



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 1 JULY 2021
1.00pm**

Notice is hereby given that the Ordinary Meeting of the City of Launceston Council will be held at the Council Chambers, Town Hall, St John Street, Launceston:

Date: 1 July 2021

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 and can be accessed at:
www.launceston.tas.gov.au/Council/Meetings/Listen .

PUBLIC ATTENDANCE AT THE COUNCIL MEETING

At the Council Meeting, please take care to follow signage and the directions of Council Officers to ensure that physical distancing and other COVID-19 safe behaviour is observed. Members of the public will be required to check in on arrival via the *Check In Tas App* as per the Direction Under Section 16 - Contact Tracing - No. 5 - *Public Health Act 1997*.

PUBLIC QUESTION TIME - AGENDA ITEM 8

Questions received in writing by close of business Wednesday of the week prior to the Council Meeting are treated as Questions on Notice. Your question and an answer will be published in the Agenda of the Council Meeting. Questions may be submitted to the Chief Executive Officer at contactus@launceston.tas.gov.au, PO Box 396, Launceston TAS 7250, or Town Hall, St John Street, Launceston.

If attending the Council Meeting in person, you may ask up to three questions during Public Question Time. If accepted, your questions will be either answered at the Meeting, or Taken on Notice and answered at a later Council Meeting.

PUBLIC COMMENT ON AGENDA ITEMS

When attend the Council Meeting, you will be asked if you wish to comment on an item in the Agenda. Prior to debate on that Agenda Item, you will be invited by the Chair to move to the public microphone at the doors to the Council Chambers and state your name and address.

Please note the following important information:

- Each item on the Agenda includes a Recommendation prepared by a Council Officer.
- You may speak for up to two minutes, either for or against the Recommendation.
- You may not ask questions or enter into debate with Councillors or Council Officers.
- Your statement is not to be defamatory, inappropriate or abusive, or be intended to embarrass any person, including Councillors or Council Officers.
- The Chair may direct you to stop speaking if you do not follow these rules, or if your statement repeats points that have already been made.
- Audio from our Council Meetings is streamed live via YouTube.

Your respectful contribution is welcome and appreciated.

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.

19 January 2021

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

Dear Michael

COUNCIL MEETINGS

In accordance with regulation 4 of the *Local Government (Meeting Procedures) Regulations 2015* 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 dates for 2021:

28 January	11 February	25 February	11 March
25 March	8 April	22 April	6 May
20 May	3 June	17 June	1 July
15 July	29 July	12 August	26 August
9 September	23 September	6 October	21 October
4 November	18 November	2 December	16 December

commencing at 1.00pm in the City of Launceston Council Chambers, Town Hall, St John Street, Launceston.

Yours sincerely



Councillor A M van Zetten
MAYOR

ORDER OF BUSINESS

Item No	Item	Page No
1	OPENING OF MEETING - ATTENDANCE AND APOLOGIES	1
2	MAYORAL ACKNOWLEDGEMENTS	1
3	DECLARATIONS OF INTEREST	1
4	CONFIRMATION OF MINUTES	1
5	DEPUTATIONS	1
	No Deputations have been identified as part of this Agenda	1
6	PETITIONS	1
	No Petitions have been identified as part of this Agenda	1
7	COMMUNITY REPORTS	2
7.1	Ms Sandra Murray (School of Health Science - University of Tasmania) - Food Insecurity	2
8	PUBLIC QUESTION TIME	2
8.1	Public Questions on Notice	2
8.1.1	Public Questions on Notice - Ms Jillian Koshin - Council Meeting - 17 June 2021	3
8.1.2	Public Questions on Notice - Ms Susan Rafferty - Council Meeting - 17 June 2021	5
8.1.3	Public Questions on Notice - Ms Nancy Serisier - Council Meeting - 17 June 2021	7
8.1.4	Public Questions on Notice - Mr Leigh Murrell - Council Meeting - 17 June 2021	8
8.1.5	Public Questions on Notice - Ms Susan Rafferty - 21 June 2021	9

City of Launceston

COUNCIL AGENDA

Thursday 1 July 2021

Item No	Item	Page No
8.2	Public Questions Without Notice	11
9	PLANNING AUTHORITY	12
9.1	40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling	12
10	ANNOUNCEMENTS BY THE MAYOR	25
10.1	Mayor's Announcements	25
11	COUNCILLORS' REPORTS	26
12	QUESTIONS BY COUNCILLORS	26
12.1	Questions on Notice	26
	No Councillor's Questions on Notice have been identified as part of this Agenda	26
12.2	Questions Without Notice	26
13	COMMITTEE REPORTS	27
13.1	Tender Review Committee Meeting - 24 June 2021	27
14	COUNCIL WORKSHOPS	29
14.1	Council Workshop Report	29
15	NOTICES OF MOTION	32
	No Notices of Motion have been identified as part of this Agenda	32
16	COMMUNITY AND PLACE NETWORK ITEMS	32
	No Items have been identified as part of this Agenda	32

City of Launceston

COUNCIL AGENDA

Thursday 1 July 2021

Item No	Item	Page No
17	CREATIVE ARTS AND CULTURAL SERVICES NETWORK ITEMS	32
	No Items have been identified as part of this Agenda	32
18	INFRASTRUCTURE AND ASSETS NETWORK ITEMS	33
18.1	Proposed New Street Name - Overend Way, Invermay	33
18.2	Proposed New Street Name - Avenger Avenue, Kings Meadows	36
19	ORGANISATIONAL SERVICES NETWORK ITEMS	39
19.1	<i>Facilities and Highways By-Law Number 1 of 2021</i> Delegation	39
19.2	Council Appointments to Internal and External Committees	42
20	CHIEF EXECUTIVE OFFICER NETWORK ITEMS	46
20.1	Community Care and Recovery Grants	46
20.2	Councillor Krista Preece - Declaration of Office	57
21	CLOSED COUNCIL	60
	No Closed Items have been identified as part of this Agenda	60
22	MEETING CLOSURE	60

1 OPENING OF MEETING - ATTENDANCE AND APOLOGIES

2 MAYORAL ACKNOWLEDGEMENTS

3 DECLARATIONS OF INTEREST

Local Government Act 1993 (Tas) - 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 17 June 2021 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 (Tas) - 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.)

7.1 Ms Sandra Murray (School of Health Science - University of Tasmania) - Food Insecurity

Ms Murray will provide a report to Council detailing whether high food insecurity is the new normal in Tasmania? Findings from the latest University of Tasmania food security report found that nearly one in five Tasmanians (18%) are still running out of food post-COVID-19. These findings suggest that there is a need to transition away from reliance on emergency food relief to authentic, scalable community and school food solutions. Community members in the northern suburbs of Launceston have started a conversation to explore this very question ... *what will it take to feed the northern suburbs?*

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 - Ms Jillian Koshin - Council Meeting - 17 June 2021**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following questions, asked at the Council Meeting on 17 June 2021 by Ms Jillian Koshin, have been answered by Mr Shane Eberhardt (General Manager Infrastructure and Assets) and Mrs Leanne Hurst (General Manager Community and Place Network).

Questions:

1. Since your climate emergency declaration in 2019, you have carried out or approved the destruction of huge numbers of mature trees - at least 70 to 80 plus in the Invermay-Inveresk area alone - just to make way for cars (traffic and parking) and inappropriate land uses - land uses that defy logic given the estuary and sea level rise and go against all the international research on climate change, sustainability and liveability, etc. What is (a) the Council's understanding of the relationship between trees, climate science, carbon capture and climate change and (b) how does the destruction of so many mature trees (irrespective of claims of replanting, because you are not actually replanting mature trees) - fit with your own Climate Emergency declaration and your reasoning behind your liveability survey?

Response:

Since declaring a climate emergency, the Council has committed to various targets to reduce greenhouse gas (GHG) emissions and transition to sourcing 100% renewable energy for the Council's owned buildings.

In 2020, the Council employed a full time Sustainability Officer to implement the City of Launceston Sustainability Strategy and has undertaken a Greenhouse Gas (GHG) audit of the Council's operations to better understand our emissions profile. Following on from the GHG audit and in response to declaring a climate emergency, the City of Launceston is finalising a Towards Zero Emissions Action Plan which will prioritise emission reduction actions for the Council across key areas such as waste, transport, buildings, the City of Launceston supply chain and increasing carbon sinks and sequestration capacity. The plan also includes a section on community emissions to start the conversation on what community specific actions the City would like to implement to transition to a low carbon future? The City of Launceston is aiming to have the plan adopted within the next few months.

8.1.1 Public Questions on Notice - Ms Jillian Koshin - Council Meeting - 17 June 2021 ...(Cont'd)

Trees on the Council's land are managed within the Tree Management Policy (26-Plx-005) that provides a clear and consistent management approach to ensure that the City of Launceston's trees are:

- *recognised as valuable community assets;*
- *adequately protected from works and development;*
- *maintained in a healthy condition to increase useful life expectancy; and*
- *removed only under defined conditions.*

The Tree Management Policy is very clear on what criteria needs to be met in order to remove a tree.

The Council plants in the order of 200 to 500 trees annually.

Further information can be found on the City of Launceston website <https://www.launceston.tas.gov.au/Natural-Environment-and-Waste/Natural-Environment#section-6>

The Council does not manage trees on private property.

Development needs to satisfy the requirements of the Launceston Interim Planning Scheme 2015.

2. In view of (a) the Council's own current liveability survey as well as (b) your Climate Emergency declaration and (c) all the international research on the inter-relationships between land use and climate change (and irrespective of the levees that are in place), what is your logic in ignoring the climate science by constantly adding and approving ever more traffic and inappropriate land uses on the Launceston flood inundation zone and could Councillors please address this question, not necessarily pass it to the planning department?

Response:

In accordance with the Land Use Planning and Approvals Act 1993, planning applications are considered against the provisions of the Launceston Interim Planning Scheme 2015. The Planning Scheme seeks to balance the economic, social and environmental needs of the City in a decision making framework. It has been developed cognisant of climate science and provides a framework for multi-faceted planning decisions that must balance many competing factors.

8.1.2 Public Questions on Notice - Ms Susan Rafferty - Council Meeting - 17 June 2021**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following question, asked at the Council Meeting on 17 June 2021 by Ms Susan Rafferty, has been answered by Mr Shane Eberhardt (General Manager Infrastructure and Assets).

Questions:

1. In 2019, according to Pitt and Sherry, who were contracted by the developer, the intersection of Forster Street and Invermay Road was at .9 saturation during peak times. This was based on limited data which was gathered before the University of Tasmania carpark had been finalised and is inadequate to properly assess the impact of the combined developments of the University of Tasmania carpark and Veolia in an already congested area. A thorough study, open to public scrutiny and input needs to be undertaken before any development takes place. Why has the Council not produced a thorough, updated and independent study that the public could have confidence was best practice?

Response:

The Traffic Impact Assessment (TIA) concluded that, following the development at existing (2019) traffic volumes, the intersection would continue to perform well with a Level of Service C and average delays of around 30 seconds, demonstrating negligible impact to the intersection as a result of the development.

The TIA applied a 2% annual growth rate to existing volumes to estimate traffic demand for the 2029 year to test whether the development's impacts will still be manageable in the future. The TIA was not required to model the impacts that the University of Tasmania (UTAS) relocation would have on the intersection. To satisfy the road authority, the TIA only had to demonstrate that the development itself would not adversely affect traffic flow.

8.1.2 Public Questions on Notice - Ms Susan Rafferty - Council Meeting - 17 June 2021 ...(Cont'd)

The 2029 future forecast indicates that a high Level of Service (LOS) C is still maintained at the intersection, with only the Forster Street West approach decreasing to a LOS D - though this is still an acceptable level of service. It is noted that this slight decrease in performance is due to increased demand from background traffic growth and not from the development itself. Further, the Forster Street West approach has since been upgraded, resulting in a higher level of service than would have otherwise been predicted.

It is worth noting that traffic signals regularly operate satisfactorily with a degree of saturation of 0.9. Due to the level of control available to the City of Launceston, additional capacity can be assigned to an at-capacity movement if traffic demand continues to grow into the future.

The City of Launceston is satisfied that the traffic impacts of this development will not adversely impact on the performance of the road network. The City of Launceston understands that additional pressure will be placed on the road network as a result of the UTAS relocation. However, the Council is satisfied that these impacts will be managed through the works proposed in the Invermay Traffic Masterplan, with many of these works already completed or underway.

*The Invermay Traffic Master Plan, a forward looking plan based on evidence and community engagement, describes how it is proposed to manage the traffic in the precinct. Further information can be found at:
<https://www.launceston.tas.gov.au/Business-and-Development/Major-Projects/Invermay-Traffic-Masterplan-2019-2020>.*

8.1.3 Public Questions on Notice - Ms Nancy Serisier - Council Meeting - 17 June 2021**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following question, asked at the Council Meeting on 17 June 2021 by Ms Nancy Serisier, has been answered by Leanne Purchase (Manager Governance).

Questions:

1. In the 1800s, the Launceston City Council needed to lower the ground levels in many areas of central Launceston to allow the horse drawn carts to get up the hills. Stone retaining walls were built in front of houses and behind. These walls still exist. Who is responsible for the maintaining these?

Response:

Generally, maintenance of retaining walls installed by the Council that border public roads is a responsibility of the Council. However, this is not always the case and from time to time, when it is identified a potential ownership or maintenance issue or when it is identified that records are incomplete or inaccurate, the City of Launceston investigates the establishment of responsibility for maintenance on a case-by-case basis. The Council does not maintain retaining walls that are located on private property.

Some years ago, the City of Launceston sought to identify the Council's retaining wall assets in order to be proactive in budgeting for their maintenance and management. More recently, the quality of the records the City of Launceston keeps in relation to these assets, has been improved by advances in technology and asset management practices. In relation to ownership and condition of retaining walls, the Council also considers information received from the community when matters requiring attention are reported to the Council.

8.1.4 Public Questions on Notice - Mr Leigh Murrell - Council Meeting - 17 June 2021**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following questions, asked at the Council Meeting on 17 June 2021 by Mr Leigh Murrell, have been answered by Mrs Leanne Hurst (General Manager Community and Place Network).

Questions:

1. Given that the Council determined some time ago that any soil removed from the construction sites at both the University Inveresk and Willis Street locations should be covered in plastic sheeting, is the Council able to accurately determine what soil is toxic and which is not and why is it that some piles of earth are covered and some are not given that it has all be set aside within safety fencing?

Response:

The assessment of soil is being managed by certified contamination practitioners in accordance with the EPA Bulletin 105: Classification and Management of Contaminated Soil. The site contractor is licensed to transport contaminated waste to an appropriate disposal facility.

2. Given that all of the soil stored within the fenced off areas is there because it is in fact toxic, what reason can be given to justify the removal of some of this soil and its relocation to land with frontage to the North Esk River, which is owned by Joe Pentrich, and which will present a genuine contamination risk when the river next floods this land?

Response:

This allegation has been investigated and the Council is not aware of any potentially contaminated soils being taken to the site adjacent to the North Esk River. The proponent is responsible for ensuring that all potentially contaminated soil is disposed of at appropriate locations in accordance with EPA Bulletin 105: Classification and Management of Contaminated Soil.

8.1.5 Public Questions on Notice - Ms Susan Rafferty - 21 June 2021**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following question, submitted to Council in writing on 21 June 2021 by Ms Susan Rafferty, has been answered by Mrs Leanne Hurst (General Manager Community and Place Network).

Questions:

1. Under whose authority and what criteria does a noxious and hazardous recycling operation, including medical waste, qualify as Light Industrial and how can it be allowed in an area directly abutting residential homes? Is 'mixed waste', including radioactive material, also part of this operation?

Response:

The planning scheme, Light Industrial Zone, allows consideration of many land uses including recycling centres, primarily where the offsite impacts to surrounding areas are determined to be manageable. The Veolia proposal on Forster Street was ultimately approved by the Resource Management and Planning Appeals Tribunal after considering all available evidence. Decisions of the Tribunal set out their reasoning and can be accessed on their website: www.rmpat.tas.gov.au.

ATTACHMENTS:

1. Public Questions on Notice - Ms Susan Rafferty - 21 June 2021
-

Attachment 1 - Public Questions on Notice - Ms Susan Rafferty - 21 June 2021

From: Susan Rafferty
Sent: Mon, 21 Jun 2021 12:59:15 +1000
To: Contact Us

Question on Notice:

Under whose authority and what criteria does a noxious and hazardous recycling operation, including medical waste, qualify as Light Industrial and how can it be allowed in an area directly abutting residential homes? Is 'mixed waste', including radioactive material, also part of this operation?

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

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling

FILE NO: DA0047/2021

AUTHOR: Maria Chledowska (Town Planner)

GENERAL MANAGER: Leanne Hurst (Community and Place Network)

DECISION STATEMENT:

To consider and determine a development application pursuant to the *Land Use Planning and Approvals Act 1993*.

PLANNING APPLICATION INFORMATION:

Applicant:	Adams Building Design
Property:	40 College Street, Newstead
Zoning:	Inner Residential
Receipt Date:	8/02/2021
Validity Date:	9/02/2021
Further Information Request:	02/03/2021
Further Information Received:	07/04/2021
Deemed Approval:	5/07/2021
Representations:	Seven

PREVIOUS COUNCIL CONSIDERATION:

DA0292/2002 - Construction of a carport (vary side setback)

DA0838/2020 - Residential - construction of alterations and additions to a dwelling - Delegated Report. Refused by Resource Management and Planning Appeal Tribunal for the reason that the plans in support of the development were in error as to the location of the dwelling on the site.

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(Cont'd)

STANDARDS REQUIRING COUNCIL DISCRETION

11.4.2 Site coverage and rear setback for single dwellings

11.4.3 Building envelope for single dwellings

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Launceston Interim Planning Scheme 2015, a permit be granted for DA0049/2021 for Residential - construction of alterations and additions to a dwelling at 40 College Street, Newstead subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

The use and development must be carried out in accordance with the endorsed plans to the satisfaction of the Council unless modified by a condition of the Permit:

- a. Site Plan, prepared by Adams Building Design, Project: Proposed Extensions 40 College Street, Newstead, Project No. 010420, Drawing No. 3/17, Dated 7/04/2021.
- b. Lower Demolition Plan, prepared by Adams Building Design, Project: Proposed Extensions 40 College Street, Newstead, Project No. 010420, Drawing No. 5/17, Dated 7/04/2021.
- c. Floor Plan, prepared by Adams Building Design, Project: Proposed Extensions 40 College Street, Newstead, Project No. 010420, Drawing No. 6/17, Dated 7/04/2021.
- d. Upper Floor Plan, prepared by Adams Building Design, Project: Proposed Extensions 40 College Street, Newstead, Project No. 010420, Drawing No. 7/17, Dated 7/04/2021.
- e. Elevations (sheet 1), prepared by Adams Building Design, Project: Proposed Extensions 40 College Street, Newstead, Project No. 010420, Drawing No. 8/17, Dated 7/04/2021.
- f. Elevations (sheet 2), prepared by Adams Building Design, Project: Proposed Extensions 40 College Street, Newstead, Project No. 010420, Drawing No. 9/17, Dated 7/04/2021.
- g. Vegetation Removal Plan, prepared by Adams Building Design, Project: Proposed Extensions 40 College Street, Newstead, Project No. 010420, Drawing No. 19/17, Dated 10/05/2021.

2. LEGAL TITLE

All development and use associated with the proposal must be confined to the legal title of the subject land except construction of access from the street.

3. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2021/00171-LCC, 01/06/2021 and attached to the permit.

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(Cont'd)

4. HOURS OF CONSTRUCTION

Construction works must only be carried out between the hours of:

Monday to Friday - 7am and 6pm

Saturday - 9am to 6pm

Sundays and Public Holidays - 10am to 6pm

5. DAMAGE TO THE COUNCIL'S INFRASTRUCTURE

The developer is liable for all costs associated with the repair of damage to the Council's infrastructure resulting from non-compliance with the conditions of the Planning Permit and any by-law or legislation relevant to the development activity on the site. Damage may also include the undertaking of unauthorised works to the Council's infrastructure such as driveways, footpaths and stormwater infrastructure. The developer will also be liable for all reasonable costs associated with the enforcement of compliance with the conditions, by-laws and legislation relevant to the development activity on the site.

6. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

All works in (or requiring the occupation of) the road reserve must be carried out in accordance with a detailed Traffic Management Plan prepared by a qualified person in accordance with the requirements of Australian Standard AS1742. A copy of such plan is to be maintained on site and available for inspection upon request by an Authorised Officer.

The explicit permission of Infrastructure and Engineering is required prior to undertaking works where the works:

- a. require a road or lane closure;
- b. require occupation of the road reserve for more than one week at a particular location;
- c. are in nominated high traffic locations; or
- d. involve opening or breaking trafficable surfaces.

Where the work is associated with the installation, removal or modification of a driveway or a stormwater connection, the approval of a permit for such works shall form the explicit approval.

7. SOIL AND WATER MANAGEMENT PLAN

Prior to the commencement of the development works the applicant must install all necessary silt fences and cut-off drains to prevent the soil, gravel and other debris from escaping the site. Additional works may be required on complex sites. No material or debris is to be transported onto the road reserve (including the nature strip, footpath and road pavement). Any material that is deposited on the road reserve as a result of the development activity is to be removed by the applicant. The silt fencing, cut off drains and other works to minimise erosion are to be maintained on the site until such time as the site has revegetated sufficiently to mitigate erosion and sediment transport.

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(Cont'd)

8. PROTECTION OF PIPELINES

The Council's existing underground pipes are to be located, both in alignment and depth, prior to the start of construction and all necessary steps taken to protect these pipes from damage during the construction process, including from vehicular access over the pipes, or from loads transmitted to the pipes from the proposed development. This shall be achieved in the following manner:

- a. footings must be no closer than 1.5m from the outer edge of the pipe,
- b. footings must extend below the line of influence, being a line rising at 45 degrees from the invert of the pipe,
- c. there must be a minimum clear space between buildings or substantial structures of at least 3m in width to allow maintenance along the line of the pipe.
- d. manholes or inspection openings are not to be covered and must remain accessible at all times.

No work over or immediately adjacent to the pipe is to commence without the written permission of the Chief Executive Officer or his delegate pursuant to section 13 of the *Urban Drainage Act 2013*.

9. PROTECTION OF STREET TREES

Existing street trees must be satisfactorily protected both by the design of the building and during construction work by barriers and similar devices in accordance with *Australian Standard 4970: Protection of Trees on Development Sites*. The protection works are to be installed prior to the commencement of any other works on the site and are to remain in place until the completion of all other works.

Notes**A. General**

This permit was issued based on the proposal documents submitted for (insert application reference). You should contact the Council with any other use or developments, as they may require the separate approval of Council. The Council's planning staff can be contacted on 6323 3000.

This permit takes effect after:

- a. *The 14 day appeal period expires; or*
 - b. *Any appeal to the Resource Management and Planning Appeal Tribunal is withdrawn or determined; or*
 - c. *Any agreement that is required by this permit pursuant to Part V of the Land Use Planning and Approvals Act 1993 is executed; or*
 - d. *Any other required approvals under this or any other Act are granted.*
-

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(Cont'd)

The permit lapses after a period of two years if the development or use has not substantially commenced within that period. An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by request to the Council.

B. Restrictive Covenants

The granting of this permit takes no account of any covenants applicable to the land. The permit holder and any other interested party, should make their own enquiries as to whether the proposed development is affected, restricted or prohibited by any such covenant.

If the proposal is non-compliant with any restrictive covenants, those restrictive covenants should be removed from the title prior to construction commencing or the owner will carry the liability of potential legal action in the future.

C. Appeal Provisions

A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal.

A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant.

For more information see the Resource Management and Planning Appeal Tribunal website www.rmpat.tas.gov.au <<http://www.rmpat.tas.gov.au>>

D. Permit Commencement

If an applicant is the only person with a right of appeal pursuant to section 61 of the Land Use Planning and Approvals Act 1993 and wishes to commence the use or development for which the permit has been granted within that 14 day period, the Council must be so notified in writing. A copy of the Council's Notice to Waive Right of Appeal is attached.

E. No Approval for Alterations to Driveway Crossover

No approval to install a new, or alter an existing, driveway crossover in any way has been granted or is implied by the issue of this Planning Permit.

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(Cont'd)

REPORT:

1. THE PROPOSAL

The proposal is for the construction of an extension to the rear of the existing dwelling. The existing structure to the rear of the dwelling is to be removed. The extension proposes a library, gym, sauna, and bedroom with walk-in-wardrobe, with a link-way to the existing garage along the south western of the side of the dwelling also proposed.

The proposed extension is to be located between 1.5m to 1.6m from the rear boundary and a minimum 1.68m from the side boundary to the south west.

A 0.4m cut and retaining wall is proposed 0.5m from the rear and side boundaries. A maximum height of the extension is 3.5m above the proposed floor level and approximately 3.1m above the natural ground level.

Associated with the alterations and additions to the dwelling is removal of three mature trees. Removal of vegetation does not require planning approval in this location.

2. LOCATION AND NEIGHBOURHOOD CHARACTER

The subject site is a 732m², irregular lot in the Inner residential zone. The site slopes slightly downwards north east.

Currently, there is an existing two storey dwelling and double garage on the site. The site is surrounded by the Inner residential zone with sites developed for a range of dwelling types and styles. Whilst the dominant form is single dwelling, there are a number of multiple dwelling developments in the surround area including *Elphinwood* Townhouses along the rear boundary.

3. PLANNING SCHEME REQUIREMENTS

3.1 Zone Purpose

11.0 Inner Residential Zone

11.1.1 Zone Purpose Statements

11.1.1.1 To provide for a variety of residential uses and dwelling types close to services and facilities in inner urban and historically established areas, which uses and types respect the existing variation and pattern in lot sizes, set back, and height.

11.1.1.2 To provide for compatible non-residential uses that primarily serve the local community.

11.1.1.3 To allow increased residential densities where it does not significantly affect the existing residential amenity, ensure appropriate location of parking, and maintain vehicle and pedestrian traffic safety.

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(Cont'd)

11.1.1.4 To maintain and develop residential uses and ensure that non-residential uses do not displace or dominate residential uses.

11.1.1.5 To provide for development that provides a high standard of amenity and contributes to the streetscape.

Consistent

The proposal is associated with the existing residential use of the site where full infrastructure services are available. The design has considered the possible impacts on adjoining properties and it is compatible with the existing character of the area.

11.4 Development Standards

11.4.1 Setback from a frontage for single dwellings

Objective:

To ensure that the setback from frontages:

- (a) assist in the establishment of the streetscape character;
- (b) enhance residential amenity;
- (c) provide a transition space between the road and private dwelling allowing mutual passive surveillance for community safety; and
- (d) respond to slope and other physical characteristics of a lot and assist in attenuation of traffic noise.

Consistent

The proposed extension is at the rear of the site and does not affect the existing frontage setback.

11.4.2 Site coverage and rear setback for single dwellings

Objective:

To ensure that the location and extent of building site coverage:

- (a) facilitates the provision of open space, gardens and other outside areas on the site that contribute to residential amenity;
- (b) assists with the management of stormwater;
- (c) provides for setback from the rear boundary; and
- (d) has regard to streetscape qualities.

Consistent

Appropriate area of private open space is provided. The reduced rear setback of the extension complies with the Performance Criteria.

A1 A site coverage of no more than 50% excluding building eaves and access strips where less than 7.5m wide.

Complies

A total site cover for the extended dwelling and the existing garage is 261.06m², equal to 35.6% of the 732m² site. At least 25% of the site will remain free from impervious surfaces.

A2 A rear setback of no less than 4m, unless the lot is an internal lot.

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(Cont'd)

<p>Relies on Performance Criteria The rear setback is between 1.5m to 1.6m, therefore, the application relies on the performance criteria.</p>
<p>P2 The location of buildings in relation to the rear boundary must:</p> <ul style="list-style-type: none"> (a) allow for adequate visual separation between neighbouring dwellings; (b) maximise solar access to habitable rooms; and (c) facilitate provision of private open space.
<p>Complies The rear boundary of the site is adjacent to the <i>Elphinwood</i> Townhouses complex at Landsborough Avenue and particularly to Unit No. 8. It is considered that the proposed extension in relation to the rear boundary complies as follows:</p> <ul style="list-style-type: none"> (a) <i>allow for adequate visual separation between neighbouring dwellings</i> The existing fence provides visual separation between both properties. Although the existing trees provides the separation at present they also contribute to the reduction of sunlight to Unit 8 so their removal will have beneficial impact on solar access to habitable rooms of this unit. Reduced rear setbacks are common within the surrounding residential area with most of the units at the <i>Elphinwood</i> Townhouses having reduced rear setbacks. (b) <i>maximise solar access to habitable rooms</i> It is a south facing extension therefore the setback is less important as the sun is unlikely to penetrate the windows of the proposed extension. (c) <i>facilitate provision of private open space.</i> The site has ample private open space at the side and front which is located to the north and north west of the dwelling. The reduction of the setback will therefore not be significant.

11.4.3 Building envelope for single dwellings

<p>Objective: To ensure that the siting and scale of single dwellings:</p> <ul style="list-style-type: none"> (a) allows for flexibility in design to meet contemporary dwelling requirements; (b) protects the residential amenity of neighbours through minimising visual bulk and overshadowing; and (c) has regard to streetscape qualities.
<p>Consistent The proposed single storey extension has a contemporary design with relatively lower height that minimise its overshadowing. Being at the front, the extension will not affect the streetscape.</p>

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(Cont'd)

<p>A1 All single dwellings (excluding minor protrusions extending less than 1.5m) must be contained within either of the following building envelopes:</p> <ul style="list-style-type: none"> (a) determined by a setback of no less than 3m from side boundaries and no less than 4m from the rear boundary and a building height of no more than 5.5m; or (b) determined by projecting at an angle of 45 degrees from the horizontal at a height of 3m above natural ground level at the side boundaries and at a distance of 4m from the rear boundary to a building height of no more than 8.5m above natural ground level (see Figures 11.4.3 A and 11.4.3 B); and walls are setback: <ul style="list-style-type: none"> (i) no less than 1.5m from a side boundary; or (ii) less than 1.5m, provided the wall is built against an existing boundary wall or the wall or walls have a total length of no greater than 9m or one third of the boundary with the adjacent property, whichever is the lesser.
<p>Relies on Performance Criteria</p> <p>The proposed additions to the dwelling encroach the prescribed building envelope with the rear setback less than 4m.</p>
<p>P1 The siting and scale of single dwellings must be designed to:</p> <ul style="list-style-type: none"> (a) ensure there is no unreasonable loss of amenity on adjoining lots by: <ul style="list-style-type: none"> (i) overshadowing and reduction of sunlight to habitable rooms and private open space to less than three hours between 9am and 5pm on 21 June or by increasing existing overshadowing where greater than above; (ii) overlooking and loss of privacy; and (iii) visual impacts when viewed from adjoining lots: and (b) take into account steep slopes and other topographical constraints; and (c) have regard to streetscape qualities.
<p>Complies</p>

11.4.7 Site coverage

<p>Objective: To:</p> <ul style="list-style-type: none"> (a) ensure that the site coverage of residential development and ancillary buildings respects the character of the surrounding area; (b) reduce the impact of increased stormwater runoff on the drainage system; and (c) provide for landscaping and private open space.
<p>Consistent</p> <p>Appropriate area of private open space is provided. The reduced rear setback of the extension complies with the Performance Criteria.</p>

E6.0 Parking and Sustainable Transport Code

<p>E6.1 The purpose of this provision is to:</p> <ul style="list-style-type: none"> (a) ensure that an appropriate level of parking facilities are provided to service use and development; (b) ensure that cycling, walking and public transport are supported as a means of transport in urban areas;

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(Cont'd)

<p>(c) ensure access for cars and cyclists and delivery of people and goods is safe and adequate;</p> <p>(d) ensure that parking does not adversely impact on the amenity of a locality;</p> <p>(e) ensure that parking spaces and accesses meet appropriate standards; and</p> <p>(f) provide for the implementation of parking precinct plans.</p>
<p>Consistent The proposed development at the side and rear of the existing dwelling will not affect the existing car parking facilities at the front of the site. The proposed bedroom will increase requirements by one space which is existing if front of the garage. No further assessment is necessary.</p>

4. REFERRALS

REFERRAL	COMMENTS
INTERNAL	
Infrastructure and Assets	Conditional consent provided with recommended conditions.
Environmental Health	Conditional consent provided with recommended conditions.
Heritage/Urban Design	N/A
Building and Plumbing	Standard notes recommended for the permit
EXTERNAL	
TasWater	Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA TWDA 2021/00171-LCC
State Growth	N/A
TasFire	N/A
Tas Heritage Council	N/A
Crown Land	N/A
TasRail	N/A
EPA	N/A
Aurora	N/A

5. REPRESENTATIONS

Pursuant to section 57 of the *Land Use Planning and Approvals Act 1993*, the application was advertised for a 14 day period from 10 April to 26 April 2021. Seven representations were received. The issues raised are summarised in the following table. Whilst the summary attempts to capture the essence of each issue raised it should be read in conjunction with the representations received which are attached to this report.

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(Cont'd)

<p>Issue 1 Encroachment of the proposed building on the neighbouring property will decrease property value.</p>
<p><i>Response 1</i> <i>Property values are not considered under the planning scheme assessment.</i></p>
<p>Issue 2 The additions will affect sunlight access and air circulation to the dwelling to the west due to the size and closeness.</p>
<p><i>Response 2</i> <i>A minimum 1.6m side setback to the west complies with the acceptable solutions. Furthermore, the single storey addition to the two storey dwelling will not affect sunlight access or air circulation. The extension will only slightly increase the existing overshadowing from 3pm onwards which is considered to comply with the planning scheme.</i></p>
<p>Issue 3 (a) The location of Unit 8 on the plans is incorrect; (b) Request for 3D South East Elevation and a plan of survey and shadow diagrams provided by Council; (c) Shadow diagrams are incorrect.</p>
<p><i>Response 3</i> <i>(a) A visit to the site confirmed this inaccuracy and the plans were corrected (including shadow diagrams) prior to advertising the proposal. (b) All information except a detailed survey plan was provided. The Council is not required to engage a third party to confirm the accuracy of plans. (c) The applicant provided all supporting information and demonstrated that the plans and diagrams are correct.</i></p>
<p>Issue 4 The proposal doesn't comply with the Performance Criteria for a 1.5m rear setback because (a) no other property in the area is subject to such a reduced setback; (b) overshadowing of habitable rooms at 3pm on June 21 of Unit 8; (c) a 1.5m rear setback does not facilitate provisions of private open space and (d) visual impacts due to the removal of vegetation and the extent of the development along the rear boundary.</p>
<p><i>Response 4</i> <i>The building envelope and rear setback provisions have been assessed in detail under Clause E11.4.2 and Clause E11.4.3 and it has been determined that it meets the performance criteria.</i></p>
<p>Issue 5 Suggestion to redesign the proposal to allow setback and height of the structure to be demolished</p>
<p><i>Response 5</i> <i>A planning application is assessed as submitted.</i></p>

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(Cont'd)

6. CONCLUSION

Subject to the recommended conditions, it is considered that the proposal complies with the Scheme and it is appropriate to recommend for approval.

ECONOMIC IMPACT:

The Launceston Interim Planning Scheme 2015 contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such economic impacts have been considered.

ENVIRONMENTAL IMPACT:

The Launceston Interim Planning Scheme 2015 contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such environmental impacts have been considered.

SOCIAL IMPACT:

The Launceston Interim Planning Scheme 2015 contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such social impacts have been considered.

STRATEGIC DOCUMENT REFERENCE:

Launceston Interim Planning Scheme 2015.

BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

9.1 40 College Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling ...(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.



Leanne Hurst - General Manager Community and Place Network

ATTACHMENTS:

1. Locality Map - 40 College Street, Newstead (*electronically distributed*)
 2. Planning Compliance Reports - 40 College Street, Newstead (*electronically distributed*)
 3. Plans to be Endorsed - 40 College Street, Newstead (*electronically distributed*)
 4. Sun Shade Diagrams and 3D Sun Shade Study - 40 College Street, Newstead (*electronically distributed*)
 5. 3D Views - 40 College Street, Newstead (*electronically distributed*)
 6. TasWater SPAN - 40 College Street, Newstead (*electronically distributed*)
 7. Representations - 40 College Street, Newstead (*electronically distributed*)
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10 ANNOUNCEMENTS BY THE MAYOR

10.1 Mayor's Announcements

FILE NO: SF2375

Sunday 20 June 2021

- Laid a wreath at the Boer War Commemorative Service
- Attended the AFL Hawthorn versus Essendon game at the University of Tasmania Stadium

Thursday 24 June 2021

- Attended *Breakfast with Grace*

Saturday 26 June 2021

- Attended the community event to celebrate 75 years of diplomatic relations between Australia and the Philippines
- Attended the South Launceston Rotary Changeover dinner

Sunday 27 June 2021

- Attended the Royal Society of Tasmania's Northern Branch Centenary lecture - *What made Tasmania?*

Monday 28 June 2021

- Attended the Assist, Support, Strength, Employment and Training (ASSET) program graduation at Migrant Resource Centre, Mowbray
 - Attended the *Carmen* production by Opera Australia
-
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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.)

No Councillor's Questions on Notice have been identified as part of this Agenda

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 Tender Review Committee Meeting - 24 June 2021****FILE NO:** SF0100/CD.013/2021**AUTHOR:** Anthea Rooney (Council and Committees Officer)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To receive a report from the Tender Review Committee (a delegated Authority Committee).

RECOMMENDATION:

That Council notes the decision of the Tender Review Committee to accept the tenders submitted by Flying Colours and Foot and Playsted for the Printing Services Panel, Contract Number CD.013/2021.

REPORT:

The Tender Review Committee Meeting, held on 24 June 2021, determined the following:

That the sums submitted by Flying Colours and Foot and Playsted for the Printing Services Panel, Contract Number CD.013/2021 be accepted.

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 Tender Review Committee Meeting - 24 June 2021 ...(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:

3. To ensure decisions are made on the basis of accurate and relevant information.
5. To maintain a financially sustainable organisation.

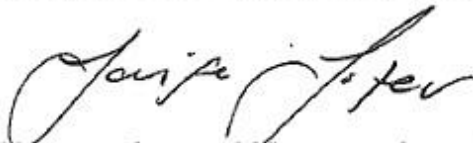
BUDGET & FINANCIAL ASPECTS:

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 8(2)(c)

14.1 Council Workshop Report

FILE NO: SF4401

AUTHOR: Anthea Rooney (Council and Committees Officer)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RECOMMENDATION:

That, pursuant to Regulation 8(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 24 June and 1 July 2021:

Towards Zero Emissions Action Plan Update

Councillors had an opportunity to provide feedback on proposed emissions reduction actions.

Combined Drainage Agreement - TasWater and City of Launceston

Councillors discussed the key differences between the current and the proposed City of Launceston and TasWater Combined Drainage Agreement.

Launceston City Deal - Extension Programming

Councillors will be advised of the planned approach to the Launceston City Deal extension to 2027.

University of Tasmania Pedestrian Bridge

Councillors received an update on the University of Tasmania Pedestrian Bridge.

Tasmania JackJumpers Update

Councillors received a presentation from the Chief Executive Officer of the Tasmania JackJumpers.

Coordinator General Office Update

Councillors received an update of and activities from the Coordinator General's Office.

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

Interim Art in Public Space Policy

Councillors discussed the Interim Art in Public Space Policy prior to its presentation at an upcoming Council Meeting.

Princess Theatre and Earl Arts Centre Masterplan

Councillors reviewed the Princess Theatre and Earl Arts Centre Masterplan.

REPORT:

Regulation 8(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:

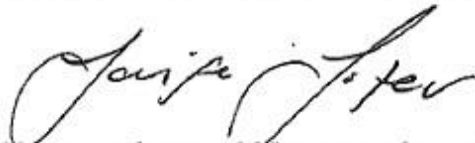
Not considered relevant to this report.

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

No Items have been identified as part of this Agenda

18 INFRASTRUCTURE AND ASSETS NETWORK ITEMS

18.1 Proposed New Street Name - Overend Way, Invermay

FILE NO: DA0047/2020/SF0621

AUTHOR: Jaclyn Galea (Infrastructure Development Officer)

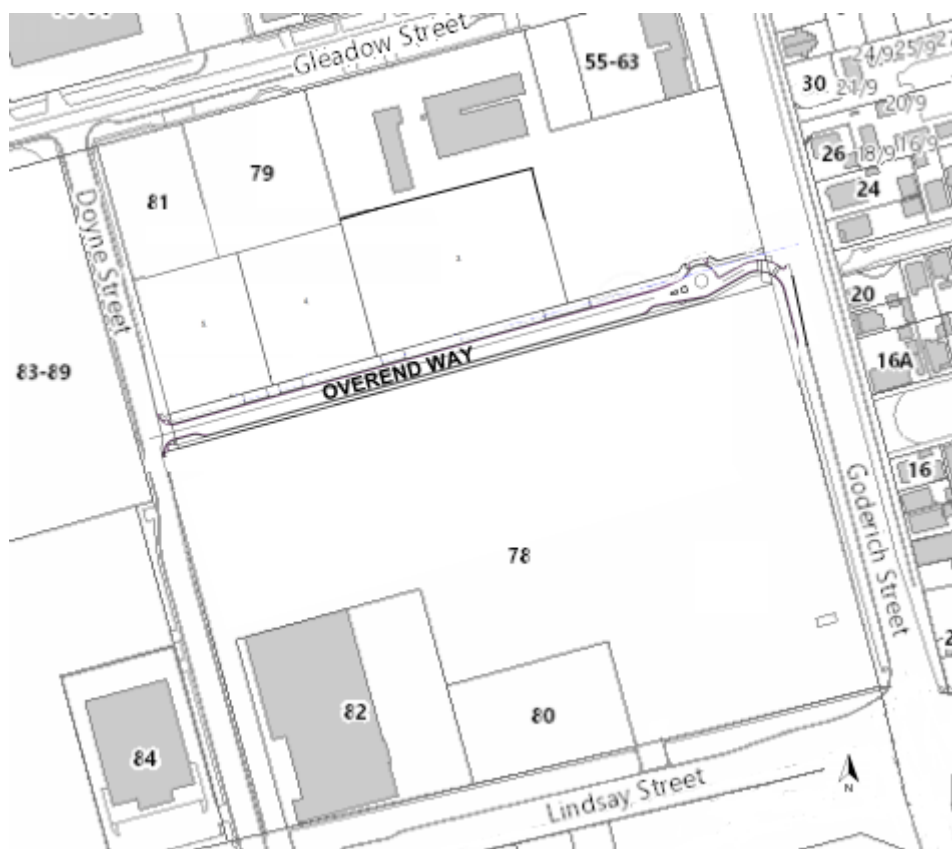
GENERAL MANAGER: Shane Eberhardt (Infrastructure and Assets Network)

DECISION STATEMENT:

To consider approval for a new street name constructed between Goderich and Doyne Streets, Invermay.

RECOMMENDATION:

That Council, pursuant to the provisions of section 54 of the *Local Government (Highways) Act 1982* and section 20E of the *Survey Co-ordination Act 1944*, approves the name Overend Way for the new street connecting Goderich and Doyne Streets, Invermay.



18.1 Proposed New Street Name - Overend Way, Invermay ...(Cont'd)

REPORT:

The proposed street name, Overend Way, has been provided by the Council at the developer's request. The justification provided for the proposed name is that Best Overend (c. 1833 - 30 November 1877) was one part of the partnership Overend and Robb that built the Launceston and Western Railway in 1868.

There are no instances of the name Overend Way being used in Tasmania for any streets or roads recorded in the State wide database administered by the State Government.

The descriptor *Way* is appropriate for the street.

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 7: We are a City planning for our future by ensuring our approach to strategic land-use, development and infrastructure is coordinated, progressive and sustainable.

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

Focus Areas:

3. To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.

BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

18.1 Proposed New Street Name - Overend Way, Invermay ...(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.



Shane Eberhardt - General Manager Infrastructure and Assets Network

18.2 Proposed New Street Name - Avenger Avenue, Kings Meadows

FILE NO: DA0357/2019/SF0621

AUTHOR: Jaclyn Galea (Infrastructure Development Officer)

GENERAL MANAGER: Shane Eberhardt (Infrastructure and Assets Network)

DECISION STATEMENT:

To consider approval of the name Avenger Avenue for a new residential street resulting from a new subdivision located at No. 3 Techno Park Drive, Kings Meadows.

RECOMMENDATION:

That Council, pursuant to the provision of section 54 of the *Local Government (Highways) Act 1982* and section 20E of the *Survey Co-ordination Act 1944*, approves the name Avenger Avenue, for the cul de sac in Techno Park Drive, Kings Meadows between No. 90 Quarantine Road and No. 5 Techno Park Drive, Kings Meadows.



18.2 Proposed New Street Name - Avenger Avenue, Kings Meadows ...(Cont'd)

REPORT:

The proposed street name, Avenger Avenue, has been provided by the subdivider. The justification provided for the proposed name is that Avenger Avenue is after the *Marvel Comics* series *Avengers*.

There are no instances of the name Avenger being used in Tasmania for any streets or roads recorded in the State wide database administered by the State Government.

Whilst it is a cul de sac, the descriptor *Avenue* has been used for this street due to its length.

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 7: We are a City planning for our future by ensuring our approach to strategic land-use, development and infrastructure is coordinated, progressive and sustainable.

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

Focus Areas:

3. To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.

BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

18.2 Proposed New Street Name - Avenger Avenue, Kings Meadows ...(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.



Shane Eberhardt - General Manager Infrastructure and Assets Network

19 ORGANISATIONAL SERVICES NETWORK ITEMS

19.1 *Facilities and Highways By-Law Number 1 of 2021* Delegation

FILE NO: SF6763

AUTHOR: Duncan Campbell (Team Leader Legal Services)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the delegation of powers under and in respect of the *Facilities and Highways By-Law Number 1 of 2021*.

This decision requires an absolute majority of Council.

RECOMMENDATION:

That Council

1. authorises the Chief Executive Officer to be an *Authorised Officer* for the purpose of the *Facilities and Highways By-Law Number 1 of 2021*.
 2. pursuant to section 22 of the *Local Government Act 1993* (Tas), delegates all of its powers under and in respect of the *Facilities and Highways By-Law Number 1 of 2021* to the position of Chief Executive Officer.
 3. pursuant to section 64(1)(b) of the *Local Government Act 1993* (Tas), authorises the Chief Executive Officer to delegate the functions and powers delegated at Recommendation 1. to an employee or employees of the Council.
 4. notes, for the avoidance of doubt, *Chief Executive Officer* is a term of reference used for the *General Manager* as appointed pursuant to section 61 of the *Local Government Act 1993* (Tas).
 5. pursuant to section 23AA(2)(b) of the *Acts Interpretation Act 1931* (Tas), authorises the Mayor to evidence the delegations made by this decision, by signing an instrument of delegation referring to this decision and replicating, either exactly or in substance, the terms of the delegations effected by these Recommendations.
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19.1 *Facilities and Highways By-Law Number 1 of 2021* Delegation ... (Cont'd)

REPORT:

On 3 June 2021, Council passed a resolution in respect of the making of the *Facilities and Highways By-Law Number 1 of 2021* (the by-law). The Council's seal was subsequently applied to the by-law, which thereafter commenced and became enforceable on its publication in the Tasmanian Government *Gazette* on 23 June 2021.

In order for the by-law to be administered in its most efficient manner, it is necessary that Council's powers, under and in respect of the by-law, are delegated to the Chief Executive Officer. The Recommendations under consideration also provide that the Chief Executive Officer can in turn delegate those powers to various officers within the Council, such as the General Managers of relevant Networks.

In the interests of responsible and efficient administration of the by-law, it is recommended that Council delegates its power to authorise a person in writing to be an *Authorised Officer*.

Once an employee of the Council becomes an Authorised Officer, that person is entitled to authorise, permit or allow various activities that may otherwise be unlawful, such as driving a vehicle in a facility (clause 4), issue permits for activities (clauses 6, 7 and 8), allow a person onto the playing field at Aurora Stadium (clause 12) and to deem a substance to be a polluting substance for the purpose of the by-law (clause 3). An Authorised Officer is also able to issue infringement notices in respect of alleged contraventions of the by-law (clause 28).

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

19.1 Facilities and Highways By-Law Number 1 of 2021 Delegation ...(Cont'd)

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Priority Area 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 Area -

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

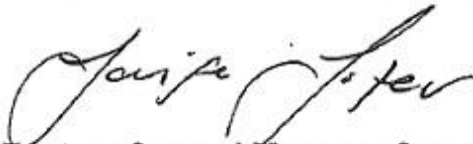
BUDGET & FINANCIAL ASPECTS:

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

19.2 Council Appointments to Internal and External Committees**FILE NO:** SF0106/SF0095/SF2233**AUTHOR:** Kelsey Hartland (Team Leader Governance)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

DECISION STATEMENT:

To approve Council appointments in respect of committees, authorities, specific purpose committees and external organisations for positions vacated by former Councillor Janie Finlay after she was successfully elected to State Parliament.

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 24 June 2021 - General Business - Vacancies in Council Appointments to Internal and External Committees

Council - 12 November 2021 - Agenda Item Number 19.1 - Council Appointments to Internal and External Committees

RECOMMENDATION:

That Council:

1. pursuant to section 24(2) of the *Local Government Act 1993* (Tas), makes the following new appointment:

SPECIAL COMMITTEES
established under section 24(1) of the *Local Government Act 1993* (Tas)

Launceston City Heart Reference Group	New Appointment: Councillor K M Preece This appointment is made in addition to current representatives: Councillor A M van Zetten Councillor N D Daking Councillor A G Harris Councillor K P Stojansek
----------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

2. pursuant to order 5(4) of the *Local Government (Audit Panels) Order 2014*, makes the following new appointment:
-

19.2 Council Appointments to Internal and External Committees ...(Cont'd)

AUDIT PANEL
established under section 85(1) of the *Local Government Act 1993 (Tas)*

Audit Panel	<p>New Appointment: Councillor T G Walker</p> <p>This appointment is made in addition to current representative: Councillor D H McKenzie</p>
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3. makes the following new appointments to committees and organisations external to the Council:

COUNCILLORS' EXTERNAL COMMITTEE MEMBERSHIP
from resolutions of Council

Economic Development Working Group	<p>New Appointment: Councillor A E Dawkins</p> <p>This appointment is made in addition to current representatives: Councillor N D Daking Councillor D H McKenzie Councillor T G Walker</p>
Launceston Safer Communities Partnership	<p>New Appointment: Councillor A G Harris</p> <p>This appointment is made in addition to current representative: Councillor P S Spencer</p>
University of Tasmania Northern Campus Engagement and Advisory Group	<p>New Appointment: Councillor K M Preece</p> <p>This appointment is made in addition to current representatives: Councillor D H McKenzie Councillor A G Harris</p>

4. notes that the new appointments made at Recommendations 1-3. above will be incorporated in the Committee Representation Details Procedure 14-HLPrx-012.
5. notes that the new appointments made at Recommendations 1-3. will next be reviewed following the Local Government elections in 2022.
6. notes, for the avoidance of doubt, that 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)*.

19.2 Council Appointments to Internal and External Committees ...(Cont'd)

REPORT:

The purpose of this report is to update Council's appointments of representatives to committees, authorities, specific purpose committees and external organisations following former Councillor, Janie Finlay's, successful election to State Parliament and the declaration of office by Councillor Krista Preece.

Discussion and nominations for the vacancies were held at the Workshop Meeting held on 24 June 2021. Tentative nominations were received for each committee and external organisation representation and now require endorsement for incorporation into the Council's Committee Representation Details Procedure (14-HLPrx-012).

Appointments were last reviewed on 12 November 2020 and the next review will occur after the 2022 Local Government elections.

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.

19.2 Council Appointments to Internal and External Committees ...(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

20 CHIEF EXECUTIVE OFFICER NETWORK ITEMS**20.1 Community Care and Recovery Grants****FILE NO:** SF7109/SF7110/SF7120**CHIEF EXECUTIVE OFFICER:** Michael Stretton

DECISION STATEMENT:

To consider the final report on the Council's *COVID-19 Pandemic Community Care and Recovery Grants*.

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 25 March 2021 - Community Care and Recovery Package - Innovative Grants Summary Report

Council - 30 April 2020 - Agenda Item 15.1 - Notice of Motion - Councillor T G Walker - Community Care and Recovery Digital Innovation Grants

Council - 16 April 2020 - Closed Session - Agenda Item 22.3 - Community Care and Recovery Package

Council - 2 April 2020 - Special Council Meeting - Agenda Item 7.1 - Community Care and Recovery Package

Workshop - 26 March 2020 - Community Care and Recovery Package

Council - 19 March 2020 - Agenda Item 21.1 - Urgent Business - Notice of Motion Councillor van Zetten - Community Care and Recovery Package

RECOMMENDATION:

That Council:

1. receives the final report on the *COVID-19 Pandemic Community Care and Recovery Grants* (ECM Doc Set ID 4555715), and
 2. determines not to engage a suitably qualified organisation to conduct an independent audit of the Community Care and Recovery Grants program.
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-

20.1 Community Care and Recovery Grants ...(Cont'd)

REPORT:

The Council's *COVID-19 Community Care and Recovery Package* was unanimously adopted by Council at a Special Council Meeting on 2 April 2020 to support Launceston's commercial sector, which had been impacted heavily by the COVID-19 pandemic.

The package included a range of support and recovery measures, including:

- a six-month rates remission for eligible businesses;
 - 0% rate rise for the 2020-21 financial year;
 - accelerated \$40 million capital works programme;
 - 0% Cityprom business levy for 2020-2021 financial year;
 - rental relief on Council-owned facilities;
 - \$700,000 business grants package;
 - a new Rates Hardship Policy;
 - \$465,000 in fee relief for business;
 - events and sponsorship relief; and
-
- community assistance initiatives, including for the vulnerable.

In respect to the business grants package, the report which was considered by the Council on the 2 April 2020 included the following summary:

The Community Care and Recovery Package is a clear, considered and targeted response to the economic impacts of the pandemic which will assist our community to both manage and recover from the impacts and is detailed as follows:

- *Provision of a one-off special grant round to support business innovation which would include a focus on the development of digital capability (ie. on-line services) as well as to facilitate opportunities for developing circular economy initiatives and support for sporting and cultural groups to develop alternate approaches to their activities. It is proposed that the Council initiate a multi-faceted grants program, which will be delivered to City of Launceston businesses and groups...*

...The grants program will focus on digital innovation and circular economy initiatives...

20.1 Community Care and Recovery Grants ...(Cont'd)

- *Digital Innovation - Grants will enable small and medium business in the Launceston Municipal Area have an improved chance to continue trading, while community, sporting and cultural groups are able to remain active and support social cohesion. These grant(s) will provide small and medium sized business, sporting, cultural and community groups with the support to rapidly transition to alternate models of commerce, outreach and engagement, primarily digital solutions. This support will include professional advice (Level 1) and financial grants (Level 2) to provide and rapidly deploy a relevant front end digital solution to support their core business.*
 - *Level 1 will provide funding for businesses to access professional advice and assistance from a panel of Business Online/E-services/Marketing Advisers (collated by Council via an Expression of Interest process). Support will be given to businesses to adapt their business practises in response to the changing COVID-19 pandemic environment. Businesses looking for this level of advice are also encouraged to access the State Government Digital Ready service. The Digital Ready program is funded by the Department of State Growth and offers businesses two hours of free online marketing mentoring with experienced consultants. The program is open to all businesses and is an ideal way to assess and improve your current marketing activities. Consultants can make recommendations on how the Community Care and Recovery Package grants funding could be used to market your business online. The Council will encourage businesses to access both Digital Ready and the City of Launceston's Community Care and Recovery Grant Level 1.*
 - *The Level 2 grant will provide funding to support implementation of innovative projects that enable businesses to adapt their practises in response to the changing COVID-19 environment. Applicants do not have to access Level 1 or Digital Ready advice prior to applying for this Level 2 grant, but are strongly encouraged to have done so. Applicable assessment criteria has been built into the applications for both levels of grants. These will ensure that the need is genuine, that the funding will demonstrate a creative and innovative solution to the current business practises and that the solution can be provided by a local business. In respect to timing, the Council will be ready to go live with the grants program minutes after the Council Meeting decision next Thursday and it is intended to be a 'rolling' application and assessment process. That means successful applicants can access Level 2 grants immediately, but successful applicants for Level 1 grants will have to wait until the panel of experts has been procured, which will take a week to enable a quick expression of Interest process to be completed It is proposed to allocate \$650,000 to the digital innovation grants program.*
-

20.1 Community Care and Recovery Grants ...(Cont'd)

The grants program was conducted between 2 April and 21 May 2020 delivering \$796,166 to 196 Launceston businesses and organisations which resulted in over \$1.3m in return to the local economy. This is illustrated in the following table:

Grant Type	Applications	Approved	Declined	Withdrawn	\$ Value of Grants Awarded	\$ Value of Projects
Level 1	70	57	5	8	\$57,000	\$57,000
Level 2	98	87	7	4	\$586,500	\$931,884
Level 2a	53	52	0	1	\$152,666	\$329,998
TOTAL	221	196	12	13	\$796,166	\$1,318,882

As witnessed in most of the grant programs offered by Governments during the COVID-19 Pandemic, there were public concerns expressed in respect to the Council's innovation grants program. The concerns centred on the rolling nature of the grant assessment and delivery, the rapid take-up of the grants, the level of need of grant recipients, concern around IP addresses of applicants, allegations of early release of information in respect to the grants and allegations that a provider had taken advantage of the Council's Level 2 grant program by rapidly submitting applications on behalf of client businesses, allegations of businesses receiving multiple grants and allegations of businesses that are not located within the City of Launceston receiving grants.

In response to these concerns the following Notice of Motion was passed by the Council at its Meeting on 30 April 2020:

That the Council requests the Chief Executive Officer to engage a suitably qualified organisation to conduct an independent audit of the Community Care and Recovery Grants program(s). This audit should include, but not necessarily be limited to:

- (a) A review of the rationale and objectives of the programs;*
- (b) A review of the administration process for the receipt, assessment and awarding of the grants against the Council approved criteria; including:*
 - an assessment of the rigour applied by Council to determine the genuine need of the organisations which received grants and*
 - an assessment of the rigour applied by Council to determine creative and innovative solutions;*
 - and the costings included by the successful applicants, including clarification around the figures representing co-contribution; and*
- (c) An assessment of the actual on-the-ground impact that the grant funding has on businesses within Launceston, and*
- (d) A determination on whether the objectives of the Community Care and Recovery Grants program were achieved.*

20.1 Community Care and Recovery Grants ...(Cont'd)

It is estimated that an external audit of the program would cost around \$40,000.

Applicants were given six months from the completion of their project to submit their acquittal as it was determined difficult to gauge the success of a project any sooner. The first acquittals started to be received in September 2020, with most being received by the end of February 2021. At this time there were still some outstanding acquittals, however, it was resolved to stop seeking them after repeated efforts had failed to result in their submission.

Following the February decision, the Council's staff have completed a Final Report on the *Community Care and Recovery Grants Program* (the Report) (Attachment 1), which was presented to Council at a Workshop on 25 March 2021. The report provides a comprehensive *warts and all* assessment of the program and found as follows:

- the City of Launceston successfully achieved the purpose of the grants program by delivering \$796,166 to 196 businesses and organisations in a time of significant hardship which resulted in over \$1.3M in economic return to the local economy;
- the majority of projects were delivered quickly after the grant money was released, which was the purpose of the grant program;
- the Grants program was delivered in compliance with the Council's legislated obligations, however, there were some issues and themes identified and various lessons learned. These are addressed in the report but can be summarised into the following categories:
 - use of Smarty Grants,
 - governance,
 - the Council's communication,
 - budget,
 - Level 1 and Level 2a,
 - 20% co-contribution,
 - difficulty in getting acquittals, and
 - no misuse of the Council's funding was identified.

The Report has been reviewed and certified as correct by the Council's Chief Financial Officer (CFO) (Attachment 2), who was not involved in the grants program and as such, provides a level of independence and oversight.

Despite the fact that the Council agreed to engage a suitably qualified organisation to conduct an independent audit of the program, in hindsight it is considered that the Report provides a robust and competent assessment of the program detailing both its successes and failings and therefore, it does not seem to be necessary to commit further funds to the completion of an audit which would largely be a duplication of the work that has been completed by the Council's officers.

20.1 Community Care and Recovery Grants ...(Cont'd)

Given the fact that this report has been reviewed and verified by the Council's CFO; that the grants expenditure will be considered as part of the Council's annual audit which is undertaken by the Tasmanian Audit Office and that there has been no evidence identified which necessitates the conduct of a specific audit for the program, it is recommended that the Council receive the Report as the verification of the program and not progress with an external audit.

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:

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.

BUDGET & FINANCIAL ASPECTS:

Should the Council to engage a suitably qualified organisation to conduct an independent audit of the program it will be necessary to reallocate the funding from another operational commitment.

20.1 Community Care and Recovery Grants ...(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

ATTACHMENTS:

1. Final Report on the *Community Care and Recovery Grants (electronically distributed)*
 2. Memorandum to Chief Executive Officer - Community Care and Recovery Grants - Audit of Innovations Grant Process and Expenditure
-

Attachment 2 - Memorandum to Chief Executive Officer - Community Care and Recovery Grants - Audit of Innovations Grant Process and Expenditure

CITY OF LAUNCESTON

MEMO TO CHIEF EXECUTIVE OFFICER

FILE NO: SF7109, SF7110, SF7120
PG
DATE: 10 June 2021

TO: Michael Stretton Chief Executive Officer
FROM: Paul Gimpl Chief Financial Officer (CFO)

SUBJECT: **Community Care and Recovery Grants - Audit of Innovations Grant Process and Expenditure**

Confidential Urgent Draft
 For Signature For Approval For Discussion For Information

Issue(s):

On 2 April 2020 the Council, as part of the Community Care and Recovery Package - COVID 19 Pandemic, approved an amount of \$650,000 for Innovation Grants for successful applicants to develop online/e-services needed to survive during the pandemic as well as enhance their businesses for the future once the emergency is over. On 16 April 2020 a further \$213,000 was approved by Council to fund the program.

As CFO I was not involved in the grant process and I am therefore independent of the program. I have reviewed the program, the methodology used to assess applicants and the actual funding provided to the various successful businesses.

For reference these were the agreed guidelines:

The eligibility requirements were determined as follows (this is verbatim from the guidelines that were publicised on 2 April 2020):

An eligible registered business/organisation meeting Council's eligibility requirements as outlined below:

- Small and Medium Businesses (a business, sole trader, partnership, company or trust that employs fewer than 20 people, and has an aggregated turnover of less than \$10 million)
- Businesses operating within the City of Launceston municipality with at least one Launceston based employee/worker
- Indigenous Corporations, Incorporated Associations, (Registered) Unincorporated Associations, Not-for-profits registered with the Australian Charities and Not-for-profits Commission all located within the Launceston municipality
- Eligible Organisations and businesses must have a valid Australian Business Number (ABN)

CITY OF LAUNCESTON

MEMO TO CHIEF EXECUTIVE OFFICER

- Business/organisation operating on or before 31 January 2020
- Businesses/Organisations with the ability to demonstrate
 - how your business/organisation is affected by COVID-19
 - how your business/organisation will benefit from implementing digital solutions

There were also three criteria that required a written answer of between 50 and 500 words:

- Funding Need
- Creativity & Innovation
- Funding benefit

Applicants also needed to provide an overview of the project, provide a budget (including how they would meet the 20% co-contribution), attach a quote from a local provider, and provide a project plan.

Findings:

1. Summary of Actual Grants Funded compared to Grants Approved

Grant Type	Actual Funding	Approved Funding	No. of Actual Grants Funded	No. of Approved Grants
Level 1	\$55,685	\$57,000	56	57
Level 2	\$586,500	\$586,500	87	87
Level 2a	\$149,776	\$152,666	51	52
Total	\$791,961	\$796,166	194	196

The discrepancy between the number approved and actually funded relates to Vibestown (Level 2a) and My Ride Launceston (Level 1) as invoices from these businesses were never received, hence no payment.

Issues identified:

- 20% contribution was not achieved for 21 out of the 138 successful grant applicants, however, the value of the shortfall was \$4,631 in total or an average of \$220 over the 21 businesses that fell short (ie not significant). A point to note here also is that some of these did not include in kind contributions which I am confident there would have been.
- The process for checking eligibility was quite onerous on the Council officers evaluating the applications, they were working remotely and with significant time constraints ensuring the rollout was agile. The checking process was very sound.
- Officers noted that the Graham Family owned three of the successful applicant businesses (Glebe Gardens, Patrick Graham Landscape Designs and Revolution Paintball), however, they are all separate qualifying businesses and were therefore eligible under the guidelines used.

CITY OF LAUNCESTON

MEMO TO CHIEF EXECUTIVE OFFICER

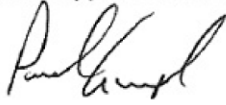
- Bento was successful and is a franchise but again a qualifying business and therefore eligible under the guidelines used.
- Two successful applicants included some electronic equipment in their cost estimate, one included a laptop and another a Point Of Sales system as expenditure. In my opinion valid expenses necessary to ensure the online presence for their businesses was successful.
- Another issue was that three successful applicants did have outstanding debts owing to the Council at the time of assessing their applications but given the timing and the fact that staff working remotely did not have access to this information it was very difficult criterion to assess. I have since checked whether those debts remain outstanding and I can report that they have all be paid in full.
- Another issue is ensuring that project outcomes are achieved. Council generally knows about what happens for events, but Council has never checked on project outcomes for community grants (which this program was based on). Council officers rely on the acquittals and our guidelines do reserve the right to have any acquittal audited, but we have never enforced this. It is important to note that the software used to submit acquittals to Council, Smarty Grants, requires details of the outcomes achieved to be stated and in the case of the 110 Innovation Grant acquittals we received a link to the business's website. I reviewed some of these personally and the link directed me to a professional website which achieved their stated objectives.
- The last issue of note relates to grant acquittals. Applicants were given six months from the completion of their project to submit their acquittal as it was determined difficult to gauge the success of a project any sooner. The first acquittals started to trickle during September 2020, but by the end of February 2021 it was resolved to stop seeking the final few. 138 Level 2 and 2a grants were funded but only 110 acquittals ultimately received. It was a time consuming task chasing these outstanding businesses and in my opinion appropriate to stop wasting our time chasing them. With Event Sponsorship, Council now withholds 20% of the sponsored amount until the acquittal is received. Withholding an amount from a community grant until the acquittal is received may help improve acquittals but may also not be practical for such projects. This could, however, be considered if such a grant program was necessary in the future, and would place the onus on the grant recipients to complete the acquittal before the final funding payment.

Overall the Innovation Grants program followed the guidelines set and the issues identified in my investigation are listed in the findings, most of which have already been communicated in a previous "warts and all" confidential report to the CEO and Councillors.

In summary the Officers followed the guidelines approved by Council, with the few exceptions mentioned, and in my opinion Council Officers involved in the grant program delivered an amazing response under extremely difficult circumstances.

CITY OF LAUNCESTON

MEMO TO CHIEF EXECUTIVE OFFICER



Prepared by

Paul Gimpl

Chief Financial Officer

20.2 Councillor Krista Preece - Declaration of Office**FILE NO:** SF6790**AUTHOR:** Leanne Purchase (Manager Governance)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

DECISION STATEMENT:

To acknowledge the making of a declaration of office, as required by section 321 of the *Local Government Act 1993* (Tas).

RECOMMENDATION:

That Council:

1. notes the Certificate of Election issued to the City of Launceston on 7 June 2021 (ECM Doc Set ID 4556865); and
 2. acknowledges that Krista Preece made her declaration of office to the Chief Executive Officer at Town Hall on 21 June 2021 at 11am.
-

REPORT:

The Tasmanian Electoral Commission conducted a recount to fill a vacancy for the office of Councillor, following the election of Janie Finlay to the Tasmanian House of Assembly. A Certificate of Election was issued to City of Launceston on 7 June 2021 and is included here as Attachment 1.

Section 321 of the *Local Government Act 1993* (Tas) requires that:

- (1) *Any person elected as councillor must make a prescribed declaration in a prescribed manner.*
- (2) *A person elected as a councillor who has not made a declaration must not-*
 - (a) *act in the office of councillor, mayor or deputy mayor; or*
 - (b) *take part in the proceedings of any meeting of the council or a committee.*
- (3) *A council is to acknowledge the making of a declaration at its meeting and the general manager is to record that fact in the minutes of that meeting.*

Krista Preece made her declaration of office to the Chief Executive Officer at Town Hall on 21 June 2021 at 11am, in the presence of the Mayor, Deputy Mayor and a guest.

20.2 Councillor Krista Preece - Declaration of Office ...(Cont'd)

Council's resolution in respect of this report's Recommendation will be minuted, as is standard practice.

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.

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: General Manager

ATTACHMENTS:

1. Certificate of Election (ECM Document Set ID 4556865)



Launceston Council

CERTIFICATE OF ELECTION
BY RECOUNT

I have conducted a recount in accordance with
section 307 of the *Local Government Act 1993*.

I have this day declared

Krista Preece

elected to fill the vacant office of councillor
to serve until the next ordinary election
of the Council.

A handwritten signature in black ink, appearing to read 'A Hawkey'.

Andrew Hawkey
ELECTORAL COMMISSIONER
7 June 2021

21 CLOSED COUNCIL

No Closed Items have been identified as part of this Agenda

22 MEETING CLOSURE