to explore further commercial applications of the Sydney Cove yeast strain. A briefing presentation is planned for Councillors once face-to-face Workshops resume.

Visual Art and Design

The Visual Art and Design Team is continuing with preparation work for opening new galleries in late 2020 or early 2021, including commissioning new works from Tasmanian artists and connecting with community stakeholders.

Registration

The Audit Team is busy developing strategies for integrating QVMAG systems into the new database, which is due to start testing later this year. This project brings the Museum one step closer to having collections online.

17.1 Queen Victoria Museum and Art Gallery Activity Update ...(Cont'd)

And as always, the entire Team is taking calls and answering emails from the public who bring their fascinating queries about objects, photographs and archives to QVMAG.

Coronavirus Collections

The COVID-19 pandemic is leaving a trail of objects in its wake - locally distilled hand sanitiser, 3D printed masks, newly printed take-away menus. The Museum's curators have been keeping an eye out for items that will form a 'COVID-19 Collection', which will tell our great-grandchildren the story of this moment.

MUSEUM OPERATIONS:

Exhibitions

The impact of COVID-19 means the Museum's forward program needs revisiting and this is providing an opportunity for Teams to review and refine what exhibitions will be presented in the coming year.

Meantime, the *Artrage* exhibition has been deinstalled in readiness to send it to Burnie Regional Art Gallery and following onto Salamanca Arts Centre once these institutions are ready to receive it. The gallery space will now be made-good in preparation for the next show. Staff have also been able to use this time to continue the Rapid Improvement Project to improve work spaces, storage areas and facilities. The Graphics Team has been working on a range of outputs including a new publication on emus, online learning activities and content to support the social media strategy.

Learning

The Learning Team has pivoted its work to online delivery for a range of audiences, including:

- **Schools/parents**
 - Seven curriculum-linked learning activities
 - Virtual tour video of *ArtRage* 2019
- **Families**
 - Three activities for 5-12 year olds
 - Three Discovery Play videos for 2-5 year olds
- **General public**
 - Two Astronomy information sheets

This new content has been promoted through *Facebook* and emails out to QVMAG Friends, the Museum's schools' and families' databases. More programs are in production.

17.1 Queen Victoria Museum and Art Gallery Activity Update ...(Cont'd)

Preliminary planning is underway for Science Week programs which will be offered virtually this year. The theme of this year's Science Week (15-23 August 2020) is *Deep Blue: innovations for the future of our oceans*. The program is likely to include:

- Facebook live events/video presentations with experts (eg. with Natural Science Curator David Maynard in relation to marine science).
- Suite of activities from Learning Team for schools (eg. Design an underwater exhibit. Students create a 3D underwater 'exhibit' at school).
- Videos/activities from internal council and external contributors (who would have been attending the event). Some content will not be theme-related, but highlights exciting science happening in the community.
- Newspaper and radio content to connect with those who are less internet savvy.

Visitor Operations

While QVMAG has been closed, the Visitor Operations Team has been focussing on activities that will enable the Museum to better serve audiences when a site return is possible. This includes research on donor programs, e-commerce for the gift shops and new ideas to improve the visitor experience at QVMAG.

Undertaking responsive and remedial building maintenance has also continued through this period. The Museum has taken the opportunity, whilst doors have been closed to undertake additional building maintenance work, which if done during opening hours, would usually impact on visitors' experience - this includes deep cleans of gallery spaces, cleaning of gutters and roofs and polishing floors.

More recently, the Team has been working alongside the Exhibitions Team and with advice from the CoL Workplace Health and Safety Team, to plan the work required to re-open doors in a COVID-19 safe way. The Team has been collaborating with teams both internally at QVMAG and externally to contribute to our community values. This includes working with the Learning and Knowledge and Content Teams to extend the Museum's reach to the public through a variety of social media posts, online content and videos. Members of the Attendant Team have been volunteering with Red Cross to assist in delivering food to members of the community through the CoL resource-sharing program.

STAKEHOLDER ENGAGEMENT:**General**

QVMAG is currently negotiating two MoUs with fellow Australian museums; further details will be provided in the next report.

MGAB (Museum Governance Advisory Board)

Dr Varuni Kulasekera has been appointed to the Museum Governance Advisory Board. Varuni is a public health scientist and mindfulness educator based in Tasmania. Her fields of expertise are medical entomology, insect systematics and evolution and mindfulness based stress reduction.

17.1 Queen Victoria Museum and Art Gallery Activity Update ...(Cont'd)

Varuni received her BS and Masters degrees in her native Sri Lanka and a PhD from the University of Maryland, USA. She carried out her PhD research at the Smithsonian Natural History Museum and Bio-Systematics Unit at Walter Reed Army Institute of Research. She joined the American Museum of Natural History in New York as a postdoctoral researcher to work on molecular and developmental biology of insects.

Varuni was in the forefront during the start of a major mosquito-borne virus disease outbreak in New York City and was recruited by the NYC Department of Health and Mental Hygiene to head up their mosquito surveillance and control program. She was awarded a commendation from the City for her services to the community.

In 2006 Varuni moved to Tasmania with her husband, musician Brian Ritchie, and embarked upon a new career as tea expert and entrepreneur, as well as studying the relationship of tea, herbs and nutrition to human health. She also continued consulting for clients including MONA.

Varuni serves on the boards of Fulbright Australia and Beaker Street Science Art Festival (Hobart).

Arts Foundation Report**Report for February, March and April 2020**

I am pleased to submit this report to Tracy Puklowski Director of QVMAG for forwarding to the Launceston City Council.

Arts Foundation Meetings

The Chair convened QVMAG Arts Foundation meetings in February and April as scheduled to address ongoing matters from the previous year. Communication for the QVMAG Arts Foundation committee changed greatly for the scheduled April meeting due to Covid-19 lockdown. A teleconference in April was held with all committee members hooking into the QVMAG Arts Foundation meeting. The Chair reviewed the meeting format with the committee at the end of the meeting for future planning. The Chair's view is that it is necessary to develop meeting strategies that cover unprecedented circumstances so that business may continue. One committee member in particular was very pleased given his location is more than an hour out of Launceston. With this in mind, the Chair is considering a meeting strategy format that will combine face-to-face and virtual meetings. On discussion with the Director, an existing area at QVMAG might be available to support such meetings into the future. In March the Chair meet with the Director Tracy Puklowski, Christine Hansen and Ashleigh Whatling to set in place steps for the Arts Foundation's Agenda for fundraising, promotion and events.

17.1 Queen Victoria Museum and Art Gallery Activity Update ...(Cont'd)

Finances

A financial report was presented by Leigh Myers (Treasurer) and endorsed by committee.

We are pleased to report that the Arts Foundation has achieved the goal set by Arts Tasmania for the Philanthropic Support Programme. From July to February 2020 the Arts Foundation has raised \$56,618. An invoice is due for payment from the grant offered of \$50,000 plus GST. The Ben Quilty Masterpiece For Tasmania **Development Application - John Glover** has now been paid in full.

Masterpiece for Tasmania

Negotiations are currently underway for the donation of a major work through the Arts Foundation to QVMAG under the Cultural Gifts Programme. The work is by a renowned Australian artist, who will be present when the work is unveiled at an event in 2021. Planning is underway by QVMAG staff to recommend to QVMAG Arts Foundation the next artist for consideration for Masterpiece for Tasmania program 2021.

Bea Maddock Project

April Arts Foundation meeting resolved to endorse in consultation with the Director the continued support of the \$20,000 Bea Maddock Project

Arts Foundation Marketing

The Arts Foundation membership committee have researched donations from 1985 to present as a way of preparing to recognise donors appropriately. An effective donor board for recognition was discussed at the April meeting with the thought it could take a digital format rather than a printed honour board. A freestanding or mounted monitor could highlight the values of being a QVMAG Arts Foundation member, outline the work the Foundation undertakes, explain the membership application process, and other aspects of QVMAG. A donor monitor would also help move away from printed material, and has the benefit of being easily serviced and updated.

Events

AGM - Thursday, 17 September 2020 at Royal Park with an invited guest speaker.

QVMAG Arts Foundation Inaugural Award

A medallion award is in the process of being designed by Michael McWilliams for the QVMAG Arts Foundation. Michael McWilliams has offered to produce a design for a medallion at no cost. The Inaugural QVMAG Arts Foundation Award for 2020 will be awarded to a worthy recipient to be determined by curatorial staff, and appropriate promotion will take place.

Next meeting scheduled for 18 June 2020.

Jennie Chapman Caswell

Chair QVMAG Arts Foundation

17.1 Queen Victoria Museum and Art Gallery Activity Update ...(Cont'd)

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Moving to electronic communication for *The Friends* will lessen environmental impact.

SOCIAL IMPACT:

Many of QVMAG's activities and programmes are intended to attract new audiences to the museum, particularly those communities who have previously been under-represented.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Strategic Priority 2: We facilitate prosperity by seeking out and responding to opportunities for growth and renewal of our regional economy.

10-Year Goal: To have realised opportunities that grow and sustain our economy, and foster creative and innovative people and industries.

Focus Areas:

1. To actively market the City and Region and pursue investment.
4. To promote tourism, and the development of a quality tourism offering for Launceston.

Strategic Priority 4: We value our City's unique identity by celebrating our special heritage and culture, and building on our competitive advantages to be a place where people choose to live, work and visit.

10 Year Goal: To sustain and promote Launceston as a unique place to live, work, learn and play.

Focus Areas:

1. To promote and enhance Launceston's rich heritage, culture and natural environment.

BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

17.1 Queen Victoria Museum and Art Gallery Activity Update ...(Cont'd)

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

I certify that I have reviewed and approved this advice and recommendation.



Tracy Puklowski - General Manager Creative Arts and Cultural Services Network

18 INFRASTRUCTURE AND ASSETS NETWORK ITEMS**18.1 Launceston Flood Authority Quarterly Report, January to March 2020****FILE NO:** SF4493**GENERAL MANAGER:** Shane Eberhardt (Infrastructure and Assets Network)

DECISION STATEMENT:

To receive the Launceston Flood Authority Quarterly Report, January to March 2020.

RECOMMENDATION:

That Council, in accordance with Rule 26 of the *Launceston Flood Authority Rules, April 2020*, receives the Launceston Flood Authority Quarterly Report, January to March 2020 (ECM Document Set ID 4296851).

REPORT:

In accordance with the Rule 26 of the *Launceston Flood Authority Rules, April 2020*, the Authority must submit a quarterly report to the Council for the periods ending March, June, September and December.

The report for the period ending March 2020 provides an overview of the Launceston Flood Authority's operational activities, financial position and key priorities for the next quarter (Attachment 1).

ECONOMIC IMPACT:

The provision and continued maintenance of the Launceston flood levees has significant benefit to the broader community.

ENVIRONMENTAL IMPACT:

The social benefits of protecting the broader community from major flood is significant.

SOCIAL IMPACT:

Not considered relevant to this report.

**18.1 Launceston Flood Authority Quarterly Report, January to March 2020
...(Cont'd)**

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.

BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

I certify that I have reviewed and approved this advice and recommendation.



Shane Eberhardt - General Manager Infrastructure and Assets Network

ATTACHMENTS:

1. Launceston Flood Authority Quarterly Report, January to March 2020
-

Attachment 1 Launceston Flood Authority Quarterly Report, January to March 2020



Quarterly Report - January to March 2020

In accordance with the Rule 26 of the *Launceston Flood Authority Rules, April 2020* the Authority must submit a quarterly report to Council for the periods ending March, June, September and December.

This report is for the period ending March 2020.

Key priorities for the coming quarter

- Development of a Strategic Plan for the Authority.
- Development of delegations to the City of Launceston Officers.
- Development of 2020/21 operational and capital budget.
- Asset Management Plan and long-term Financial Plan to be developed over this calendar year.

Operational activities undertaken

- All required inspections have been undertaken with all defects having been prioritised and an improvement plan generated.
- Annual contracts for mowing and weed spraying have been awarded to two suppliers - Complete Grounds & Garden Maintenance and Equity Labour Hire.
- There has been settlement along the Invermay Levee between Goderich Street and Invermay Road at a rate higher than expected. This will continue to be monitored.
- An alternative product (AquaDam) has been acquired for emergency management purposes which provides for a quicker response than sandbags when required.
- Four penstocks are planned for renewal in the next quarter.

Financial Position

- Revenue to date is \$210,758 of an annual budget of \$528,900 which is expected to be met by 30 June 2020.
- Expenditure to date is \$273,777 of an annual budget of \$550,741. End of year projections are likely to result in under expenditure of \$100,000 due to the cessation of the sediment raking. This expenditure does not include recovery of City of Launceston officer time to support the Authority activities which would be in the order of \$100,000.

Summary of performance

The Authority has met on three occasions and conducted two workshops to consider reports on sedimentation and raking; Utas developments and operational matters since its inception.

A handwritten signature in black ink, appearing to read "Greg Preece", with a long horizontal line extending to the right.

Greg Preece
Chairperson - Launceston Flood Authority

19 ORGANISATIONAL SERVICES NETWORK ITEMS**19.1 Financial Report to Council - 31 March 2020****FILE NO:** SF3611**AUTHOR:** Nathan Williams (Manager Finance)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the Council's financial performance for the period ended 31 March 2020.

PREVIOUS COUNCIL CONSIDERATION:

Audit Panel - 11 May 2020 - Agenda Item 9.4 - Financial Statements and Commentary

RECOMMENDATION:

That Council adopts the financial report to the period ended 31 March 2020 and notes the report discloses an underlying deficit of \$2.166 million.

REPORT:

With the exception of the Launceston Aquatic Centre and Parking, this report does not take into account the financial effects of COVID-19 pandemic. The financial effects will be visible from the June 2020 quarter, with reference to commencement of the City of Launceston's Community Care and Recovery Package and decreases in other income streams will be evident due to the non-usage of provided facilities.

The Statement of Comprehensive Income follows this commentary.

Revenues are generally favourable to budget, with the exception the timing of the Financial Assistance Grant (FAG) noted above and interest earnings. Overall, revenue is unfavourable \$0.801k, however, if adjusted for the expected receipt of FAGs received in advance would present a favourable variance of \$1.460m.

Operating expenditure is \$0.543m favourable to budget, with employee costs being \$1.125m favourable due to staff vacancies. This figure includes any costs associated with the Organisation Alignment Project earlier in the year.

	2019/20 YTD \$ Actual	2019/20 YTD \$ Budget	Variance YTD \$ Fav/(Unfav)
REVENUES FROM ORDINARY ACTIVITIES			
Rates	52,796,600	52,688,571	108,029
Fees and Charges	19,824,907	19,264,304	560,603
Revenue Grants			
Financial Assistance	1,583,263	3,813,524	(2,230,261)
Other Grants	1,690,195	1,004,870	685,325
Interest	1,226,200	1,571,117	(344,917)
Interest Committed	-	-	-
Investment Revenue	2,108,000	1,862,000	246,000
Bequests	104,283	135,536	(31,253)
Other Income	1,854,404	1,648,711	205,692
	<u>81,187,852</u>	<u>81,988,633</u>	<u>(800,782)</u>
EXPENSES FROM ORDINARY ACTIVITIES			
Maintenance of Facilities and Provision of Services			
Employee Benefits	31,402,942	32,528,777	1,125,834
Materials and Services	28,115,631	27,974,906	(140,725)
Impairment of Debts	27,013	19,125	(7,888)
Finance Costs			
Interest on Loans	202,522	202,522	(0)
Provision for Rehabilitation	238,766	238,766	-
Change in Rehabilitation Provision	-	-	-
Depreciation	16,448,551	16,018,471	(430,080)
State Government Fire Service Levy	6,232,291	6,232,291	(0)
Rate Remissions and Abatements	240,636	236,554	(4,082)
Write Down of Assets Held For Sale	-	-	-
	<u>82,908,352</u>	<u>83,451,412</u>	<u>543,060</u>
OPERATING SURPLUS / (DEFICIT)	(1,720,500)	(1,462,779)	(257,722)
Capital Grants	1,768,026	1,669,913	98,113
Infrastructure Take Up	-	-	-
Other Comprehensive Income	-	-	-
	<u>1,768,026</u>	<u>1,669,913</u>	<u>98,113</u>
Non-Operating Expenses			
Loss on Disposal of Fixed Assets	445,626	200,000	(245,626)
Comprehensive Result	(398,101)	7,134	(405,235)
Underlying Result (excl Capital Grants)	(2,166,127)	(1,662,779)	(503,348)

Unaudited - Internal Use Only

19.1 Financial Report to Council - 31 March 2020 ...(Cont'd)

	2019/20 YTD \$	2018/19 YTD \$	2017/18 YTD \$
EQUITY			
Capital Reserves	213,757,950	199,658,861	185,016,410
Revenue Reserves	1,020,966,286	1,017,401,548	1,012,752,386
Asset Revaluation Reserves	655,175,927	663,164,898	622,605,640
Investment Reserves	19,084,960	(15,478,099)	(18,188,202)
Trusts and Bequests	2,356,681	2,196,206	1,953,156
Operating Surplus	(398,101)	11,058,560	17,737,336
TOTAL EQUITY	1,910,943,702	1,878,001,974	1,821,876,725
Represented by:-			
CURRENT ASSETS			
Cash at Bank and on Hand	592,170	2,910,143	752,320
Rate and Sundry Receivables	20,487,222	19,679,253	20,455,374
Less Rates not yet Recognised	(17,530,503)	(16,866,202)	(16,236,786)
Short Term Investments	63,371,078	71,558,091	74,305,496
Inventories	731,194	695,146	617,163
Assets Held for Sale	3,401,885	4,242,217	840,329
	<u>71,053,046</u>	<u>82,218,649</u>	<u>80,733,895</u>
NON-CURRENT ASSETS			
Deferred Receivables	257,556	257,556	257,556
Investments	272,195,078	237,631,020	234,923,274
Superannuation Surplus	-	622,000	-
Intangibles	4,778,982	4,585,256	4,440,054
Infrastructure and Other Assets	1,341,468,352	1,350,049,901	1,297,751,132
Museum Collection	257,630,036	237,624,029	237,492,778
	<u>1,876,330,003</u>	<u>1,830,769,761</u>	<u>1,774,864,793</u>
TOTAL ASSETS	1,947,383,050	1,912,988,410	1,855,598,689
CURRENT LIABILITIES			
Deposits and Prepayments	578,853	596,020	970,312
Employee Provisions	7,009,032	6,755,570	6,498,031
Rehabilitation Provision	-	-	-
Interest-bearing Liabilities	-	390,467	1,193,253
Lease Liabilities	-	-	-
Sundry Payables and Accruals	6,556,352	9,354,381	7,784,635
	<u>14,144,236</u>	<u>17,096,437</u>	<u>16,446,231</u>
NON-CURRENT LIABILITIES			
Employee Provisions Non Current	790,709	919,357	988,864
Superannuation Obligation	1,814,000	-	461,080
Interest-bearing Liabilities Non Current	9,000,000	9,000,000	9,769,414
Lease Liabilities	-	-	-
Rehabilitation Provision	10,690,403	7,970,643	6,056,375
	<u>22,295,112</u>	<u>17,889,999</u>	<u>17,275,733</u>
TOTAL LIABILITIES	36,439,347	34,986,436	33,721,963
NET ASSETS	1,910,943,702	1,878,001,974	1,821,876,725

Unaudited - Internal Use Only

19.1 Financial Report to Council - 31 March 2020 ...(Cont'd)

Loan Balances

The loan balance as at 31 March 2020 is \$9.0m in respect of the interest free loan provided by State Government's Accelerated Local Government Capital Program (ALGCP)).

The State Government offered an interest free loan facility as part of an economic stimulus package to Northern Tasmania. The Council made submissions under this program for \$19.5m in loan funding (\$9.0m was borrowed in 2016/2017 for the CH Smith car park project and the loan is due to be repaid in five years (28 February 2022) from cash the Council has available now.

The Council no longer plans to borrow \$4.2m under the ALGCP for 18 months for the St John Street Redevelopment project.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
 3. To ensure decisions are made on the basis of accurate and relevant information.
 5. To maintain a financially sustainable organisation.
-

19.1 Financial Report to Council - 31 March 2020 ...(Cont'd)

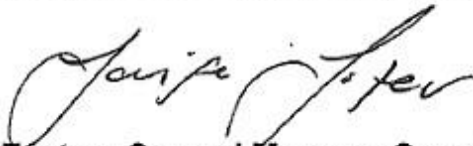
BUDGET & FINANCIAL ASPECTS:

As per the report.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

I certify that I have reviewed and approved this advice and recommendation.



Louise Foster - General Manager Organisational Services Network

19.2 2019/2020 Budget - Chief Executive Officer's Report on Adjustments 1 April to 30 April 2020

FILE NO: SF3611

AUTHOR: Nathan Williams (Manager Finance)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider adjustments made by the Chief Executive Officer to the 2019/2020 Budget.

PREVIOUS COUNCIL CONSIDERATION:

Audit Panel - 11 May 2020 - Item 9.2 - Budget Reallocations

RECOMMENDATION:

That, pursuant to section 82(7) of the *Local Government Act 1993* (Tas), Council receives the Chief Executive Officer's report on adjustments to the 2019/2020 budget for the period 1 April to 30 April 2020.

REPORT:

Pursuant to section 82(6) of the *Local Government Act 1993* (Tas), Council has authorised the General Manager (Chief Executive Officer) to adjust budgets up to \$500,000 so long as the adjustments do not alter revenue, expenditure, borrowings or capital works estimates in total. The Budget Management Policy 12-PI-001 adopted by Council on 13 October 2014 refers to section 82(7) of the *Local Government Act 1993* (Tas) which requires the General Manager (Chief Executive Officer) to report any adjustment and an explanation of the adjustment at the first Ordinary Meeting of the Council following the adjustment.

The following capital project adjustments have occurred in the period 1 April to 30 April 2020:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24035	Carr Villa Drainage Works	\$25,000	\$9,000	\$0	\$16,000
24036	Carr Villa Road Surface Renewal	\$30,000	\$0	\$9,000	\$39,000
	TOTAL	\$55,000	\$9,000	\$9,000	\$55,000

19.2 2019/2020 Budget - Chief Executive Officer's Report on Adjustments 1 April to 30 April 2020 ...(Cont'd)

The project scope of works:

Extra works have been identified to be completed under the Carr Villa Road Surface Renewal Project. These works have been quoted, with the project requiring additional funding.

The Carr Villa Drainage Works Project has been quoted, and has come in under budget, allowing surplus funds to be transferred off to cover extra works on the Road Surface Renewal project.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
5. To maintain a financially sustainable organisation.

BUDGET & FINANCIAL ASPECTS:

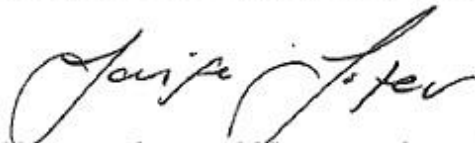
As per the report.

19.2 2019/2020 Budget - Chief Executive Officer's Report on Adjustments 1 April to 30 April 2020 ...(Cont'd)

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

I certify that I have reviewed and approved this advice and recommendation.



Louise Foster - General Manager Organisational Services Network

19.3 2019/2020 Budget - Budget Amendments**FILE NO:** SF3641**AUTHOR:** Nathan Williams (Manager Finance)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider changes to the Council's 2019/2020 Statutory Estimates.

A decision for Recommendation 1 requires an absolute majority of Council in accordance with section 82(4) of the Local Government Act 1993 (Tas).

PREVIOUS COUNCIL CONSIDERATION:

Audit Panel - 11 May 2020 - Item 9.1 - Budget Amendments (for Council)

RECOMMENDATION:

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993* (Tas) and by an absolute majority, approves the following changes to the 2019/2020 Statutory Estimates:
 - (a) Revenue
 - (i) the net increase in revenue from external grants and contributions of \$34,270.
 - (b) Expenses
 - (i) the net increase in operations expenditure of \$89,235.
 - (c) Capital Works Expenditure
 - (i) the net increase in expenditure from external funds of \$34,270.
 - (ii) the decrease in Council funded expenditure of \$89,235.
 2. notes that amendments from Recommendation 1 result in:
 - (a) the operating surplus being amended to \$6,222,175 (including capital grants of \$8,257,145) for 2019/2020.
 - (b) the capital budget being decreased to \$29,549,815 for 2019/2020.
-

REPORT:

The budget amendments are changes to the Statutory Estimates which require a Council decision. The changes relate to external grant revenue and transfers between Operations and Capital projects.

19.3 2019/2020 Budget - Budget Amendments ...(Cont'd)

	Operations	Capital
	\$'000	\$'000
Statutory Budget as at 1/07/2019	3,826	25,379
Adjustments approved by Council to 31/03/2020	2,451	4,226
Balance Previously Advised as at 31/03/2020	6,277	29,605
 <u>Amendments</u>		
Capital to Operations	(95)	(95)
Operations to Capital	6	6
External Funds	34	34
Statutory Budget as at 30/04/2020	6,222	29,550
Deduct Capital Grants and Contributions	(8,257)	
Underlying Operating Budget Deficit	(2,035)	

The table summarises all other budget agenda items and includes reconciliations of the budgeted operating result and capital expenditure. Details of the amendments are as follows:

1(a) The following items need to be reallocated from Capital to Operations.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP23956	Bea Maddock Online Catalogue	\$95,415	\$95,415	\$0	\$0
OPM22939	Bea Maddock Raisonne Vol II	\$0	\$0	\$95,415	\$95,415
	Totals	\$95,415	\$95,415	\$95,415	\$95,415

The project scope of works:

The Bea Maddock Online Catalogue project is no longer going ahead, and is soon to be cancelled. Instructions are for the budget to be transferred to the Bea Maddock Raisonne Vol II operations project.

Summary Table

Capital to Operations	Operations	Capital
Bea Maddock Online Catalogue	\$95,415	(\$95,415)
TOTAL	\$95,415	(\$95,415)

19.3 2019/2020 Budget - Budget Amendments ...(Cont'd)

1(b) The following items need to be reallocated from Operations to Capital.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OP40108	QVMAG Plomley Foundation	\$40,800	\$6,180	\$0	\$34,620
CP23934	Natural Sciences Storage	\$40,000	\$0	\$6,180	\$46,180
	Totals	\$80,800	\$6,180	\$6,180	\$80,800

The project scope of works:

The Plomley Foundation has agreed to transfer \$6,180 to fund the Butterfly Collection Entomology Cabinets being purchased under the Natural Sciences Storage project.

Summary Table

Operations to Capital	Operations	Capital
Natural Sciences Storage	(\$6,180)	\$6,180
TOTAL	(\$6,180)	\$6,180

1(c) The following items have been affected by external funding changes and affect both the Capital and Operations budgets.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
G10059.12 517	Capital Contributions - Museum	\$0	\$34,270	\$0	(\$34,270)
CP23934	Natural Sciences Storage	\$46,180	\$0	\$9,270	\$55,450
CP24066	Collection Purchases 2019/2020	\$0	\$0	\$25,000	\$25,000
	Totals	\$46,180	\$34,270	\$34,270	\$46,180

The project scope of works:

Recognition of external funding that will go towards funding the Natural Sciences Storage project and the Collection Purchases 2019/2020 project. The funds will be split as follows: \$25,000 from the Council of Heads Australian Faunal Collections will go to the Collection Purchases 2019/2020 project, and \$6,180 from the Friends of the Queen Victoria Museum and Art Gallery and \$3,090 from the Royal Society of Tasmania will go to the Natural Sciences Storage project.

19.3 2019/2020 Budget - Budget Amendments ...(Cont'd)

Summary Table

External Funding	Operations	Capital
Natural Sciences Storage	(\$9,270)	\$9,270
Collection Purchases 2019/2020	(\$25,000)	\$25,000
TOTAL	(\$34,270)	\$34,270

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
5. To maintain a financially sustainable organisation.

BUDGET & FINANCIAL ASPECTS:

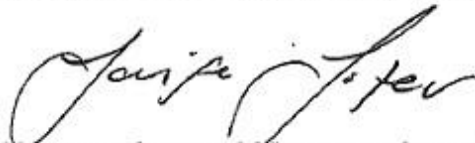
As per the report.

19.3 2019/2020 Budget - Budget Amendments ...(Cont'd)

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

I certify that I have reviewed and approved this advice and recommendation.



Louise Foster - General Manager Organisational Services Network

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020**FILE NO:** SF6634**AUTHOR:** Karen Woolridge (Corporate Planning and Performance Administration Officer)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the progress against Council's 2019/2020 Annual Plan Actions for the period ending 31 March 2020 and to consider deferring six actions from the 2019/2020 Annual Plan.

PREVIOUS COUNCIL CONSIDERATION:

Council - 25 July 2019 - Agenda Item 19.1 - Annual Plan 2019/2020

Council - 31 October 2019 - Agenda Item 20.1 - Progress Against 2019/2020 Annual Plan Actions for Period Ending 30 September 2019

Council - 23 January 2020 - Agenda Item 19.1 - Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 December 2019

RECOMMENDATION:

That Council notes progress against 2019/2020 Annual Plan Actions for the period ending 31 March 2020 and approves the deferral of the actions listed with a % Complete as 'Defer':

Strategic Priority 1: We *Connect with our Community and our Region* through meaningful engagement, cooperation and representation.

Our interactions with our community are authentic, timely, accurate and open. We want to build strong and productive relationships with our community and regional partners.

10-Year Goal: To seek out and champion positive engagement and collaboration to capitalise on the major opportunities, and address the future challenges facing our community and region.

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Action	Network	% Complete
Focus Area: To lead the implementation of the GLP via collaborative and constructive relationships with our regional partners.		
Review the GLP to provide an agreed vision and evidence based plan to guide the sustainable development of the GLP area over the medium and longer term horizons, which is supported by all member councils.	Chief Executive Officer	Defer
Comment		
Discussions have been held with the new CEO of the Northern Tasmania Development Corporation (NTDC) in respect to undertaking a coordinating role for this project. A tender package for the project has been finalised, however, it will be necessary to defer this project by 18 months due to the financial impact that the COVID-19 pandemic has had on the Council's operational budget.		
Action	Network	% Complete
Focus Area: To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities.		
Develop a framework for delivery of a Regional Recreation Strategy (Regional Sports Plan) in conjunction with sporting clubs, the State Government and neighbouring councils.	Infrastructure and Assets	5%
Comment		
The works have been tendered for but an appointment of a consultant to assist in development of the plan has been put on hold due to the fact that the region's sporting associations and teams are currently managing the impacts of the COVID-19 pandemic and are not well placed to be actively contributing to this process.		
The project will re-commence in 2020/2021.		
Action	Network	% Complete
Focus Area: To develop and consistently utilise contemporary and effective community engagement processes.		
Develop the City of Launceston's capacity to deliver consistent, sustainable and more effective community engagement for our stakeholders.	Chief Executive Officer	70%
Comment		
Our <i>Tomorrow Together</i> Community Engagement Program passed the halfway mark when we launched our fourth of six themes (Mobile and Accessible) in December. The fifth theme (Social, Inclusive and Fair) is ready to launch but is currently on hold due to COVID-19. Our consultation to date has involved both online and face to face consultation - we are reviewing the program to ascertain what this looks like in the future months given the pandemic.		

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Action	Network	% Complete
Focus Area: To develop and consistently utilise contemporary and effective community engagement processes.		
Develop a Community Engagement Policy, Strategy, Framework and Toolkit, as well as to provide training to our identified 'Champions' across the City of Launceston.	Chief Executive Officer	Defer
Comment		
The Community Engagement Strategy is complete and specific 'Champion' training has been undertaken with around 25 identified employees. This continues on an ongoing basis. An updated Community Engagement Policy and Toolkit is yet to be completed.		
This action is to be carried over to the 2020/2021 financial year.		

Strategic Priority 2: We *Facilitate Prosperity* by seeking out and responding to opportunities for growth and renewal of our regional economy.

We use our influence and resources to deliver the foundations for ongoing economic development. We want Launceston to be the heart of a thriving regional economy.

10-Year Goal: To have realised opportunities that grow and sustain our economy, and foster creative and innovative people and industries.

Action	Network	% Complete
Focus Area: To provide an environment that is supportive to business and development within the municipality.		
Cultural Strategy <ul style="list-style-type: none"> Complete and commence implementation of a Cultural Strategy for the City of Launceston 	Creative Arts and Cultural Services	90%
Comment		
The Draft Cultural Strategy was endorsed by Council for community consultation. The Draft is now available on <i>Your Voice Your Launceston</i> . The deadline has been extended in the wake of COVID-19 disruptions which will have an inevitable impact on the timing for analysis of feedback and the development and adoption of the final Strategy.		

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Strategic Priority 3: We are a *Progressive Leader* that is accountable to our governance obligations and responsive to our community.

Our decision-making and actions are evidence-based, strategic, transparent and considered. We are ethical, fair and impartial in complying with, and enforcing the law.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Action	Network	% Complete
Focus Area: To ensure decisions are made on the basis of accurate and relevant information.		
Level of Service Planning Stage 1 <ul style="list-style-type: none"> Commence planning to document service levels, review appropriateness of services, and engage with the community around expectations. 	Organisational Services	Defer
Comment		
The intention was to commence in May 2020 once a dedicated project resource was employed, however, the project is currently on hold and to commence in 2020/2021.		
Action	Network	% Complete
Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains, and adopting technological and other process innovations.		
Organisational Alignment Project <ul style="list-style-type: none"> Implement outcomes of the Organisational Alignment Project. 	Chief Executive Officer	95%
Comment		
The Organisational Alignment project has been substantially completed. Work will continue on the revised governance structures for UTAS Stadium and QVMAG over the next two-three years, however, these elements of the project will be separately reported moving forward.		
Action	Network	% Complete
Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains, and adopting technological and other process innovations.		
Organisational Cultural Development Roadmap <ul style="list-style-type: none"> Continue to implement an organisational development program, with a focus on organisational culture, Lean and leadership development. 	Organisational Services	60%

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Comment		
<p>The Cultural Roadmap contains seven Focus areas for improvement including the Organisational Alignment Project (OAP), Cultural Action Planning and Embedding our Values and Behaviours. All of these things have been progressing steadily and simultaneously, with some areas more advanced along the timeline with an increased focus on developing our leaders and setting them up to succeed in our revised organisational structure. Through the OAP, a number of other opportunities for improvement were identified and these have been incorporated into the Cultural Roadmap: for example, the need for a greater focus on professional and skill development and more accountable, inclusive and collaborative leadership. Our Cultural Roadmap already included a focus on many of these items, and the OAP feedback has reinforced their importance and helped us to identify areas of priority.</p> <p>The implementation of actions which form part of our Cultural Roadmap will progress over a number of years - the actions are currently planned out until June 2021. Roll out of leadership development training is on hold due to COVID-19 but other elements are progressing.</p>		
Action	Network	% Complete
Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains, and adopting technological and other process innovations.		
Review organisational Information and Communications Technology (ICT) Strategy.	Organisational Services	Defer
Comment		
The current strategy is due for review and will commence once the Organisational Alignment Project embeds new resources to support a holistic review. This action is to be delivered in 2020/2021.		
Action	Network	% Complete
Focus Area: To maintain a financially sustainable organisation.		
Diversifying our Income Streams <ul style="list-style-type: none"> Conduct a feasibility study on diversifying income streams for Creative Arts and Cultural Services 	Creative Arts and Cultural Services	Deferred by Council on 31 October 2019
Comment		
The action will become part of governance review for Creative Arts and Cultural Services.		
Action	Network	% Complete
Focus Area: To provide for the health, safety and welfare of the community.		
Workplace Health and Safety <ul style="list-style-type: none"> Review Safety Management System and commence implementation of review findings. 	Organisational Services	50%

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Comment		
Project is underway and an external consultant has completed a draft Workplace Health and Safety Management Plan.		
Some components of the developed safety improvement plan will roll over to the 2020/2021 financial year.		
Action	Network	% Complete
Focus Area: To fairly and equitably discharge our statutory and governance obligations.		
Commence renegotiation of the City of Launceston Enterprise Agreement.	Organisational Services	10%
Comment		
Planning for negotiations is being undertaken - formal negotiations are currently on hold due to COVID-19.		

Strategic Priority 4: We value our *City's Unique* Identity by celebrating our special heritage and culture, and building on our competitive advantages to be a place where people choose to live, work and visit.

We facilitate our community's sense of place by enhancing local identity. We want people to be proud to say that Launceston is "my city".

10-Year Goal: To sustain and promote Launceston as a unique place to live, work, learn and play.

Action	Network	% complete
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Launceston City Heart - Wayfinding and Connectivity Implementation - City Deal Agreement <ul style="list-style-type: none"> Implementation of wayfinding treatments in the CBD (Launceston City Heart area). 	Infrastructure and Assets	25%
Comment		
A number of trial wayfinding signs have been installed around the City and Seaport area. Remaining signage will be installed from June through to September 2020.		
Action	Network	% complete
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Launceston Heritage List Review and Precincts <ul style="list-style-type: none"> A review of the City of Launceston's local heritage list. 	Community and Place	40%
Comment		
This project is on track and in the third year of a five-year review.		

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Action	Network	% complete
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Collection Audit <ul style="list-style-type: none"> As part of the Digital Cultural Experience migrate QVMAG collection information onto new platform. 	Creative Arts and Cultural Services	50%
Comment		
The first collections are now complete and ready for the data to be migrated within the Digital Cultural Experience (DCE) project. However, progress has now been significantly impacted by COVID-19.		
Action	Network	% complete
Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.		
St John Street Redevelopment - City Deal Agreement <ul style="list-style-type: none"> Commence the redevelopment of St John Street (Central North and Central South) as part of Stage 1 of the Launceston City Heart Masterplan. 	Infrastructure and Assets	10%
Comment		
Work is nearing completion on the identification of future arrangements for re-locating the bus interchange from St John Street. Once complete, the St John Street Redevelopment Plan will be reviewed and refined, with work expected to commence on the re-development in 2020.		
Action	Network	% complete
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Launceston City Heart <ul style="list-style-type: none"> Implement Stage 2 Implementation Planning. 	Infrastructure and Assets	Defer
Comment		
This project will not commence until the review of the St John Street redevelopment has been completed and once the Organisational Alignment Project provides additional resources in the Place Making/Project Management teams.		

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Strategic Priority 5: We **Serve and Care** for our Community by providing equitable and efficient services that reflects needs and expectations of our community.

We are invested in our community's long term health, well-being, safety and resilience. We want to be trusted and respected by our community.

10-Year Goal: To offer access to services and spaces for all community members, and to work in partnership with stakeholders to address the needs of vulnerable communities.

Action	Network	% complete
Focus Area: To develop and manage infrastructure and resources to protect our community from natural and other hazards.		
Review and implement planning controls to align with 2018 River Flood Study.	Community and Place	50%
Comment		
A draft discussion paper has been prepared which has been workshopped with Councillors and key stakeholders.		
The project has been placed on hold due to the uncertainty created by the COVID-19 pandemic. It is likely to be commenced in the final quarter of 2020.		
Action	Network	% complete
Focus Area: To develop and manage infrastructure and resources to protect our community from natural and other hazards.		
Stormwater Management Plans <ul style="list-style-type: none"> Analyse results of hydraulic modelling developed over the past three years to finalise stormwater management plans for key urban catchments. 	Infrastructure and Assets	Complete
Comment		
The Stormwater Management Plan was adopted by Council at its Meeting held on 28 November 2019.		
Action	Network	% complete
Focus Area: To plan for and provide services and facilities that recognise the changing demographics and needs of our community.		
<i>My Place My Future</i> (Northern Suburbs Revitalisation Strategy) <ul style="list-style-type: none"> Stage 2 Implementation. 	Community and Place	60%
Comment		
The <i>My Place My Future</i> Plan was successfully launched in August 2019 with the next stage of this project to be implementation and delivery of the plan. This implementation Plan has been finalised and prior to its release, was going to go through another period of community consultation. This did not happen due to COVID-19, so implementation is progressing through all levels of government. Local government led projects have commenced in the areas of a social enterprise toolkit, neighbourhood leadership program, and a Mowbray industrial precinct revitalisation study.		

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Action	Network	% complete
Focus Area: To plan for and provide services and facilities that recognise the changing demographics and needs of our community.		
Review Council's Access Action Plan.	Community and Place	80%
Comment		
The review is on track, with extensive consultation occurring at present. The first draft has been workshopped with the Access Advisory Committee and various external stakeholders. It was scheduled for a Council Workshop in April, which was postponed due to COVID-19. Upon rescheduling, this can progress to development of the final plan and adoption.		
Action	Network	% complete
Focus Area: To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.		
Continue to roll out the <i>ABCDE</i> Learning Sites approach to Mowbray.	Community and Place	95%
Comment		
The consultation, workshops, project planning, and delivery of the Mowbray Learning Site has been completed with an asset map delivered, project list being refined and the launch of the <i>Dear Mowbray</i> video completed. The final report is currently being prepared.		
Action	Network	% complete
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Develop a Social Inclusion Framework.	Community and Place	20%
Comment		
This project has commenced, with extensive research and benchmarking. Internal consultation is now underway with a draft framework being developed to aid in external consultation.		

Strategic Priority 6: We *Protect our Environment* by caring for our unique natural assets and amenity, and sensitively managing future development opportunities.

We strive to minimise the impact of our actions on the environment, while planning for, adapting to and managing the impact of climate change. We want to protect the special character and values of our city for future generations.

10-Year Goal: To enhance the unique natural character, values, and amenity of our city by minimising the impacts of our organisation's and our community's activities in the environment.

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Action	Network	% complete
Focus Area: To contribute to air and river quality improvements in Launceston.		
River Health Action Plan - Implementation. The project will include the implementation of the River Health Action Plan (catchment management and combined system improvements, public education and policy development) and management of the sediment raking program (data review, hydrological modelling and community).	Infrastructure and Assets	75%
Comment		
<ul style="list-style-type: none"> • The Council has been working closely with TasWater to develop the implementation plan for the combined drainage works. • The 12 month program delivered by the Council to remove cross connections from separated sewer systems into stormwater in Trevallyn and Riverside is on track. • Significant work has been undertaken on sediment management within the Estuary with the intent to discuss options with the community when suitable. • Detailed communications strategy has been developed and implementation commenced. • Continuation of Tamar Action Grants process, with further rounds of funding for land holders to be released. 		
Action	Network	% complete
Focus Area: To reduce our and the community's impact on the natural environment.		
Sustainability Strategy Commence development of a Sustainability Strategy that will: <ul style="list-style-type: none"> • Identify actions and strategic projects to improve resource recovery and diversion away from landfill. • Outline an energy and greenhouse gas reduction action plan to enable the City of Launceston to reduce its carbon footprint. • Identify actions to build community and infrastructure resilience in light of the potential impacts of future climate change. 	Infrastructure and Assets	90%
Comment		
The Sustainability Strategy was adopted by Council on 3 October 2019. A greenhouse gas audit has commenced and will be completed in 2020.		

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Strategic Priority 7: We are a *City Planning for our Future* by ensuring our approach to strategic land-use, development and infrastructure investment is coordinated, progressive, and sustainable.

We play a leading role in balancing the enviable amenity of our municipality with the needs of future development and growth. We want to influence the delivery of the right investment for our City and Region.

10-Year Goal: To facilitate appropriate development via integrated land-use planning, infrastructure investment, and transport solutions within our municipality and region.

Action	Network	% complete
Focus Area: To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment.		
University of Tasmania (UTAS) Relocation - City Deal Agreement <ul style="list-style-type: none"> Engage with UTAS on the project to relocate to Inveresk to ensure it integrates with the precinct and City in a planned manner. 	Chief Executive Officer	60%
Comment		
Construction of the Library and Student Experience building and bridge to Willis Street have commenced.		
The parking plan for the Inveresk precinct has been completed and presented to the Council. UTAS is currently preparing a Development Application for a carpark on the northern round-house site and work is underway for UTAS to lease the land from the Council following the request from the Royal National Agricultural and Pastoral Society of Tasmania Limited (RNAPS) to surrender their current lease.		
Action	Network	% complete
Focus Area: To ensure our suite of strategic planning initiatives are coordinated, and representative of our community's needs and aspirations.		
City Deal Agreement <ul style="list-style-type: none"> Continue to work with the commonwealth and state governments to successfully implement all of the City of Launceston's commitments under the City Deal program to deliver a range of economic and social benefits to the City. 	Chief Executive Officer	75%

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Comment		
<p>Work on the Launceston City Deal projects is continuing. The Regional Economic Development Strategy was approved by Council on 1 December 2019, and this follows the delivery of the <i>My Place My Future</i> Plan, River Health Action Plan, Greater Launceston Transformation Project and City Heart projects. This inaugural Launceston City Cultural Strategy is currently undergoing public consultation with this process having been extended to accommodate the impacts from the COVID-19 pandemic.</p>		
Action	Network	% complete
<p>Focus Area: To improve and maintain accessibility, transport options, and infrastructure within the Launceston area, including its rural areas.</p>		
<p>Launceston Transport Strategy</p> <ul style="list-style-type: none"> Develop a Transport Strategy for the municipality that captures the challenges and opportunities that come with the growth and development across the city, the relocation of UTAS to Inveresk and the trends and technological advances in sustainable transport planning and operation. 	<p>Infrastructure and Assets</p>	<p>95%</p>
Comment		
<p>The State Government and Northern Councils are collaboratively working on a Transport Vision for the Greater Launceston Area. This vision will include an action plan which identifies the primary investigations and/or on-the-ground works which are needed to understand and address the challenges and opportunities which exist throughout the transport network.</p> <p>The Vision has been endorsed by Council for Consultation which will progress when suitable.</p>		
Action	Network	% complete
<p>Focus Area: To improve and maintain accessibility, transport options, and infrastructure within the Launceston area, including its rural areas.</p>		
<p>Traffic Signal Project</p> <ul style="list-style-type: none"> Upgrade of the City's aging traffic signal infrastructure (owned by State Growth), targeted improvement of intersections, implementation of data capture technology and data analytics, and provide a framework to encourage more sustainability transport options. 	<p>Infrastructure and Assets</p>	<p>75%</p>
Comment		
<p>The first year of the three year project is on track.</p>		

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

Action	Network	% complete
Focus Area: To improve and maintain accessibility, transport options, and infrastructure within the Launceston area, including its rural areas.		
St Leonards Residential Growth Strategy and Masterplan.	Community and Place	Defer
Comment		
Significant consultation and investigation activity has been completed. Long term financial plan modelling will now be undertaken. Regional transport network impacts will further inform the draft strategy and masterplan.		
Action	Network	% complete
Focus Area: To improve and maintain accessibility, transport options, and infrastructure within the Launceston area, including its rural areas.		
South Prospect Residential Growth Strategy and Master plan.	Community and Place	60%
Comment		
A concept site development plan has been prepared for the purposes of discussion and feasibility analysis.		
Further work is necessary to develop the concepts into rezoning's and planning scheme amendments for inclusion in the Launceston Local provision schedules later in 2020.		
Action	Network	% complete
Focus Area: To ensure that our application of the land-use planning system at a local and regional level is effective and efficient.		
Launceston Planning Scheme <ul style="list-style-type: none"> Finalise the local provisions of the Launceston Planning Scheme for translation to the new State-wide planning scheme framework. 	Community and Place	90%
Comment		
Local provisions have been endorsed by Council and submitted to the Tasmanian Planning Commission for consideration prior to the formal public advertising process.		
Awaiting Planning Commission decision. Progress on consultation has been delayed due to uncertainty created by COVID-19 pandemic.		

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

REPORT:

Progress against 2019/2020 Annual Plan Actions for the period ending 31 March 2020 is summarised by the following table:

Action Status	No. of Actions	%
Not Started:	0	0%
In progress:	24	75%
Complete:	1	3%
Action Previously Deferred by Council (31 October 2019):	1	3%
Recommended for Deferral:	6	19%
Total number of Actions:	32	100%

Deferral of actions from the 2019/2020 Annual Plan:

The deliverables in the 2019/2020 Annual Plan have been reviewed and 6 actions have been identified as needing to be deferred (not including one action which was previously deferred at the Council Meeting of 31 October 2019). Deferral is recommended due to shifts in organisational priorities and resource constraints which have resulted from the COVID-19 pandemic. The deferred actions are proposed to be delivered in future years.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

19.4 Progress Against 2019/2020 Annual Plan Actions for Period Ending 31 March 2020 ...(Cont'd)

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

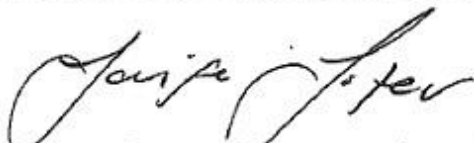
BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

I certify that I have reviewed and approved this advice and recommendation.



Louise Foster - General Manager Organisational Services Network

20 CHIEF EXECUTIVE OFFICER NETWORK ITEMS**20.1 Accelerated Capital Works Program****FILE NO:** SF7114**AUTHOR:** Shane Eberhardt (General Manager Infrastructure and Assets Network)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

DECISION STATEMENT:

To consider funding an accelerated capital works program.

PREVIOUS COUNCIL CONSIDERATION:

Council - 2 April 2020 - Agenda Item 7.1 - Community Care and Recovery Package - COVID-19

Workshop - 7 May 2020 - Care and Recovery Package - Proposed Accelerated Capital Works Program

RECOMMENDATION:

That Council adopts in principle a \$40 million Accelerated Capital Works Program to bring forward works to deliver \$20 million to market by 30 December 2020 and a further \$20 million by 30 April 2021, comprising the following components:

- *Accelerated Capital Works Program Policy* (Agenda Item 20.2 of this Agenda - Document Set ID 4276139) to identify projects to be delivered as part of the Program.
 - Reflect the moving forward of capital works in the Strategic Asset Management Plan and Long Term Financial Plan.
 - Reflect the adoption of this Program in the 2020/2021 Statutory Estimates.
-

REPORT:**Proposal**

The Council spends in the order of \$20m annually (excluding external grants) on capital delivery programs. To provide confidence in the construction market and stimulus to the local economy, it is intended to accelerate the City of Launceston's capital works to deliver twice the amount of planning and design works to the market in less than half the typical delivery time. The projects will be constructed over the following five years, responding to market availability.

20.1 Accelerated Capital Works Program ...(Cont'd)

In summary, projects will be identified by:

- Reviewing the capital renewal program and asset data for the next four years and identifying projects that can be brought forward.
- Reviewing and updating the draft 2020/2021 capital works program, ensuring projects identified for inclusion in the 2020/2021 accelerated capital program satisfy the criteria of the *Accelerated Capital Works Program Policy*.
- Reviewing the current 2019/2020 capital work programs with the intent to accelerate or defer and reallocate funds where delivery is unlikely by 30 April 2020.

The Council adopted the Strategic Asset Management Plan (SAMP) and Long Term Financial Plan (LTFP) in July 2019. These plans work together to provide an overview of the Council's organisational objectives in alignment with sustainable and affordable business management practices. The SAMP outlines our asset portfolio and associated commitments to deliver them in the most cost effective manner possible, whilst providing an agreed level of service to the community. Alongside this, the plans incorporate the Council's commitment to upgrade existing infrastructure or to provide new infrastructure to better service our community and address their expectations around increasing levels of service.

The infrastructure investment to deliver this proposed program needs to be financially sustainable and consistent with the SAMP and LTFP. The SAMP shows a combined renewal backlog across all asset classes of \$43m with a forecast average annual renewal budget of \$15m. Through funding renewals, the Council meets identified levels of service, and maintains its annual operational and maintenance expenditure and depreciation forecasts. Renewal projects are typically informed by the asset condition, asset remaining useful life and the need for the Council to continue to provide an intended level of service to the community.

A decision by Council to endorse an accelerated capital works program focussed on renewal, with an investment of \$40m will provide economic stimulus to the local community across a variety of professional, construction and manufacturing sectors. In addition, through prioritising renewal and overdue renewal projects, the Council will be employing good asset and financial management practices whilst providing our community with identified levels of service for these assets. The increased investment in our community will deliver much needed confidence to the local economic market, complimenting the intent of the Council's Care and Recovery Package.

Taking the above into account means that the proposed program will not include new infrastructure projects, as these would increase our annual operational and maintenance expenditure and increase our depreciation commitments, placing pressure on rate rises or decreases on services. The Council has endorsed a 0% change in rates for the 2020/2021 financial year, reflecting the challenges and hardship facing our local community.

20.1 Accelerated Capital Works Program ...(Cont'd)

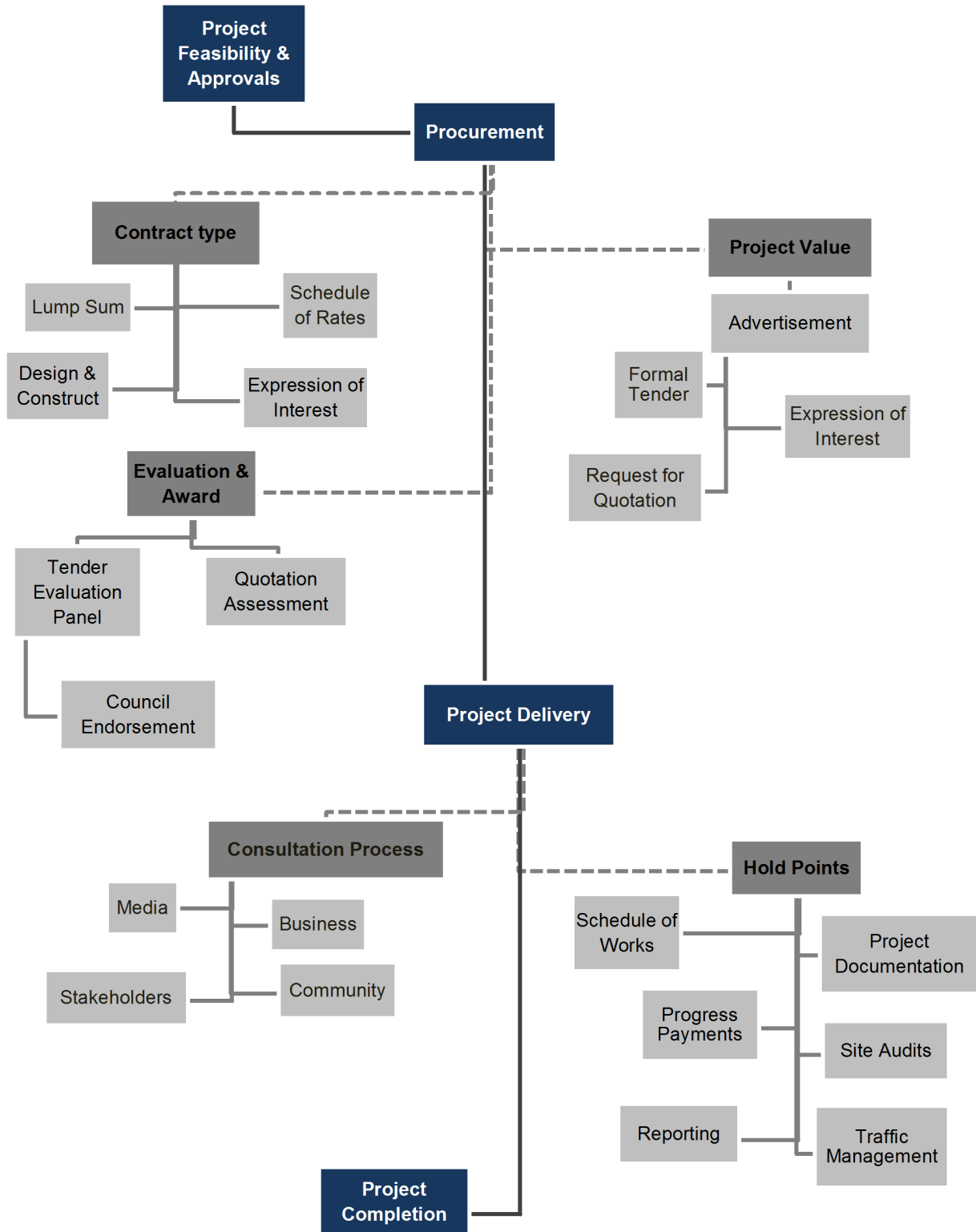
To guide decision making on identification of projects, an *Accelerated Capital Works Program Policy* is provided as Agenda Item 20.2.

The following criteria are proposed in the Policy to determine the selection of projects:

- Expenditure must be 80% asset renewal.
- Expenditure by program should be in line with the Long Term Finance Plan of approximately:
 - 60% to 70% transportation
 - 4% to 10% drainage
 - 5 to 10% recreation
 - 3% to 8% buildings
 - 12% to 20% waste management
 - 0% to 5% other
- Projects are required to be delivered in the next four years (2021 - 2025) due to capacity or condition/compliance
- Can be delivered to market by 30 April 2021
- Minimum expenditure for Roads to Recovery to be met.

To manage the delivery of the program in an efficient and transparent manner the project team will employ the Council's procurement management process in conjunction with the *Accelerated Capital Works Program Policy*. This includes compliance with the Council's Code for Tenders and Contracts and other Local Government requirements.

20.1 Accelerated Capital Works Program ...(Cont'd)



20.1 Accelerated Capital Works Program ...(Cont'd)

ECONOMIC IMPACT:

This Program is designed to provide confidence to the local construction market in the short term, however, the Council does not have the ability to continue this level of spending within the medium term.

The way this Program is funded will result in less capital renewal spending in the 2021/2022, 2022/2023 and 2023/2024 financial years. Large projects in our community such as the River Health Action Plan, the University of Tasmania relocation and other major Council commitments will likely offset any reduced Council expenditure in future years.

ENVIRONMENTAL IMPACT:

All projects will be designed and delivered in alignment with ecological sustainable development principles.

SOCIAL IMPACT:

Not considered relevant to this report and will be addressed within each project where applicable.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

1. To provide for the health, safety and welfare of the community.
 3. To ensure decisions are made on the basis of accurate and relevant information.
 5. To maintain a financially sustainable organisation.
-

20.1 Accelerated Capital Works Program ...(Cont'd)

BUDGET & FINANCIAL ASPECTS:

The proposed Accelerated Capital Works Program will be funded through bringing forward renewal funding which is identified within the Council's LTFP, consequently, the Council will not be spending any more funds than already identified in the LTFP over the next five years. However, there are significant economic sustainability opportunities in bringing forward renewal works, resulting in reducing forecast costs to the Council and community. The identified renewal projects already have a high priority in the Council's long term capital program and the capital spending budgeted in the five years 2021/2022 to 2025/2026 capital budgets will be reduced by \$2m each year to cover the proposed \$20m capital program acceleration.

This strategy will contribute to the restoration of cash balances negatively impacted by COVID-19 at the end of the five year period.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

I certify that I have reviewed and approved this advice and recommendation.



Michael Stretton - Chief Executive Officer

20.2 Accelerated Capital Works Program Policy**FILE NO:** SF7114**AUTHOR:** Shane Eberhardt (General Manager Infrastructure and Assets Network)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

DECISION STATEMENT:

To consider the adoption of the Accelerated Capital Works Program Policy (30-Plx-007).

PREVIOUS COUNCIL CONSIDERATION:

Council - 2 April 2020 - Agenda Item 7.1 - Community Care and Recovery Package - COVID-19

Workshop - 7 May 2020 - Care and Recovery Package - Proposed Accelerated Capital Works Program.

RECOMMENDATION:

That Council adopts the Accelerated Capital Works Program Policy (30-Plx-007) as set out below:

Accelerated Capital Works Program Policy**PURPOSE**

The purpose of this Policy is to establish the principles to select projects that are delivered through Council's \$40m Accelerated Capital Works Program.

SCOPE

This policy is to be adhered to for selection of projects and only applies to those projects being delivered through the \$40m Accelerated Works Program.

POLICY

The Policy is required to ensure that the Accelerated Works Program:

- Supports financially sustainable investment that is consistent with our Strategic Asset Management Plan and Long Term Finance Plan.
 - Provides an efficient and transparent approach to fast track capital projects.
-

20.2 Accelerated Capital Works Program Policy ...(Cont'd)

PRINCIPLES

The following criteria applies to the selection of projects:

- Expenditure must be 80% asset renewal.*
- Expenditure by program should be in line with the Long Term Finance Plan of approximately:
 - 60% to 70% transportation
 - 4% to 10% drainage
 - 5 to 10% recreation
 - 3% to 8% buildings
 - 12% to 20% waste management
 - 0% to 5% other
- Projects are required to be delivered in the next four years (2021 - 2025) due to capacity, condition and/or compliance.
- Can be delivered to market by 30 April 2021.
- *Roads to Recovery* minimum expenditure is to be met.

* Rehabilitation and liner development expenditure at the Launceston Waste Centre and expansion of the ash placement area are considered renewal from an asset management perspective and in application of this criteria because they provide for a continuation of an existing service.

Reporting on compliance with the Policy and project status will be to Council on a six-weekly schedule.

Adjustments to budgets and Statutory Estimate will occur in line with Council's current process.

RELATED POLICIES & PROCEDURES

Tender Review Committee Terms of Reference
Code for Tenders and Contracts

RELATED LEGISLATION

Local Government Act 1993 (Tas)
Local Government Tendering Regulations

REFERENCES

Not applicable

DEFINITIONS

Not applicable

REVIEW

This policy is only valid until the completion of the Accelerated Capital Works Program.

20.2 Accelerated Capital Works Program Policy ...(Cont'd)

REPORT:

To guide decision making on identification of projects, an *Accelerated Capital Works Program Policy* has been developed. The purpose of the Policy is to establish the principles to select projects that are delivered through the Council's \$40m *Accelerated Capital Works Program*.

Further details on the *Accelerated Capital Works Program* are provided as Agenda Item 20.1.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.

BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

20.2 Accelerated Capital Works Program Policy ...(Cont'd)

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

I certify that I have reviewed and approved this advice and recommendation.



Michael Stretton - Chief Executive Officer

21 CLOSED COUNCIL

No Closed Items have been identified as part of this Agenda

22 MEETING CLOSURE