



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 17 JUNE 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: 17 June 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

RESTRICTED NUMBERS - 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 attending 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 Debra Lewis (Operations Manager) - Council on the Ageing [Tas] Inc.	2
8	PUBLIC QUESTION TIME	2
8.1	Public Questions on Notice	2
8.1.1	Public Questions on Notice - Ms Susan Rafferty - Council Meeting - 8 June 2021	3
8.2	Public Questions Without Notice	5
9	PLANNING AUTHORITY	6
9.1	269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings with Access Via Right of Way	6

City of Launceston

COUNCIL AGENDA

Thursday 17 June 2021

Item No	Item	Page No
9.2	22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling	43
10	ANNOUNCEMENTS BY THE MAYOR	62
10.1	Mayor's Announcements	62
11	COUNCILLORS' REPORTS	63
12	QUESTIONS BY COUNCILLORS	63
12.1	Questions on Notice	63
12.1.1	Councillors' Questions on Notice - Councillor P S Spencer - New Year's Eve Event - Council Meeting - 3 June 2021	64
12.2	Questions Without Notice	65
13	COMMITTEE REPORTS	66
13.1	Heritage Advisory Committee Meeting - 29 April 2021	66
14	COUNCIL WORKSHOPS	69
14.1	Council Workshop Report	69
15	NOTICES OF MOTION	72
	No Notices of Motion have been identified as part of this Agenda	72
16	COMMUNITY AND PLACE NETWORK ITEMS	72
	No Items have been identified as part of this Agenda	72
17	CREATIVE ARTS AND CULTURAL SERVICES NETWORK ITEMS	72
	No Items have been identified as part of this Agenda	72

City of Launceston

COUNCIL AGENDA

Thursday 17 June 2021

Item No	Item	Page No
18	INFRASTRUCTURE AND ASSETS NETWORK ITEMS	73
18.1	Concessional Entry to Waste Disposal Facilities	73
19	ORGANISATIONAL SERVICES NETWORK ITEMS	79
19.1	Rates and Charges Policy (23-Plx-010)	79
19.2	Budget 2021/2022 - City of Launceston Rating Framework	96
19.3	City of Launceston Annual Plan 2021/2022	103
19.4	Budget 2021/2022 - City of Launceston Statutory Estimates	106
19.5	City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition	130
19.6	2020/2021 Budget - Budget Amendments	133
19.7	2020/2021 Budget - Chief Executive Officer's Report on Adjustments - 1 April to 31 May 2021	139
19.8	Public Interest Disclosure Procedure	142
19.9	Delegation from Council to Chief Executive Officer - Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas)	145
19.10	TasWater - Appointment of Proxy to Owners' Representative Group	150
20	CHIEF EXECUTIVE OFFICER NETWORK ITEMS	153
20.1	University of Tasmania Urban Design Framework	153
20.2	Great Regional City Challenge	159
20.3	Community Care and Recovery Grants	168
20.4	Cityprom Review	178

City of Launceston

COUNCIL AGENDA

Thursday 17 June 2021

Item No	Item	Page No
21	CLOSED COUNCIL	193
21.1	Confirmation of the Minutes	193
21.2	Request to Consider Disposal of a Council Asset	193
21.3	End of Closed Session	193
22	MEETING CLOSURE	193

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 3 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 Debra Lewis (Operations Manager) - Council on the Ageing [Tas] Inc.

Ms Lewis will provide a report to Council on the Council on the Ageing [Tas] Inc's (COTA) role and activities in Launceston explaining *who we are, not how old we are.*

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 Susan Rafferty - Council Meeting - 8 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 8 June 2021 by Ms Susan Rafferty, has been answered by Mrs Leanne Hurst (General Manager Community and Place Network).

Questions:

1. Which relevant provisions of the Interim Planning Scheme was the Veolia proposal assessed against? I would appreciate a copy of the correspondence. I would also appreciate a copy of the proponent's Traffic Impact Assessment.

Response:

*The relevant provisions of the Interim Launceston Planning Scheme that were considered in the assessment of the subject development application (DA0711/2019) are able to be viewed on the Council's website at:
[https://www.launceston.tas.gov.au/Agendas-Minutes?dlv_OC%20CL%20Public%20Meetings=\(pageindex=2\)](https://www.launceston.tas.gov.au/Agendas-Minutes?dlv_OC%20CL%20Public%20Meetings=(pageindex=2)). A copy of the Traffic Impact Assessment has been forwarded separately.*

ATTACHMENTS:

1. Public Questions on Notice - Ms Susan Rafferty - 8 June 2021
-

Attachment 1 - Public Questions on Notice - Ms Susan Rafferty - 8 June 2021

In response to **Question 3 from council's last meeting**

The Launceston Interim Planning Scheme (2015), is an outdated document given the many developments that are taking place in the vicinity of Invermay Road and Forster Street, since the scheme's inception.

Traffic is already congested due to the local topography, positions of the rivers and limited vehicle choice of movement. Invermay residents can **currently** wait between 5-10 minutes to access Invermay Road from Lamont, Mann Bryan, Landale Streets and others during peak times.

Bunnings, and others, have noticeably added traffic to the general area since 2015. The cutting off of right hand turn lanes and new Mowbray roundabout were effective in creating a reasonable flow in this section.

The impact of the Utas relocation is yet to be felt. A 300 car parking area in the Show Grounds/ Esk Market site is nearing completion. This puts 600 new vehicle movements into an already saturated carrying capacity for the immediate area. (It was only two years ago when Paul Lennon ran around Invermay looking for somewhere for a car park. The Esk Market stall holders and Show Committee were thrown out without a second thought.)

The Interim Planning Scheme of 2015 did not foresee this. It is a case of making things up as you go.

If you add 200+ Veolia truck movements each day on top of this, the situation becomes a fiasco.

Question:

Which relevant provisions of the Interim Planning Scheme was the Veolia proposal assessed against? I would appreciate a copy of the correspondence. I would also appreciate a copy of the proponent's Traffic Impact Assessment.

Susan Rafferty

Mowbray

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

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings with Access Via Right of Way

FILE NO: DA0894/2020

AUTHOR: Duncan Payton (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:	Ian Scott Smith
Property:	269 Charles Street, Launceston
Zoning:	Inner Residential
Receipt Date:	23/12/2020
Validity Date:	24/04/2021
Further Information Request:	08/01/2021
Further Information Received:	24/04/2021
Deemed Approval (extension granted):	18/06/2021
Representations:	11

STANDARDS REQUIRING COUNCIL DISCRETION

- 11.4.10 Rear and side setbacks
- 11.4.14 North-facing windows
- 11.4.16 Density control of multiple dwellings
- 11.4.20 Streetscape integration and appearance
- 11.4.22 Earthworks and retaining walls
- 11.4.9 Frontage setbacks
- E13.6.1 Demolition
- E13.6.12 Tree and vegetation removal
- E13.6.4 Site coverage
- E13.6.5 Height and bulk of buildings

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

E13.6.6 Site of buildings and structure

E13.6.8 Roof form and materials

E13.6.9 Wall materials

E6.5.1 Car parking numbers

E6.6.1 Construction of parking areas

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 DA0894/2020 - Residential - Demolition of existing dwelling and construction of two dwellings with access via right of way at 269 Charles Street, Launceston, subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

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

- a. Cover Page, prepared by Gillian van der Schans, drawing no DA-01, 269 Charles Street, page 1/10, dated 09/08/2020.
 - b. Model Street Montage, prepared by Gillian van der Schans, drawing no DA-02, 269 Charles Street, page 2/10, dated 09/08/2020.
 - c. Site Plan, prepared by Gillian van der Schans, drawing no DA-03, 269 Charles Street, page 3/10, dated 09/08/2020.
 - d. Ground Floor Plan, prepared by Gillian van der Schans, drawing no DA-04, 269 Charles Street, page 4/10, dated 09/08/2020.
 - e. First Floor Plan, prepared by Gillian van der Schans, drawing no DA-05, 269 Charles Street, page 5/10, dated 09/08/2020.
 - f. Elevations, prepared by Gillian van der Schans, drawing no DA-06, 269 Charles Street, page 6/10, dated 09/08/2020.
 - g. Elevations, prepared by Gillian van der Schans, drawing no DA-07, 269 Charles Street, page 7/10, dated 09/08/2020.
 - h. Elevations, prepared by Gillian van der Schans, drawing no DA-08, 269 Charles Street, page 8/10, dated 09/08/2020.
 - i. Elevations, prepared by Gillian van der Schans, drawing no DA-09, 269 Charles Street, page 9/10, dated 09/08/2020.
 - j. Street View, prepared by Gillian van der Schans, drawing no DA-10, 269 Charles Street, page 10/10, dated 09/08/2020.
 - k. Ground Floor Plan (additional information request Tas Water), prepared by Gillian van der Schans, 269 Charles Street, page 11, dated 01/02/2021.
-

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

2. AMENDED PLANS REQUIRED

Prior to the commencement of any works, amended plans must be submitted to the satisfaction of the Manager City Development to replace plans annotated as *Amended Plans Required* and attached to the Permit. Once approved, these amended plans will be endorsed by the Council and will then form part of the Permit. The amended plans must show:

- a. secure storage of not less than 6m³ for each dwelling in accordance with clause 11.4.18 A1; and
- b. a storage area of not less than 2m² for each dwelling for waste and recycling bins in accordance with clause 11.4.18 A3.

3. 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.

4. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2021/00045-LCC, dated 05/02/2021 and attached to the permit.

5. 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

6. SITE LANDSCAPING PLAN

Prior to the commencement of works, a landscape plan must be submitted for approval by the Manager City Development. The plan must be prepared by a suitably qualified person, must be drawn to scale and must include the following details:

- a. major site features such as building footprints, topography, contours existing vegetation and street boundaries; and
 - b. existing and proposed garden areas and plantings (including a schedule of all proposed trees, shrubs and groundcover including common name, botanical name and like size at maturity); and
 - c. any stabilisation works required as a result of tree or vegetation removal; and
 - d. all proposed garden beds, fences, retaining walls, lawn, hard surfaces and pathways; and
 - e. suitable irrigation or a fixed sprinkler system for the watering of all lawns and landscaped areas; and
 - f. any screen planting (where required).
-

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Once approved by the Manager, City Development, the plan will be endorsed and will form part of the permit. The landscaping must be:

- g. installed in accordance with the endorsed plan; and
- h. completed within three months of the use commencing; and
- i. maintained as part of development. It must not be removed, destroyed or lopped without the written consent of the Council.

7. PRIVACY SCREEN

A 1.8m high privacy screen must be erected along the eastern side of the deck above the garage of dwelling 2 to ensure reasonable privacy for the adjoining property.

8. DRIVEWAY AND PARKING AREA CONSTRUCTION

Before the use commences, areas set aside for parking vehicles and access lanes as shown on the endorsed plans must:

- a. be properly constructed to such levels that they can be used in accordance with the plans;
- b. be surfaced with an impervious all weather seal;
- c. be adequately drained to prevent stormwater being discharged to neighbouring property;
- d. be line-marked or otherwise delineated to indicate each car space and access lanes.

Parking areas and access lanes must be kept available for these purposes at all times.

9. ON-SITE DETENTION (TASWATER ADVICE TO DRAINAGE AUTHORITY)

On-site detention storage must be provided to limit the peak rate of piped stormwater discharge and overland flows, from the site to that generated by the site at its current level of development for a 1 in 5 storm event of one hour duration.

Prior to the commencement of works, the plans and calculations must be submitted to the General Manager Infrastructure and Assets Network for approval. Once approved the design must be incorporated into the plumbing design for the site. On completion, an as *constructed* plan complete with levels, must be submitted, complete with a certification that the storage and adjacent floor levels have been constructed in accordance with the approved design.

10. 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.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

11. 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.

12. 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.

13. AMENITY

The construction of the development permitted by this permit must not adversely affect the amenity of the site and the locality by reason of the processes carried on; the transportation of materials, goods or commodities to or from the subject land; the appearance of any buildings, works or materials; the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil; the presence of vermin or otherwise.

14. NO BURNING OF WASTE

No burning of any waste materials, including removed vegetation, generated by the construction process, to be undertaken on-site. Any such waste materials to be removed to a licensed refuse disposal facility (eg. Launceston Waste Centre), reclaimed or recycled.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Notes**A. General**

This permit was issued based on the proposal documents submitted for DA0894/2020. 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.*

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>>

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

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. Fireplace/Woodheater Use

Use of the fireplace/woodheater will be subject to the Environmental Management and Pollution Control (Smoke) Regulations 2019 or as superseded.

F. Heat Pump Use

Use of the heat pump will be subject to the Environmental Management and Pollution Control (Noise) Regulations 2016 or as amended.

G. Street addresses for Multiple Dwellings

Residential addressing is undertaken in accordance with Australian Standard AS4819. The development has been assessed according to the standard and the following addresses allocated:

<i>Dwelling No.</i>	<i>Strata Lot No.</i>	<i>Street Address</i>
<i>Townhouse 1</i>	<i>1</i>	<i>1/269 Charles Street, Launceston</i>
<i>Townhouse 2</i>	<i>2</i>	<i>2/269 Charles Street, Launceston</i>

The above addresses are to be adhered to when identifying the dwellings and their associated letterboxes.

REPORT:

1. THE PROPOSAL

It is proposed to demolish the existing dwelling at 269 Charles Street, Launceston which is in poor condition and retains little of its heritage value. With the dwelling removed, the existing bluestone wall fronting Charles Street and the right of way will be repaired and reconstructed as required to make it safe.

Two new, two storey, dwellings will be constructed. Dwelling 1 will have two bedrooms and dwelling 2 will have three bedrooms. Each dwelling will be provided with a double garage, with a roof deck on top to provide private open space. A splash pool and additional concrete deck will be included with dwelling one.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Access to both dwellings will be via the existing formed and paved right of way.

2. LOCATION AND NEIGHBOURHOOD CHARACTER

Address	269 Charles Street, Launceston
Zone	11.0 Inner Residential zone
Size	534m ²
Access	Existing access from Charles Street via the existing right of way.
Shape	Rectangular
Slope	The site slopes generally from the south-east to the north-west, with a fall of around 7m over the diagonal width of 42m. The substantial retaining wall to Charles Street and the right of way contains the knoll upon which the existing dwelling was constructed. The lateral fall provides for the lower level of each dwelling to be set lower on the elevated lot.
Existing structures	The site currently contains a single dwelling and significant retaining wall structure.
Connection to services	All services are provided to the site.
Surrounding land	11.0 Inner Residential zone (north, south and east). 20.0 Local Business zone (west, over Charles Street). Notwithstanding the proximity to the hospital services, medical centres, a supermarket, an hotel and various food premises, the dominant land use in the immediate area is residential.
Overlays	E13 - Local Historic Cultural Heritage Code

3. PLANNING SCHEME REQUIREMENTS

3.1 Zone Purpose

11.0 Inner Residential Zone

<p>11.1.1 Zone Purpose Statements</p> <p>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.</p> <p>11.1.1.2 To provide for compatible non-residential uses that primarily serve the local community.</p> <p>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.</p>
--

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(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 to demolish the existing dwelling to facilitate repairs to the existing bluestone walls and the development of two dwellings, of contemporary design, at 269 Charles Street, Launceston, is compatible with the purpose of the zone to provide for a variety of residential uses and dwelling types close to services and facilities in inner urban and historically established areas.

The proposed new dwellings are each two storey, with dwelling one containing two bedrooms and dwelling two containing three bedrooms. A double garage is provided for each dwelling. Visitor parking is not provided.

11.4 Development Standards

11.4.7 Site coverage

Objective:

To:

- (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.

Consistent

The proposal satisfies the applicable acceptable solutions.

A1.1 Site coverage must be no greater than 60%; and

A1.2 No less than 25% of the site must be pervious to rainfall.

Complies

Site coverage is defined in the planning scheme as the proportion of a site covered by roofed buildings. The subject site, 269 Charles Street, Launceston has an area of 534m². The area of roofed buildings, including the garages, is some 277m², or 51.8%.

Some 172m² or 32% of the site remains free from pervious surfaces.

11.4.8 Building height

Objective:

To ensure that the building height respects the character of the surrounding area.

Consistent

Many of the surrounding buildings in this area of Charles Street are two storey dwellings. Notwithstanding the apparent additional height, the result of a higher natural ground level behind the existing bluestone retaining wall, the proposal satisfies the applicable acceptable solution.

A1 Building height must be no greater than 9m.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Complies

The maximum building height is some 7,500mm.

11.4.9 Frontage setbacks

Objective:

To ensure that the setbacks from a frontage respect the character of the surrounding area.

Consistent

The proposal satisfies the applicable performance criteria.

A1.1 The primary frontage setback must be no less than:

- (a) 4m; or
- (b) for infill lots, within the range of the frontage setbacks of buildings on adjoining lots, indicated by the hatched section in the Figure 11.4.9 below; and Figure 11.4.9 - Primary Frontage Setback for Infill Lots

A1.2 Setback from a frontage other than a primary frontage must be no less than 3m; and

A1.3 Porches, pergolas, verandas, that are less than 3.6m high and eaves may encroach no greater than 1.5m into the setbacks of this standard.

Relies on Performance Criteria

Whilst the setback to the ground floor wall of dwelling one is 4.2m, the upper floor extends forward some two metres and reduces the frontage setback to some 2.1m. Performance criteria are relied upon.

P1 Buildings must be sited to be compatible with the streetscape and character of the surrounding area, having regard to:

- (a) the topography of the site;
- (b) the setbacks of surrounding buildings;
- (c) the height, bulk and form of existing and proposed buildings;
- (d) the appearance when viewed from roads and public places;
- (e) the retention of vegetation;
- (f) the existing or proposed landscaping; and
- (g) the safety of road users.

Complies

This area of Charles Street is represented by a range of setbacks, including several enclosed or semi enclosed verandas within 2m of the frontage. Whilst the proposed setback of the new building (dwelling 1) is therefore compatible with streetscape, the relevance of building setback on this site is somewhat questionable. The existing bluestone wall is built on the frontage boundary to a height generally consistent with the first floor level of the adjoining dwellings.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Having regard to the relevant matters, specifically:

- the topography setting this dwelling higher than those adjoining;
- the adjoining setbacks being generally similar;
- the height, bulk and form of existing and proposed buildings, with the proposed dwelling one being not dissimilar, yet standing out due to contemporary design;
- the appearance when viewed from the road, with the vertical fenestration and upper level deck projecting forward providing a modern twist to the traditional verandas of the adjoining dwellings;
- the proposed planting of trees (a landscape plan will be required) to provide some softening over time;

the siting of dwelling one is considered to be compatible with the streetscape and character of the area.

11.4.10 Rear and side setbacks

Objective:

To ensure that the setbacks are compatible with the character of the surrounding area and minimise the impacts on the amenity and solar access of adjoining dwellings.

Consistent

The proposal satisfies the applicable performance criteria.

A1 Buildings must be set back from the rear boundary no less than 2.5m.

Relies on Performance Criteria

The proposed garage, with a roof deck, is to be setback 1.3m from the rear boundary and relies upon performance criteria.

P1 Building setback to the rear boundary must be appropriate to the location, having regard to:

- (a) the ability to provide adequate private open space;
- (b) the character of the surrounding area and location of buildings on adjoining lots;
- (c) the impact on the amenity, solar access and privacy of habitable rooms, windows, and private open space of nearby or adjoining buildings; and
- (d) the size, shape and orientation of the lot.

Complies

Given the constraints imposed by the size of the lot and its topography, falling from the south-east corner such that the proposed roof deck will only be some 800mm above natural ground level at its south-east corner, the encroachment into the rear boundary is appropriate to its location. It will not impact upon the character of the area or on the amenity or solar access of any adjoining properties. The adjoining land to the rear continues to rise and overlooking from the deck will be limited by existing development and a condition requiring appropriate screening.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

A2 Buildings must be set back from side boundaries no less than:
 (a) for lots 1,000m² or less, 1m, plus 0.3m for every metre of building height over 3.6m up to 6.9m, plus 1m for every metre of height over 6.9m; or
 (b) for lots greater than 1,000m² , 2.0m, plus 0.3m for every metre of building height over 3.6m up to 6.9m, plus 1m for every metre of height over 6.9m.

Relies on Performance Criteria

The bathroom and laundry of proposed dwelling one are effectively built to the boundary with 271-273 Charles Street, Launceston as they adjoin the 10m long and 3m high boundary wall to be rebuilt as part of the proposal. Additionally, each dwelling includes a minor protrusion of roof line through the prescribed building envelope. Performance criteria are relied upon.

P2 Building setback to the rear boundary must be appropriate to the location, having regard to:

- (a) the ability to provide adequate private open space;
- (b) the character of the area and location of buildings on adjoining lots;
- (c) the impact on the amenity, solar access and privacy of habitable rooms, windows, and private open space of nearby or adjoining buildings; and
- (d) the size, shape and orientation of the lot.

Complies

Notwithstanding the clear typographical error in the clause provision, the reconstruction of the side wall is not considered to have an impact upon the adjoining property. Similarly, the minor protrusions (less than 600mm) through the building envelope are limited to part of the building fascia and do not contain any windows, they are considered to have negligible impact on the amenity of the adjoining properties and the side set backs are considered appropriate to the location.

11.4.11 Walls on boundaries

Objective:

To ensure that the location, length and height of a wall on a boundary:

- (a) is compatible with the character of the area; and
- (b) minimises the impact on the amenity of adjoining sensitive uses.

Consistent

The proposal satisfies the applicable acceptable solutions.

A1.1 The length of walls constructed on or within 150mm of a side or rear boundary must:

- (a) abut the boundary for a length no greater than 10m; or
- (b) where there are existing or simultaneously constructed walls or carports abutting the boundary on an adjoining lot, not exceed the length of those walls or carports; whichever is the greater.

A1.2 The height of walls constructed on or within 150mm of a side or rear boundary or a carport constructed on or within 1m of a side or rear boundary must have:

- (a) an average height no greater than 3m; and
- (b) a height of no greater than 3.6m unless the wall abuts an existing or simultaneously constructed wall with a greater height.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Complies

The proposal includes the reconstruction of an existing wall with a section 10m long and 3m high.

11.4.12 Location of car parking

Objective:

To:

- (a) provide convenient car parking for residents and visitors;
- (b) protect residents from vehicular noise within sites; and
- (c) minimise visual impact on the streetscape.

Consistent

The proposal satisfies the applicable acceptable solutions.

A1 Shared driveways or car parks of residential buildings must be located no less than 1.5m from the windows of habitable rooms.

Complies

Access to the site is via an existing right of way which is shared with adjoining properties. There are no windows to habitable rooms within 1.5m of this shared right of way.

A2.1 Car parking must not be located in the primary front setback, unless it is a tandem car parking space in a driveway located within the setback from the frontage.

A2.2 Turning areas for vehicles must not be located within the primary front setback.

Complies

Each dwelling is to be provided with a double garage. Parking and turning areas for vehicles are not located within the primary frontage.

A3 A garage or carport must be:

- (a) within 10m of the dwelling it serves; and
- (b) located no less than 5.5m from a frontage; or
- (c) with a setback equal to or greater than the setback of the dwelling to the frontage; or
- (d) in line with or behind the front building line of the dwelling, if the dwelling is facing an internal driveway.

Complies

The proposed garages are located behind and adjoining their respective dwellings.

11.4.13 Overlooking

Objective:

To minimise:

- (a) overlooking into private open space and habitable room windows; and
- (b) the impact on the amenity of the adjoining and the subject site.

Consistent

The proposal satisfies the applicable acceptable solutions.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

A1.1 A habitable room window, balcony, terrace, deck or patio with a direct view into a habitable room window or private open space of dwellings within a horizontal distance of 9m (measured at ground level) of the window, balcony, terrace, deck or patio must:

- (a) be offset no less than 1.5m from the edge of one window to the edge of the other; or
- (b) have sill heights no less than 1.7m above floor level; or
- (c) have fixed, obscure glazing in any part of the window less than 1.7m above floor level; or
- (d) have permanently fixed external screens to no less than 1.7m above floor level; and
- (e) have obscure glazing and screens must be no greater than 25% transparent; or

A1.2 New habitable room windows, balconies, terraces, decks or patios that face a property boundary at ground level must have a visual barrier no less than 1.8m high.

Complies

A condition requiring an appropriate screen to the eastern side of the garage roof top deck for dwelling two is proposed. All windows on the northern elevation are appropriately distanced or off-set from adjoining windows. All upper floor windows on the southern elevation have appropriate sill heights and ground floor windows will be screened by the requisite boundary fence.

11.4.14 North-facing windows

Objective:
To allow adequate solar access to existing north-facing habitable room windows.

Consistent
The proposal satisfies the applicable acceptable solutions or performance criteria.

A1 If a north-facing habitable room window of an existing dwelling is within 3.0m of a boundary on an abutting lot, a building must be set back from the boundary no less than 1m, plus 0.6m for every metre of height over 3.6m up to 6.9m, plus 1m for every metre of height over 6.9m for a distance of 3m from the edge of each side of the window as indicated in Figure 11.4.14

Relies on Performance Criteria
The dwelling at 271-273 Charles Street, Launceston is setback 4.1m from its northern boundary.

The dwelling at 46 Frankland Street, Launceston is located within 3m of its northern boundary with proposed dwelling two. The fascia of dwelling two includes a minor protrusion, some 300mm x 500mm, beyond the prescribed envelope and therefore, relies upon performance criteria.

P1 New buildings must be designed to protect the reasonable solar access of existing north facing windows, having regard to:

- (a) the setbacks of existing and proposed buildings;
- (b) the height of proposed buildings and structures; and
- (c) the size, shape and orientation of the lot.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Complies

Having regard to the relevant matters such as setback, height, and the orientation of the lot, it is clear that the proposed dwelling two will cast a shadow to part of the verandah of the dwelling at 46 Frankland Street, Launceston in the afternoon of 21 June. However, the windows in the north facing wall of the verandah are more than 3m from the boundary. As the sun moves during the day the potential for shadowing of the windows in the north facing wall that is within 3m of the boundary is minimal. It is considered that the design of the new building will maintain reasonable solar access to the habitable room windows of the adjacent dwelling to the south.

11.4.16 Density control of multiple dwellings

Objective:

To ensure that multiple dwellings and other forms of residential development are interspersed with single dwellings in a manner that ensures that single dwellings remain the primary form of dwellings in a road and the surrounding area.

Consistent

The proposal satisfies the applicable acceptable solutions or performance criteria.

A1 Multiple dwellings must have a site area per dwelling of no less than 350m².

Relies on Performance Criteria

The site has an area of 534m² and relies upon performance criteria.

P1 Multiple dwellings must not detract from the character of the surrounding area, having regard to:

- (a) the character of the streetscape;
- (b) the density of dwellings in the surrounding area;
- (c) the proximity of multiple dwellings on nearby sites; and
- (d) the proximity to public transport routes and services; and must have a site area per dwelling of not less than 250m².

Complies

The proposal has a site area per dwelling of 267m² and will present to the streetscape as a single dwelling. Whilst the surrounding development is principally for single dwellings, there are a number of conjoined dwellings on both their own titles and on strata titles and that present densities similar to the current proposal.

Having regard to the relevant matters such as density, character, and access to public transport, the proposal to develop two dwellings at 269 Charles Street, Launceston will not detract from the character of the surrounding area.

A2 Dwellings must have a density no greater than 40% by lot number, of the number of lots on land zoned Inner Residential along the road to which the site has frontage.

Complies

Charles Street incorporates a number of zones, including Urban Mixed Use, Central Business, Commercial, Local Business, Community Purpose and Open Space, as well as the Inner Residential zone of the subject site. Less than 40% of the lots fronting Charles Street within the Inner Residential zone contain multiple dwellings.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

11.4.17 Private open space for multiple dwellings

Objective: To provide adequate and useable private open space for the needs of residents.
Consistent The proposal satisfies the applicable acceptable solutions.
A1.1 Each multiple dwelling must have private open space: (a) with a continuous area of 24m ² and a horizontal dimension of no less than 4m; (b) directly accessible from, and adjacent to, a habitable room other than a bedroom; (c) with a gradient no steeper than 1:16; (d) located on the side or rear of the dwelling; and (e) that is not provided within the setback from a frontage. A1.2 Where all bedrooms and living areas in a multiple dwelling are above ground floor, each multiple dwelling must have private open space, with direct access from a habitable room other than a bedroom, of: (a) a balcony of 8m ² with a minimum dimension of 2m ² ; or (b) a roof-top area of 10m ² with a minimum width of 2m ² .
Complies Each dwelling has an area of private open space exceeding the minimum standards, in the form of a roof deck on top of the applicable garage. Dwelling one also includes a plunge pool and additional deck area. Each dwelling is also provided with open grass areas suitable for landscaping and outdoor recreation.
A2 The southern boundary of private open space must be set back from any wall 2m high or greater on the north of the space, no less than (2m + 0.9h) metres, where 'h' is the height of the wall as indicated in Figure 11.4.17.
Complies The roof top decks are each setback from the southern boundary of the site by more than 2m.

11.4.18 Site facilities for multiple dwellings

Objective: To provide adequate site and storage facilities for multiple dwellings.
Consistent The proposal satisfies the applicable acceptable solutions.
A1 Each multiple dwelling must have access to 6m ³ of secure storage space not located between the primary frontage and the facade of a dwelling.
Complies The proponents assert that the requisite 6m ³ of secure storage is available in the 39.6m ² double garage provided for each dwelling. Amended plans detailing this will be required by condition.
A2 Mailboxes must be provided at the frontage.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

<p>Complies Mail boxes are to be located in the retaining wall facing the right of way and adjacent to the frontage. These are shown in the northern elevation plan.</p>
<p>A3 No less than 2m² per dwelling must be provided for bin and recycling enclosures and be located behind a screening fence of no less than 1.2m.</p>
<p>Complies The proponents assert that waste and recycling bins will also be stored within the garages. Amended plans detailing this will be required by condition.</p>

11.4.19 Common property for multiple dwellings

<p>Objective: To ensure that common areas are easily identified.</p>
<p>Consistent The proposal satisfies the applicable acceptable solutions.</p>
<p>A1 Site drawings must clearly delineate private and common areas, including: (a) driveways; (b) parking, including visitor parking; (c) landscaping and gardens; (d) mailboxes; and (e) storage for waste and recycling bins.</p>
<p>Complies The driveways are located over the existing right of way. The only other common area is the mail boxes as shown on the northern elevation plan. Whilst common landscaping is not proposed a more detailed landscape plan will be required by condition.</p>

11.4.20 Streetscape integration and appearance

<p>Objective: To: (a) integrate the layout and form of residential development with the road; and (b) promote passive surveillance; and (c) enhance streetscapes.</p>
<p>Consistent The proposal satisfies the applicable acceptable solutions.</p>
<p>A1 Dwellings, other than outbuildings, must: (a) have a front door and a window to a habitable room in the wall that faces a road; or (b) if not immediately adjacent to a road, face an internal driveway or common open space area.</p>
<p>Relies on Performance Criteria Whilst dwelling one has a sliding door facing Charles Street, Launceston this is to a bedroom and cannot be considered to be the front door. The main entry to each dwelling is located on its eastern side and is accessed via a path from the right of way. Performance criteria are relied upon.</p>

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

P1 Dwellings, other than outbuildings, must respect the streetscape and enable passive surveillance, having regard to:

- (a) the character of the streetscape;
- (b) observation of roads, internal driveways and communal open space; and
- (c) providing an identifiable and visible entrance.

Complies

Passive surveillance of Charles Street, Launceston is provided from dwelling 1 with the provision of a living room and balcony directly facing the street. Passive surveillance from the street is limited by the existing bluestone wall to surveillance of the right of way and property entrances.

A2 Dwellings, other than outbuildings, must provide a porch, shelter, awning, recess, or similar architectural feature that identifies and provides shade and weather protection to the front door.

Complies

Each dwelling is provided with a covered main entrance.

11.4.21 Outbuildings and swimming pools

Objective:

To ensure that outbuildings and swimming pools:

- (a) do not detract from the character of the surrounding area;
- (b) are appropriate to the site and respect the amenity of neighbouring lots; and
- (c) dwellings remain the dominant built form.

Consistent

The proposal satisfies the applicable acceptable solutions.

A2 A swimming pool must be located:

- (a) no closer to the primary frontage than the main building; or
- (b) in the rear yard; and
- (c) decking around a swimming pool must be no greater than 600mm above existing ground level.

Complies

The plunge pool is located some 12m from the primary frontage. The concrete deck area adjacent to the pool will not be greater than 600mm above natural ground level.

11.4.22 Earthworks and retaining walls

Objective:

To ensure that earthworks and retaining walls are appropriate to the site and respect the amenity of adjoining lots.

Consistent

The proposal satisfies the applicable acceptable solutions or performance criteria.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

A1 Earthworks and retaining walls requiring cut or fill more than 600mm below or above existing ground level must:

- (a) be located no less than 900mm from each lot boundary;
- (b) be no higher than 1m (including the height of any batters) above existing ground level;
- (c) not require cut or fill more than 1m below or above existing ground level;
- (d) not concentrate the flow of surface water onto an adjoining lot; and
- (e) be located no less than 1m from any registered easement, sewer main or water main or stormwater drain.

Relies on Performance Criteria

Earthworks and retaining walls in excess of 1m are required for the reconstruction of retaining walls, and for the garages and swimming pool. Performance criteria are relied upon.

P1 Earthworks and retaining walls must be designed and located so as not to have an unreasonable impact on the amenity of adjoining lots, having regard to:

- (a) the topography of the site;
- (b) the appearance, scale and extent of the works;
- (c) overlooking and overshadowing of adjoining lots;
- (d) the type of construction of the works;
- (e) the need for the works;
- (f) any impact on adjoining structures;
- (g) the management of groundwater and stormwater; and
- (h) the potential for loss of topsoil or soil erosion.

Complies

The proposed earthworks and retaining wall reconstruction will be undertaken in accordance with engineering requirements and reasonable measures taken to ensure there is no adverse impact on adjoining sites. It is proposed to include a condition requiring a report undertaken by a suitably qualified person to consider potential off-site impacts and to make such engineering recommendations as appropriate.

E6.0 Parking and Sustainable Transport Code

E6.1 The purpose of this provision is to:

- (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;
- (c) ensure access for cars and cyclists and delivery of people and goods is safe and adequate;
- (d) ensure that parking does not adversely impact on the amenity of a locality;
- (e) ensure that parking spaces and accesses meet appropriate standards; and
- (f) provide for the implementation of parking precinct plans.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Consistent

The proposal provides for the reasonable parking and access requirements of the residents of the dwellings, noting that visitor parking is not provided.

E6.5 Use Standards

E6.5.1 Car parking numbers

Objective:

To ensure that an appropriate level of car parking is provided to meet the needs of the use.

Consistent

The proposal satisfies the applicable acceptable solutions or performance criteria.

A1 The number of car parking spaces must:

- (a) not be less than 90% of the requirements of Table E6.1 (except for dwellings in the General Residential Zone); or
- (b) not be less than 100% of the requirements of Table E6.1 for dwellings in the General Residential Zone; or
- (c) not exceed the requirements of Table E6.1 by more than two spaces or 5% whichever is the greater, except for dwellings in the General Residential Zone; or
- (d) be in accordance with an acceptable solution contained within a parking precinct plan.

Relies on Performance Criteria

The Table requires the provision of one car parking space per bedroom or two parking spaces for every three bedrooms, and one visitor parking space for every five dwellings or part thereof. Therefore, two car parking spaces are required for each dwelling and one visitor space for the site, giving a total of five car parking spaces. The proposal includes two car parking spaces for each dwelling and is unable to accommodate a visitor parking space. Performance criteria are relied upon.

Complies

The proposal is for the development of a two bedroom dwelling and a three bedroom dwelling. Each dwelling is to be provided with two car parking spaces and this is consistent with the pattern of parking provided for many of the surrounding dwellings.

The pattern of off-street parking in the area is quite varied. Whilst the various medical centres (ie. eye hospital and dental practices) provide customer car parking, most dwellings appear to have no off-street parking or to be limited to two spaces. The clear residential pattern in the area is that off-street visitor parking is not commonly provided in the residential context.

Public car parking is available on both sides of Charles Street, Launceston with much of the western side of the street limited to 15 minute parking. On-street parking in the eastern side of Charles Street, Launceston is commonly taken by people employed in the area and available spaces during working hours are rare, reflecting the circumstances common to many residents between the CBD and the hospital.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

The applicants assert:

Increasing the density of housing on inner urban sites that are within close proximity to services and facilities is in keeping with the zoning objective. The site is within walking distance of a supermarket, medical services, numerous public transport bus routes and shops and services within the central business district. Reliance on private vehicles in this urban setting is therefore less relevant and the lack of a visitor parking space does not affect the residential amenity or performance of the homes.

The requirement for one visitor parking space for every five dwellings ... is an acceptable solution under the scheme in this instance, but 2 dwellings is significantly less than five dwellings and therefore the demand on a visitor space is proportionately less. The two homes are designed for couples rather than larger family occupation, their compact size and smaller low maintenance gardens are designed to suit this demographic. The proposed parking provision relative to the size of the homes is compatible to other multi-residential developments in the street and the area ...

Having regard to the relevant matters, it is concluded that the proposal provides for the reasonable expectation of parking for residential use on the fringe of the CBD.

E6.6 Development Standards

E6.6.1 Construction of parking areas

Objective:

To ensure that parking areas are constructed to an appropriate standard.

Consistent

The proposal satisfies the applicable performance criteria.

A1 All parking, access ways, manoeuvring and circulation spaces must:

- (a) have a gradient of 10% or less;
- (b) be formed and paved;
- (c) be drained to the public stormwater system, or contain stormwater on the site;
- (d) except for a single dwelling, and all uses in the Rural Resource, Environmental Management and Open Space zones, be provided with an impervious all weather seal; and
- (e) except for a single dwelling, be line marked or provided with other clear physical means to delineate parking spaces.

Relies on Performance Criteria

It is proposed to provide a double garage for each dwelling. The garages will be level, formed and paved, and will be drained to the public stormwater system.

Access to the garages will be via the existing formed and paved right of way. The existing formed and paved right of way has a gradient of up to 14% and performance criteria are relied upon.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

P1 All parking, access ways, manoeuvring and circulation spaces must be readily identifiable and constructed to ensure that they are useable in all weather conditions, having regard to:

- (a) the nature of the use;
- (b) the topography of the land;
- (c) the drainage system available;
- (d) the likelihood of transporting sediment or debris from the site onto a road or public place;
- (e) the likelihood of generating dust; and
- (f) the nature of the proposed surfacing and line marking.

Complies

The existing right of way is formed and paved and currently provides three dwellings with readily identifiable access useable in all weather conditions. No changes to the right of way are proposed.

E6.6.2 Design and layout of parking areas

Objective:

To ensure that parking areas are designed and laid out to provide convenient, safe and efficient parking.

Consistent

The proposal satisfies the applicable acceptable solutions or performance criteria.

A1.1 Car parking, access ways, manoeuvring and circulation spaces must:

- (a) provide for vehicles to enter and exit the site in a forward direction where providing for more than four parking spaces;
- (b) have a width of vehicular access no less than the requirements in Table E6.2, and no more than 10% greater than the requirements in Table E6.2;
- (c) have parking space dimensions in accordance with the requirements in Table E6.3;
- (d) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table E6.3 where there are three or more car parking spaces; and
- (e) have a vertical clearance of not less than 2.1m above the parking surface level.

A1.2 All accessible spaces for use by persons with a disability must be located closest to the main entry point to the building.

A1.3 Accessible spaces for people with disability must be designated and signed as accessible spaces where there are six spaces or more.

A1.4 Accessible car parking spaces for use by persons with disabilities must be designed and constructed in accordance with AS/NZ2890.6 - 2009 Parking facilities - Off-street parking for people with disabilities.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Relies on Performance Criteria

Whilst the current proposal provides four car parking spaces, the right of way services at least another four. All vehicles are able to enter or exit the right of way, to or from Charles Street, in a forward direction. However, the width of the driveway is such that the proposal does not meet the access dimensions specified in Table E6.2 and relies upon performance criteria.

P1 Car parking, access ways, manoeuvring and circulation spaces must be convenient, safe and efficient to use, having regard to:

- (a) the characteristics of the site;
- (b) the proposed slope, dimensions and layout;
- (c) vehicle and pedestrian traffic safety;
- (d) the nature and use of the development;
- (e) the expected number and type of vehicles;
- (f) the nature of traffic in the surrounding area; and
- (g) the provisions of Australian Standards AS 2890.1 - Parking Facilities, Part 1: Off Road Car Parking and AS2890.2 Parking Facilities, Part 2: Parking facilities - Off-street commercial vehicle facilities.

Complies

Use of the proposed garages will be safe and as convenient and efficient as practicable given the constraints of the right of way itself. The dimensions and layout of the proposed garages is such that the parking will function but may require additional care and perhaps additional manoeuvres, depending upon the size of vehicles.

Nevertheless, each garage is only expected to have an average of eight vehicle movements per day. Given the moderate usage of the right of way, the proposal is not considered to adversely impact upon vehicle or pedestrian safety.

Given that access to the right of way is from Charles Street, Launceston it is not practicable to expect vehicles entering to give way to vehicles leaving the garages. The right of way is straight and has a length of some 40m with no passing bays, notwithstanding an informal area of private property currently available at the 30m mark. From time to time, vehicles travelling down the right of way will have to reverse back to make way for entering vehicles. In practice, this is not expected to be a frequent event and is not considered to significantly impact upon the safe, convenient and efficient parking and access.

E13.0 Local Historic Cultural Heritage Code

E13.1 The purpose of this provision is to:

- (a) protect and enhance the historic cultural heritage significance of local heritage places and heritage precincts;
- (b) encourage and facilitate the continued use of these places;
- (c) encourage the maintenance and retention of buildings and places of assessed historic cultural heritage significance; and

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

(d) ensure that development is undertaken in a manner that is sympathetic to, and does not detract from, the historic cultural heritage significance of the places and their settings.

Consistent

The proposal is consistent with the purpose of the code to protect and enhance the historic cultural heritage significance of local heritage places and precincts, to encourage the maintenance and retention of buildings of assessed heritage significance and to ensure that development is sympathetic to the heritage significance of the place.

The Council's Place and Heritage Officer offers the following comment:

The original listing of 269 Charles Street, Launceston was as part of the former Charles Street Precinct only and as such the main heritage issues relevant to the listing relate to the retention of the heritage character of the surrounding streetscape.

The length of Charles Street in which the site is located has substantial heritage character and significance, but the character is diverse, including colonial and classical style residential buildings from the Victorian era, Federation era dwellings, and some more contemporary architectural forms. These have a variety of setbacks, heights, roof forms, and are diverse in materiality, however the combined effect is of a historic inner urban mixed use area with a distinctive charm.

The integrity and street presence of the building have been severely undermined by unsympathetic alterations and additions and damage due to ground movement. These changes are such that the remaining part of the building no longer resembles the hipped roof cottage it is reported to have been and offers little to the character of the surrounding streetscape which the original 'Classified Precinct' heritage listing was intended to protect.

The stone retaining wall to the Charles Street boundary is the element on the site which has the greatest impact on the character of the street, and arguably makes the most positive aesthetic contribution to the valued streetscape.

E13.6 Development Standards

E13.6.1 Demolition

Objective:

To ensure that the demolition or removal of buildings and structures does not impact on the historic cultural heritage significance of local heritage places and their setting.

Consistent

The proposal satisfies the applicable performance criteria.

A1 No acceptable solution.

- 9.1 **269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)**
-

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Relies on Performance Criteria

P1 Buildings or parts of buildings and structures may be demolished, provided there is no unreasonable impact on the historic cultural heritage significance of the local heritage place and setting, having regard to:

- (a) the physical condition of the local heritage place;
- (b) the extent and rate of deterioration of the building or structure;
- (c) the safety of the building or structure;
- (d) the streetscape or setting in which the building or structure is located;
- (e) the cultural heritage values of the local heritage place;
- (f) the need for the development;
- (g) any options to reduce or mitigate deterioration;
- (h) whether demolition is the most reasonable option to secure the long-term future of a building or structure; and
- (i) any overriding economic considerations.

Complies

Having regard to the relevant matters, Council's Place and Heritage Officer advises:

In order for the proposed demolition to be approved it must be considered that the elements to be removed do not embody the level of historic cultural heritage significance required of a local heritage place, and/or that the removal of these elements may be 'the most reasonable option to secure the long-term future' of more important elements on the site. Economic considerations may also be taken onto account.

In this case the applicant, supported by reports provided by their engineers and designers, assert that the stone retaining wall is in need of repairs and that the only feasible way to deal with these repairs is to further compromise or remove what remains of the original cottage. The following is an extract from the engineer's report providing a summary of the findings.

Summary

The following findings have been considered to have been the main cause of the structural failure of the house and bluestone retaining wall:

- 1. The main reason for the structural failure within the house is due to the load transfer from the building footprint proximity to the bluestone retaining wall.*
- 2. The reason of the bluestone retaining wall failure is due to the proximity of the house footprint transferring its loads into the retaining wall causing it to fail as seen within this report.*
- 3. The existing structural design was constructed to best practices of the time when the building was originally built but was positioned too close to the existing bluestone retaining wall.*

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Recommendations:

- *The bluestone retaining wall will need to have sections pulled down and repaired.*
- *The existing building would need to be underpinned but this will not be possible due to the existing condition of the bluestone retaining wall where a service load could bring the entire bluestone retaining wall into failure along Charles Street. The only possible methods would be by demolishing the rear of the building to access the front of the house or the work to be done completely by hand which would be deemed unsafe due to the current conditions.*
- *The current building condition will continue to deteriorate until it is unsafe to live in. The building is beyond future repairs and it is recommended to be demolished or replaced.*
- *The replacement will need to be designed to avoid any loads transferring onto the bluestone retaining wall as to prevent any future damage to the existing bluestone retaining wall.*

It is considered that the findings of the engineer are sound and that a substantial portion of the cottage structure would need to be removed in order to deal with the structural failures of the dwelling and the retaining wall.

With the structure and appearance of the original cottage having been so severely compromised over a number of years, and with the stone retaining wall making the more significant contribution to the streetscape, it is considered that removal of the cottage and the modern extension to the rear to allow for the repairs required to the wall and construction of two new dwellings is consistent with the performance criteria for clause E13.6.1, and to be an acceptable course of action for this property.

E13.6.2 Maintenance and repair

<p>Objective: To ensure that maintenance and repair of heritage buildings are constructed and undertaken to be sympathetic to, and not detract from the historic cultural heritage significance of local heritage places.</p>
<p>Consistent The proposal includes the necessary maintenance and repair to the existing bluestone retaining wall in a manner sympathetic to the historic cultural heritage significance of the place and complies with the acceptable solution.</p>
<p>A1 New materials and finishes match or are similar to the materials and finishes that are being replaced.</p>
<p>Complies The proposed repairs to the existing bluestone retaining walls will be in materials and finishes consistent with the original walls. A condition will be included to this effect.</p>

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

E13.6.4 Site coverage

Objective:

To ensure that site coverage is compatible with the historic cultural heritage significance of local heritage places.

Consistent

The proposal satisfies the applicable performance criteria.

A1 No acceptable solution.

Relies on Performance Criteria

P1 The site coverage is compatible with the historic cultural heritage significance of local heritage places or their settings, having regard to:

- (a) the topography of the site;
- (b) the cultural heritage values of the local heritage place and setting;
- (c) the site coverage of buildings on sites in the surrounding area; and
- (d) the pattern of development in the surrounding area.

Complies

Having regard to the relevant matters, the Council's Place and Heritage Officer advises:

Buildings in this inner urban residential area are mostly built close to the street front and side boundaries, and generally occupy at least 50% of their site area.

The topography of the subject site is not typical of the surrounding lots, however the density of development proposed is consistent with that of properties in the street and surrounding area. Therefore, the proposed site coverage is considered to be compatible with the historic cultural heritage significance of the local heritage place and its setting and thus consistent with the performance criteria for clause E13.6.4.

E13.6.5 Height and bulk of buildings

Objective:

To ensure that the height and bulk of buildings are compatible with the historic cultural heritage significance of local heritage places and their settings.

A1 No acceptable solution.

Relies on Performance Criteria

P1 The height and bulk of buildings are compatible with the historic cultural heritage significance of a place and its setting, having regard to:

- (a) the cultural heritage values of the local heritage place and setting;
- (b) the character and appearance of the existing building or place;
- (c) the height and bulk of other buildings in the surrounding area;
- (d) the historic cultural heritage significance of adjacent places; and
- (e) the streetscape.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Complies

Having regard to the relevant matters the Council's Place and Heritage Officer advises:

Although there are some exceptions, the buildings along this length of Charles Street are predominantly double storey residences with relatively narrow frontages.

As noted in the heritage response prepared by the designer, the building width has been limited to 6m and the height to two storeys in order to fit cohesively with the proportions of neighbouring houses. The articulation of the buildings' forms and facades, although clearly contemporary, is also considered to break down their scale in a manner similar to that achieved by the Victorian and Federation era decoration evident on surrounding buildings. Therefore, the height and bulk of the proposed buildings are considered to be compatible with the historic cultural heritage significance of the local heritage place and its setting and thus consistent with the performance criteria for clause E13.6.5.

E13.6.6 Site of buildings and structure

Objective:

To ensure that the siting of buildings are compatible with the historic cultural heritage significance of local heritage places and their settings.

Consistent

The proposal satisfies the applicable performance criteria.

A1 No acceptable solution.

Relies on Performance Criteria

E13.6.8 Roof form and materials

Objective:

To ensure that roof form and materials are compatible with the historic cultural heritage significance of local heritage places and their settings.

Consistent

The proposal satisfies the applicable performance criteria.

A1 No acceptable solution.

Relies on Performance Criteria

P1 Roof form and materials are compatible with the historic cultural heritage significance of a place and its setting, having regard to:

- (a) the cultural heritage values of the local heritage place and setting;
- (b) the design, period of construction and materials of the dominant building on the site;
- (c) the dominant roofing style and materials in the setting; and
- (d) the streetscape.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Complies

Having regard to the relevant matters, the Council's Place and Heritage Officer advises:

The predominant roof forms in the area are the traditional hips and gables, usually at around a 30 pitch. The more contemporary buildings in the area mostly utilise low mono-pitch (or skillion) roofs, as do a number of extensions and outbuildings serving the older residences. The dominant roof material is clearly custom orb (corrugated) iron and steel in a variety of neutral colours, however some examples of slate roofs remain. The only example in close proximity to the site being Garthowen at number 261 Charles Street, Launceston.

Due to insensitive development in the past, the remaining part of the original cottage on the site has a practically flat mono-pitched roof. This form was continued to cover the modern extension to the rear. The roof form proposed may then be seen to be consistent with the existing development on the site, and also to have some precedent in the newer buildings in the street (specifically the eye hospital at number 260-262 Charles Street, Launceston and the larger hospital buildings to the south) as well as in the many extensions and outbuildings to the rear of earlier buildings. With the flat roof forms proposed, and their height above surrounding ground level, the material and colour of the roof sheeting is of little consequence in the streetscape. Therefore, the proposed roof form and materials are considered to be compatible with the historic cultural heritage significance of the local heritage place and its setting and thus consistent with the performance criteria for clause E13.6.8.

E13.6.9 Wall materials

Objective:

To ensure that wall materials are compatible with the historic cultural heritage significance of local heritage places and their settings.

Consistent

The proposal satisfies the applicable performance criteria.

A1 No acceptable solution.

Relies on Performance Criteria

P1 Wall material for buildings and structures must be compatible with the historic cultural heritage significance of a place and its setting, having regard to:

- (a) the cultural heritage values of the local heritage place and setting;
- (b) the design, period of construction and materials of the dominant building on the site;
- (c) the dominant wall materials in the setting; and
- (d) the streetscape.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Complies

Having regard to the relevant matters, the Council's Place and Heritage Officer advises:

The predominant wall materials and finishes in the existing streetscape include painted timber weatherboards, painted, rendered and face brickwork, and some stone which is used in foundations, the feature wall fronting the eye hospital building, and the large retaining wall fronting the subject site. A neutral colour palette is evident in all wall finishes in the surrounding streetscape, including weathered copper sheeting is also featured in the central drum of the eye hospital and traditional roof plumbing at Garthowen.

It is evident that the neutral colour and material palette specified for the proposed buildings (including face brick, stone, clear finished timber, Core-ten steel, metal mesh screening, and grey painted finishes), draws strongly from the colours and textures in the stone of the retaining wall which fronts the site as well as the finishes of surrounding development. The retention of the substantial stone retaining wall is also recognised as being of great value to the heritage and aesthetics of the site and the streetscape it is acknowledged that the work required is a significant undertaking both in practical and financial terms. Therefore, the wall materials and colours proposed are considered to be compatible with the historic cultural heritage significance of the local heritage place and its setting and thus consistent with the performance criteria for clause E13.6.9.

E13.6.12 Tree and vegetation removal

Objective:

To ensure that the removal, destruction or lopping of trees or the removal of vegetation does not impact on the historic heritage significance of local heritage places and their settings.

Consistent

The proposal satisfies the applicable performance criteria.

A1 No acceptable solution.

Relies on Performance Criteria

P1 The removal, destruction or lopping of trees or the removal of vegetation must not unreasonably impact on the historic cultural heritage significance of a local heritage place and its setting, having regard to:

- (a) the cultural heritage values of the local heritage place and setting;
- (b) the age and condition of the tree or vegetation;
- (c) the size and form of the tree or vegetation;
- (d) the importance of the tree or vegetation to the historic cultural heritage significance of a local heritage place or its setting; and
- (e) whether the tree or vegetation is located within a garden that is a listed as a local heritage place.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Complies

Having regard to the relevant matters, the Council's Place and Heritage Officer advises:

There is no vegetation on the site which is of known significance, or which makes any contribution to the streetscape. More substantial soft landscaping is also proposed as part of the development to aid the new buildings in fitting in with the surrounding streetscape. Therefore, the minor vegetation removal proposed is not considered to have an unreasonable impact on the historic cultural heritage significance of the local heritage place or its setting and thus consistent with the performance criteria for clause E13.6.12.

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 2021/00045-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 5 May to 19 May 2021. Six representations were received during the exhibition period and a further five representations were received after the close of advertising. Those latter representors do not receive a right to appeal the decision of Council in regard to this proposal.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

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.

Some of the issues raised by representors relate to non-compliance with specific acceptable solutions. Compliance with relevant standards is considered in the body of the assessment report.

It is noted that achievement of a standard (ie. clause objective) can be demonstrated through meeting either the acceptable solutions or the performance criteria. Reliance upon performance criteria is not a relaxation of a standard, rather it is a subjective means of achieving the standard and is discretionary due to that subjectivity.

Issue 1

The house to be demolished is on the local heritage list and the precinct in which it is located in was noted in the 2007 Paul Davies Heritage Study as having "extremely high integrity and intactness".

Response 1

The property is within the area identified as the South Central Precinct as part of the Launceston Heritage Study 2007. This is a broad precinct generally bounded by George Street to the east, Frankland Street to the south, Charles Street to the west and Elizabeth Street to the north. These precincts are not recognised in the planning scheme.

Issue 2

New buildings should make an effort to contribute to and improve the streetscape, this proposal demolishes the existing building and adds an entirely out of character modern box.

Response 2

This is a subjective view. Arguably the Charles Street streetscape is, like many others in the broad historic centre of Launceston, made up of an array of different architectural types, styles and eras, all of which contribute to the notion of streetscape. Whilst most of the houses on the eastern side of Charles Street, between Balfour and Frankland Streets, were built in the late 1800s, the western side of the street features buildings built in the 1930s, 70s and 90s (most notably the 1994 eye hospital building).

Anecdotally, the subject building at 269 Charles Street, Launceston was originally a two storey building, with the upper floor having been destroyed by fire, leaving the resultant building substantially altered from the 1880 original. At the very least the existing flat roof line is not an original feature. Notwithstanding this, the proponents have supplied a report prepared by a structural engineer. This report concludes that the dwelling contains a number of cracks and structural failures that are attributable to the failure of the bluestone wall. The bluestone wall is failing because the existing building is too close, with the load transfer from the dwelling being too much for the wall. The engineer concludes that the wall needs significant repair, including some dismantling and

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

rebuilding. To do this the house will need to be stabilised and as this cannot be effectively or safely done until the wall is repaired, the engineer recommends demolition of the building. The replacement building will require appropriately designed foundations to avoid placing additional load on the reconstructed wall. The proposed new building will make a statement, as did the eye hospital building in 1994 and the corner building (now housing a Japanese restaurant) in 1969.

Issue 3

What is the proposal regarding the rather large imposing front fence.

Response 3

It is the proponent's intention is to repair and reconstruct the bluestone boundary walls to ensure the safety of pedestrians and of the future building and its occupants.

Issue 4

"This building was constructed after 1839 but before 1853 ... we should consider this is a treasure as luckily the outside at least is largely intact and in good condition ..."

Response 4

The Council's records indicate a construction date of around 1880. The building does not contain its original roof, with the engineers report suggesting the current roof dates around the early 1970s. Further the engineers report concludes that the building is structurally failing and its repair is impractical given the failure of the bluestone retaining wall.

Issue 5

Charles Street already has congested traffic flow and the narrow right of way will increase this problem and cause more traffic accidents.

Response 5

Whilst Charles Street is indeed a busy street, the addition of some additional eight vehicle movements per day - based on industry averages for a single dwelling - is not considered by the Council's traffic engineers to be an unsafe outcome.

Issue 6

The building has a height of 11.85m above natural ground level, which is far in excess of the height characteristics of the surrounding area and does not comply with the acceptable solution and has not addressed the performance criteria.

Response 6

The Inner Residential zone provides an acceptable solution for a building height of 9m. This is measured from natural ground level. The representor has mistakenly taken the level of the adjoining footpath to be natural ground level, however, this is not the case. The natural ground level at the subject site is retained, not raised, by the bluestone wall following alterations to the level of Charles Street at that point.

Issue 7

Little regard has been given to the compatibility of the setback to the streetscape and the appearance when viewed from roads and public spaces.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Response 7

The proposed new dwelling at the front of the lot is considered to be consistent with the general pattern of development in the streetscape and the broader area. The unusual topography of the site perhaps gives the proposed dwelling additional prominence.

Issue 8

The application fails to demonstrate how the works will comply with the Heritage Code, specifically with regard to height and bulk, roof form and materials and wall materials.

Response 8

Compliance with the relevant provisions of the Historic Cultural Heritage Code is assessed in the report and relies upon the advice of the Council's Place and Heritage Officer.

Issue 9

Most of the rock wall is allowing only 3.6m width in the right of way rather than the 3.96 shown on the title, how does the applicant intend to return the right of way to 3.96m

Response 9

Whilst this is not a matter subject to the planning scheme, clearly, this is an historical outcome and its resolution is between those with rights of way over the land in question.

Issue 10

The house at 46 Frankland Street is 1.6m from the boundary, not 4.1 as shown on the plan.

Response 10

The proponent's architect asserts that the plans are drawn to scale with the location of adjoining dwellings in accordance with surveyed data. The 4,100mm shown on plan sheet 4 reflects the side boundary setback of the dwelling at 271-273 Charles Street. The dwelling at 46 Frankland Street is indeed setback around 1.6, from the boundary. However the proposed dwelling 2 is setback some 5m at ground level and 1.5m at the first floor level, which is roughly equivalent to the ground floor level at 46 Frankland Street.

Issue 11

The proposal does not provide for visitor parking.

Response 11

It is acknowledged that visitor parking is not provided for this proposal and that there will be a reliance upon on-street parking or public transport. It is a reality, for those living in the inner city and the immediate surrounds, that visitor parking is often not practicable and visitors will often have to park some distance away or visit during periods of less demand if they wish to drive.

Issue 12

There is no provision to contain or drain water running onto the right of way.

Response 12

The proposed dwellings will be connected to the public stormwater system and will not direct additional stormwater to the right of way.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

Issue 13

Dwelling 2 has greater than the 60% site coverage allowed at cl.11.4.7 and does not have the minimum 250m² site area per dwelling prescribed at cl.11.4.16 P1.

Response 13

Site coverage refers to the area of roofed buildings over the whole of the 534m² site rather than the more restrictive area that might be allocated to an individual dwelling. Thus, site coverage at 269 Charles Street is proposed to be 51.8%. Similarly, site area per dwelling is defined in the planning scheme as the area of the lot divided by the number of dwellings. Site area per dwelling is, therefore, 267m².

Issue 14

What guarantee is there that there will be no further subsidence of the fragile boundary between the site and the adjoining properties to the south?

Response 14

Whilst the developers are responsible for any off-site damage that they may cause and will thus take all reasonable care to prevent such off-site impact, if in doubt, neighbours would be well advised to seek independent advice. A condition requiring an assessment of the boundary conditions and the taking of reasonable measures to prevent subsidence is proposed.

Issue 15

Is the setback of 1500mm of the garage (particularly for Dwelling 1) sufficient for easy access within the confines of the right of way?

Response 15

Access to the garages is confined by the width of the right of way and whilst care will be required, it is sufficient for safe access given the speed environment of the right of way, the clear sight line and the low traffic volumes.

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.

9.1 269 Charles Street, Launceston - Residential - Demolition of Existing Dwelling and Construction of Two Dwellings With Access Via Right of Way ...(Cont'd)

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.

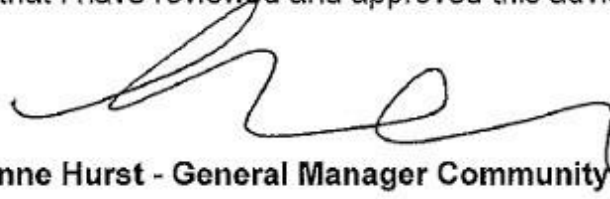
BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

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 - 269 Charles Street, Launceston (*electronically distributed*)
 2. Plans to be Endorsed - 269 Charles Street, Launceston (*electronically distributed*)
 3. TasWater SPAN - 269 Charles Street, Launceston (*electronically distributed*)
 4. Heritage Assessment (City of Launceston Place and Heritage Officer) - 269 Charles Street, Launceston (*electronically distributed*)
 5. Structural Report (D1 Consulting Engineers Pty Ltd) - 269 Charles Street, Launceston (*electronically distributed*)
 6. Representations - 269 Charles Street, Launceston (*electronically distributed*)
-

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling

FILE NO: DA0174/2021

AUTHOR: Duncan Payton (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:	Wei Yuan Cai and Susan Cai
Property:	22 Margaret Street, Launceston
Zoning:	Urban Mixed Use
Receipt Date:	29/03/2021
Validity Date:	1/04/2021
Further Information Request:	23/04/2021
Further Information Received:	05/05/2021
Deemed Approval:	18/06/2021
Representations:	Five

PREVIOUS COUNCIL CONSIDERATION:

DA.01.97.355 - approval for the establishment of the restaurant and requirement for five car parking spaces.

DA.00.98.014 - approval for outdoor dining (western side of restaurant, realignment of car park and construction of masonry fence.

DA0481/2005 - approval for expansion of restaurant - approximately 1.5m encroachment into the car park and no condition referring to parking. Included a roller door delivery access directly to the car park.

DA0593/2008 - approval for extension of building and construction of upstairs dwelling - including an open deck area. The approved plans showed four car parking spaces and a single garage under the new dwelling. Car parking spaces three and four are each partially in front of the garage door.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

DA0112/2017 - approval to enclose the upstairs deck into a sunroom. Approved plans again showed four car parking spaces and a garage, with two car parking spaces potentially blocking access to the garage.

STANDARDS REQUIRING COUNCIL DISCRETION

- 15.4.4 Pedestrian access to dwellings
- 15.4.6 Private open space
- E5.5.1 Risk to sensitive use

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 DA0174/2021 - Residential and Food Services - change of use of the existing restaurant car park to private open space for the existing dwelling at 22 Margaret Street, Launceston, subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

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

- a. Locality Plan, proposed private open space, 22-24 Margaret Street, Launceston, dated 24/03/2021.
- b. Site Plan Proposed, proposed private open space, 22-24 Margaret Street, Launceston, revision A, dated 24/03/2021 - Amended Plan Required.
- c. Site Plan Existing, proposed private open space, 22-24 Margaret Street, Launceston, dated 24/03/2021.
- d. Letter by Wei Yuan Cai, dated 29/03/2021.
- e. Letter by Susan Cai, dated 29/03/2021.

2. AMENDED PLANS REQUIRED

Prior to the commencement of any work and/or use, an amended site plan must be submitted to the satisfaction of the Manager City Development to replace plans annotated as *Amended Plan Required* and attached to the Permit. Once approved, the amended plan will be endorsed by the Council and will then form part of the Permit. The amended site plan must be drawn to scale by an appropriately qualified person and show:

- a. all buildings, fences and other features, existing and proposed;
 - b. line marking of car parking;
 - c. five car parking spaces;
 - d. clearly defined public, private and common areas; and
 - e. landscaping, including species and height at maturity.
-

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

2. PROVISION OF FIVE CAR PARKING SPACES

Five car parking spaces must be provided on-site at all times whilst the restaurant is open for diners.

3. LEGAL TITLE

All development and use associated with the proposal must be confined to the legal title of the subject land.

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

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0174/2021. 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.*

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 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.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

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.

REPORT:

1. THE PROPOSAL

It is proposed to change the use of part of the existing carpark at the Golden Brumby Restaurant at 22 Margaret Street, Launceston, for the purposes of private open space associated with the existing single dwelling located above the restaurant.

The restaurant, approved in 1997, is required by permit condition, to provide five car parking spaces on the subject site. Notwithstanding further development of the site since 1997 and proposal plans showing only four car parking spaces, the required five car parking spaces are currently line-marked within the on-site car park area.

The proposal plan indicates approximately half of the car park area to be utilised as private open space, with the inclusion of potted plants around the boundary, a green-house and shelving adjacent to the western boundary, swings and outdoor furniture.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

The proposal plans show only four existing car parking spaces and the proposal shows the retention of two of those, on the eastern side of the site. The proposal does not suggest the complete and permanent removal of parking associated with the operation of the restaurant. Rather, it argues that the operation of the restaurant has significantly reduced, with trading hours currently around 5pm to 8.30pm.

It is asserted in representations that the removal of all on-site car parking, or even the reduction from five to two car parking spaces, for the restaurant cannot be legally authorised through this permit process without resulting in the continued operation of the restaurant being in breach of its permit conditions.

Whilst not conceding that legal argument, it is noted that the planning scheme clearly entertains the shared use of parking spaces. Whilst this is generally considered in terms of, for example, day time parking by one business and evening parking by another, it is equally reasonable to include use of the car parking spaces for the outdoor recreation of the residents of the dwelling whilst the restaurant is not open for diners and their use for car parking when the restaurant is open for diners.

In this manner, the restaurant will continue to operate within the bounds of its permit and the use of the car parking spaces can change fluidly with any future alteration to the opening hours of the restaurant.

2. LOCATION AND NEIGHBOURHOOD CHARACTER

Address	22 Margaret Street, Launceston
Zone	15.0 Urban Mixed Use zone
Size	440m ²
Access	Existing access from Margaret Street
Shape	Rectangular
Slope	The site is generally level.
Existing structures	The site currently contains the Golden Brumby Restaurant at ground level and a single dwelling above. The northern side of the site provides five car parking spaces for the restaurant, in accordance with the original planning permit. A basketball hoop has been installed adjacent to the northern boundary of the site, clearly indicating some use of the site for recreational purposes by the residents of the dwelling. <i>Google Street View (August 2017)</i> includes the basketball hoop.
Connection to services	All services are provided to the site.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

Surrounding land	15.0 Urban Mixed Use zone (south, north and west) 17.0 Community Purpose zone (east). The site is surrounded by Launceston College to the east, car parking to the north, a dwelling to the west and a café/take away to the south.
Overlays	E2 - Potentially Contaminated Land Code (adjoining site). E5 - Flood Prone Code - (the site is within the levee protected area. It is also subject to urban stormwater flooding in major events).

3. PLANNING SCHEME REQUIREMENTS

3.1 Zone Purpose

15.0 Urban Mixed Use Zone

<p>15.1.1 Zone Purpose Statements</p> <p>15.1.1.1 To provide for integration of residential, retail, community services and commercial activities in urban locations.</p> <p>15.1.1.2 To provide for a diverse range of urban uses and increased intensity of development including residential densities that support the role of activity centres.</p> <p>15.1.1.3 To encourage residential, visitor accommodation and tourist operation uses as a means of increasing activity outside normal business hours.</p> <p>15.1.1.4 To create:</p> <p>(a) activity at pedestrian levels, with active road frontages offering interest and engagement to shoppers; and</p> <p>(b) appropriate provision for car parking, pedestrian access and traffic circulation.</p>
<p>Consistent</p> <p>The proposal to use part of the previously approved car park at 22 Margaret Street, Launceston, reflects the ongoing use of the site and is consistent with the purpose of the zone to provide for the integration of residential, retail, community services and commercial activities in urban locations and to encourage residential uses as a means of increasing activity outside normal business hours.</p>

15.3 Use Standards

15.3.1 Hours of operation

<p>Objective:</p> <p>To ensure that non-residential uses do not cause unreasonable loss of amenity to nearby sensitive uses.</p>
--

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

Consistent

22 Margaret Street, Launceston currently contains the Golden Brumby Restaurant at ground level and a single dwelling at first floor level. The proposal to formalise the existing use of part of the nominated car park as private open space for the dwelling will have no impact upon the hours of the restaurant, which in turn will have no impact upon the use of the open space. The proposal satisfies the acceptable solution.

A1 Commercial vehicles must only operate between 6am and 10pm.

Complies

The approved hours of the restaurant, under DA.01.97.335, are 10am to 10pm - Monday to Saturday and the applicants advise that currently they only operate 5pm to 8.30pm. Commercial vehicles do not operate beyond the prescribed hours.

15.3.3 Light spill and illumination

Objective:

To ensure that light spill and levels of illumination from external lighting does not cause unreasonable loss of amenity to sensitive uses.

Consistent

The proposal complies with the acceptable solution.

A1 The use must:

- (a) not include permanent, fixed floodlighting where the zone adjoins the boundary of the General Residential, Inner Residential, and Low Density Residential zones; and
- (b) contain direct light from external light sources within the boundaries of the site.

Complies

The site does not adjoin a General Residential, Inner Residential or Low Density Residential zone. No change to lighting, associated with the restaurant, is proposed and such lighting does not adversely impact upon the proposed private open space.

15.3.4 Noise level

Objective:

To ensure that noise levels from uses do not unreasonably impact on the amenity of nearby sensitive uses.

Consistent

The proposal satisfies the acceptable solution.

A1 Noise generated by a use on the site must:

- (a) not exceed a time average A-weighted sound pressure level (L_{aeq}) of 5dB(a) above background during operating hours when measured at the boundary of an existing sensitive use adjoining or immediately opposite the site; or
- (b) be in accordance with any permit conditions required by the Environment Protection Authority or an environmental protection notice issued by the Director of the Environment Protection Authority.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

Complies

The restaurant has been operating for a number of years with a residential use upstairs and on the adjoining site to the west. There has been no suggestion that the restaurant operation exceeds the prescribed noise levels. The proposed use of part of the car park as private open space will not affect, or be affected by, noise generated by the restaurant.

15.4 Development Standards

15.4.2 Location of car parking

Objective:

To ensure that car parking:

- (a) does not detract from the streetscape; and
- (b) provides for vehicle and pedestrian safety.

Consistent

The proposal seeks to replace three nominal car parking spaces with private open space for the associated residential use of the site. The acceptable solution is met.

A1 Car parking must be located:

- (a) within the building structure; or
- (b) behind the building.

Complies

The subject site has frontage to Margaret and Brisbane Streets, Launceston with the latter being the shortest and therefore the primary frontage, as defined by the scheme. The car parking is therefore located behind the building.

15.4.3 Active ground floors

Objective:

To ensure that building facades promote and maintain high levels of pedestrian interaction and amenity.

Consistent

The proposal does not include any alteration to the building facade. The applicable acceptable solutions are complied with.

A3 The building must:

- (a) provide a direct access for pedestrians from the road or publicly accessible areas; and
- (b) be orientated to face a road, mall, laneway or arcade, except where the development is not visible from these locations.

Complies

The building is orientated to Margaret Street, with direct access provided to pedestrians. The proposal to alter the use of part of the car park does not impact upon access to the restaurant on the ground floor.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

15.4.4 Pedestrian access to dwellings

Objective:

To ensure pedestrian access to residential development is safe and convenient.

Consistent

Pedestrian access to the car park area and the proposed private open space is not changed from the existing and satisfies the applicable performance criteria.

A1.1 New dwellings or residential developments must be provided with a pedestrian access independent of the access to any ground floor use in the building, or tenancies on the same site or within the same building; and

A1.2 Pedestrian access directly onto a road frontage must be no wider than 4m.

Relies on Performance Criteria

Access to the proposed private open space is via the car park entrance, which also provides an entrance to the restaurant. Performance criteria are relied upon.

P1 New dwellings or residential developments must be provided with appropriate pedestrian access for the future residents, having regard to:

- (a) the use of the ground floor frontage;
- (b) accessibility arrangements;
- (c) the size and visibility of the proposed entrance; and
- (d) the opportunities for access onto roads and other publicly accessible areas.

Complies

The dwelling and the restaurant each have existing separate entrances, with the restaurant having an entrance from both the footpath and the car park. The proposed private open space, for the dwelling, is directly accessible from the car park. Pedestrian access to the car park is through the existing vehicle entrance as there is not a separate pedestrian gateway.

Given that the car park will be reduced to two vehicles when the private open space is available and the clear visibility of the car park entrance, the pedestrian access to the private open space is considered appropriate.

15.4.6 Private open space

Objective:

To provide adequate and useable private open space for the needs of residents.

Consistent

The proposal is specifically to provide adequate useable private open space for the existing dwelling. The proposal satisfies the applicable performance criteria.

A1 Dwellings must have an area of private open space with direct access from a habitable room other than a bedroom, comprising:

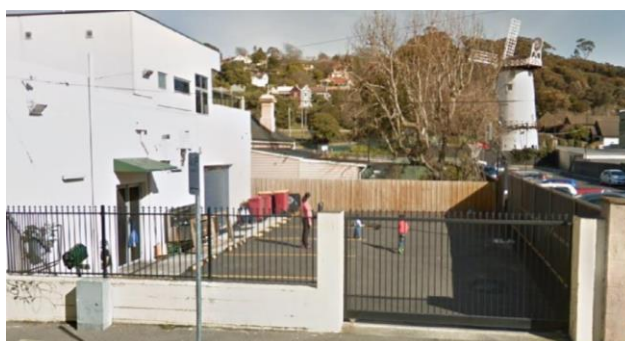
- (a) on the ground floor, 24m² with a horizontal dimension of no less than 3m; or
- (b) wholly above ground floor, 8m² with a minimum horizontal dimension of 2m; or
- (c) a roof-top area, 10m² with a minimum horizontal dimension of 2m.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

Relies on Performance Criteria

The existing dwelling is on the first floor level. When constructed it included an open deck at that level to provide private open space with direct access. However, the open deck was enclosed and converted to a sunroom pursuant to DA0112/2017 and the car park, despite being line marked for five vehicles, was clearly being utilised informally as open space for the residents of the dwelling.

The extract from *Google Street View, August 2017*, clearly shows the family using the space and the basketball hoop in a concrete footing.



The ground level private open space is not directly accessible from a habitable room and relies upon performance criteria.

P1 Dwellings must be provided with sufficient private open space to meet the reasonable needs of the residents having regard to:

- (a) the size and useability of the private open spaces;
- (b) the accessibility of the private open space;
- (c) the availability of common open space;
- (d) the availability of and access to public open space;
- (e) the orientation of the lot to the road; and
- (f) the ability of the private open space to receive adequate solar access.

Complies

When the proposal to enclose the upper level deck was assessed it was considered that the new sunroom would replace the need for private open space.

However, with young children, it is clearly impracticable to expect that the car park would not be used for activities such as learning to ride a bike, roller skating, basketball, or simply relaxing in the open air. Whilst, for more structured or intense activity a trip to a public park is required, use of the car park area for quiet, safe, casual and private family outdoor relaxation has been meeting the reasonable needs of the residents for a number of years.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

Having regard to the relevant matters such as the size and useability of the proposed private open space, its accessibility to the dwelling, its visibility to and security from the street, the private open space is considered to cater for the reasonable needs of the residents, particularly as their children grow.

A2 Private open space must receive a minimum of four hours of direct sunlight on 21 June to 50% of the designated private open space area.

Complies

No information was provided with regard to the amount of direct sunlight available on 21 June. However, given the generally northern aspect of the private open space and the lack of likely overshadowing by other than the existing fence, it is considered likely that the requisite sunlight is available. This is supported by the endorsed shadow drawings of DA0593/2008 which show that the proposed private open space area is free of shadow from the Launceston College building by midday.

15.4.9 Common property

Objective:

To ensure that common areas are easily identified.

Consistent

A revised plan to address the acceptable solution will be required.

A1 Site drawings must clearly delineate private and common areas, including:

- (a) driveways;
- (b) parking spaces, including visitor parking spaces;
- (c) landscaping and gardens;
- (d) mailboxes; and
- (e) storage for waste and recycling bins.

Complies

For clarity and certainty, an amended site plan clearly detailing these features will be required by condition.

E2.0 Potentially Contaminated Land Code

E2.1 The purpose of this provision is to:

- (a) ensure that use or development of potentially contaminated land does not adversely impact on human health or the environment.

Consistent

The site adjoins land shown as potentially contaminated land. However, the development does not involve the disturbance of more than 1m² of land and further consideration of the code is not warranted.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

E2.6 Development Standards

E5.0 Flood Prone Areas Code

E5.1 The purpose of this provision is to:

- (a) ensure that use or development subject to risk from flooding is appropriately located and managed; and
- (b) to minimise the risk of damage or pollution in the event of a flood.

Consistent

The site is within the levee protected area for the 1% riverine flood event. However, it is also within a mapped area subject to urban stormwater flooding in such an event.

The proposed use of part of the car park area for the purpose of private open space is consistent with the purpose of the code. As the site is potentially subject to flooding by urban stormwater during significant events, development is limited to potted plants, greenhouse and shelving and some outdoor furniture and play equipment, including the basketball hoop and stand.

E5.5 Use Standards

E5.5.1 Risk to sensitive use

Objective:

To minimise the risk of injury to, or loss of human life or damage to property, in relation to sensitive uses in the event of a flood.

Consistent

The proposal satisfies the applicable performance criteria.

A1 No acceptable solution.

Relies on Performance Criteria

P1 Sensitive use must be located to minimise the risk of injury to or loss of human life or damage to property, having regard to:

- (a) the need for the location;
- (b) the characteristics and scale of the use;
- (c) the characteristics of the inundation of the land that is subject to the risk;
- (d) the nature and frequency of the inundation;
- (e) any measures proposed to mitigate the risk;
- (f) the nature, degree, practicality and obligation for any management activities to mitigate the risk; and
- (g) the level of risk identified in any report prepared by a suitably qualified person.

Complies

The Council's flood mapping suggests that the site will be inundated by stormwater in a major event. The private open space is not a habitable room, it is on a sealed and relatively level surface, being the only outdoor area available for such a use.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

Such flood events will be rare and the use and development of part of the car park for private open space is not considered to increase the risk of injury to or loss of human life or damage to property. Unlike flooding from the river, which is usually the result of major rainfall in distant catchment areas over previous days, urban stormwater flooding is usually the result of significant rainfall over the city at that time. It is reasonably unlikely that people will be outside in the private open space during such rainfall event and rising stormwater.

E5.6 Development Standards

E5.6.1 Development subject to flooding

Objective:

To minimise the risk of injury to, or loss of human life, or damage to property or the environment, by avoiding areas subject to flooding where practicable, or mitigating the adverse impacts of inundation to an acceptable level.

Consistent

The proposal satisfies the applicable performance criteria.

A1 No acceptable solution.

Relies on Performance Criteria

P1 It must be demonstrated that the risk of injury to or loss of human life or damage to property or the environment is minimised, having regard to:

- (a) the need for the location;
- (b) the nature and characteristics of the development;
- (c) the scale and intensity of the development;
- (d) the characteristics of the inundation of the land that is subject to the risk;
- (e) the nature and frequency of the inundation;
- (f) the need for and the availability of infrastructure, including access and reticulated services;
- (g) accessibility to the development during flooding;
- (h) the capacity of the development to withstand flooding;
- (i) the capacity of the owner or occupants to respond to or manage the flood risk;
- (j) the location of effluent disposal or sewerage reticulation or storage of materials;
- (k) the nature of any works required to mitigate the risk;
- (l) any mitigation works proposed to be carried out outside the boundaries of the site;
- (m) any works interfering with natural watercourse processes or restrictions or changes to flow;
- (n) any works resulting in an increase in risk to other buildings, including buildings outside the boundaries of the land; and
- (o) any recommendations or advice contained in a report by a suitably qualified person.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

Complies

Development is limited to the outdoor furniture and pot plants and the like. These will not be significantly impacted by the encroachment of stormwater during significant events.

Risk of injury or loss of human life is considered minimal as the rain event to cause stormwater flooding would discourage use of the private open space.

E6.0 Parking and Sustainable Transport Code

E6.1 The purpose of this provision is to:

- (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;
- (c) ensure access for cars and cyclists and delivery of people and goods is safe and adequate;
- (d) ensure that parking does not adversely impact on the amenity of a locality;
- (e) ensure that parking spaces and accesses meet appropriate standards; and
- (f) provide for the implementation of parking precinct plans.

Consistent

Whilst the provision of car parking for the proposed private open space is not required, its impact upon parking for the approved restaurant is relevant.

Representors have raised concern that the proposal effectively seeks to alter the conditions of DA.01.97.355 which requires the provision of five car parking spaces for the restaurant. It is further asserted that there is no capacity to so amend the previous permit and that such a change is not minor in nature.

Notwithstanding the merits or otherwise of this assertion, a condition is proposed that requires the five car parking spaces to be made available at all times whilst the restaurant is open for diners. In this regard, the proposal does not alter the requirement for or provision of car parking on-site. Further consideration of the code is therefore not warranted.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

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	N/A
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 24 May to 24 May 2021. Five 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

<p>Issue 1 The application is unclear - private open space is not a defined use.</p>
<p><i>Response 1</i> <i>The application is described as Residential and Food Services - change of use of existing restaurant carpark to provide open space for the existing dwelling. The advertised plans show existing car parking spaces on one plan and two car parking spaces and an open recreation area featuring seating, landscaping and a basketball hoop on another. The intent is clearly to allow the use of part of the existing car park area for recreation (private open space) by the occupants of the dwelling.</i></p>
<p>Issue 2 It seems the application really seeks to amend a condition of DA01.97.355 which required the provision of five car parking spaces associated with the restaurant use.</p>

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

Response 2

The application seeks approval for the existing use of the site. A use that has been in place without any apparent negative outcome, for a number of years. On legal advice, this permit process is not the appropriate means to void restaurant parking consistent with its permit. The approach, therefore, is to share the use of the car parking spaces.

Issue 3

The proposal will leave the restaurant with no off-street parking.

Response 3

The restaurant will continue to have functional off-street parking spaces, within the constraints it has had since 2008 when the construction of the upstairs dwelling was approved with a garage opening onto car parking spaces 3 and 4. It is relevant that the 2005 permit (DA0481/2005) approved the extension of the restaurant which reduced the width of the car park and included a delivery entrance which effectively voided one of the original five car parking spaces. That permit did not include any condition requiring car parking.

Issue 4

Despite the applicants assertions, that the operating hours of the restaurant are 5pm-8.30pm, its permit allows 10am to 10pm.

Response 4

This is correct. Clearly, pre-COVID-19, the restaurant operated longer hours than it does presently and it is entitled by the existing permit to return to those longer hours in the future.

Issue 5

The adjoining public carpark is closed at 5pm and the Bathurst Street car park is some 100m away. Customers will be likely to park illegally in the TRC Hotel car park.

Response 5

There is no assertion from the representors that customers of the Golden Brumby currently park illegally in the TRC Hotel car park, or indeed that this has been a common practice in the past. Given that the proposal will not actually change the reasonably long standing use of the car park, it seems unrealistic to presume that customers will now change their habits and park illegally.

Issue 6

The application has failed to adequately demonstrate that it satisfies clause E6.5.1 Car Park Numbers in regard to the parking requirements for the restaurant.

Response 6

On the contrary, and notwithstanding that the proposal does not seek to alter the current functional parking arrangements, there is a large public car park around 100m away and several on-street parking spaces available. Additionally, customers that arrive before 5pm are able to park in the adjoining privately operated car park, which as the representor notes is closed to entering vehicles after 5pm and clearly remains available for customers to retrieve their vehicles after 5pm.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

Logically, if the restaurant reopens during the day, the adjoining public car park will be available. After hours, most of the surrounding businesses, not including the TRC Hotel and Cataract Restaurant, will be closed, thus freeing up on-street parking spaces.

Issue 7

The plan still includes two car parking spaces. This is not private open space.

Response 7

The proposal is merely seeking to gain approval for the use of the outside area, not required for car parking, as private open space. It is reasonably transparent that the area still shown as car parking is not intended to be viewed as private open space. In most cases these two car parking spaces will be utilised by the operators of the restaurant (also the residents of the dwelling).

Issue 8

What is sought is conversion of the entire rear area, required for car parking pursuant to the first permit (DA.01.97.355) for private open space. This will obliterate the required parking spaces and it follows that the use as a restaurant cannot be lawfully continued.

Response 8

A condition is proposed requiring the restaurant parking be available whilst the restaurant is open for diners.

Issue 9

It is apparent that this is an application to vary the terms of the first planning permit and on that basis, Council has no jurisdiction to grant a permit.

Response 9

The application seeks to gain approval for the use to which this section of the car park has been put for a number of years. The restaurant's compliance with permit conditions is not affected by this proposal.

Issue 10

The proposal is merely a stalling tactic to hinder to proposed hotel on Margaret Street.

Response 10

There is not currently an approval for a new hotel in the immediate area. The recently proposed Gorge Hotel was approved by Council and later refused by the Resource Management Planning and Appeals Tribunal. Whilst a relevant scheme amendment has been initiated by Council and must go through a lengthy assessment process and determination by the Tasmanian Planning Commission, there is not a current application for a hotel. The planning scheme does not provide for consideration of possible future outcomes of possible future applications.

Issue 11

Car parking in and around Margaret Street is limited and the proposed change of use of the existing car park may lead to customers of other businesses not being able to find a convenient parking space and therefore not stop. The operating hours of the Golden Brumby may increase and further exacerbate the parking problem.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing Dwelling ...(Cont'd)

Response 11

On-street parking in the area is available to all members of the public whether they be customers of businesses in the area or not. Similarly, the Bathurst Street car park and the privately owned car park adjacent to the Golden Brumby are also available - when open - to all members of the public. Notwithstanding this, it is unlikely that the current application will have any impact on the parking habits of patrons now or into the future, and nor, therefore, is it likely to adversely impact upon surrounding businesses.

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:

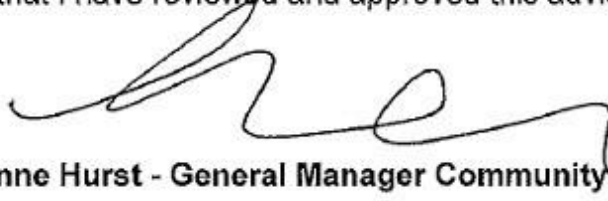
Not considered relevant to this report.

9.2 22 Margaret Street, Launceston - Residential and Food Services - Change of Use of the Existing Restaurant Car Park to Private Open Space for the Existing 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 - 22 Margaret Street, Launceston (*electronically distributed*)
 2. Plans to be Endorsed - 22 Margaret Street, Launceston (*electronically distributed*)
 3. Representations - 22 Margaret Street, Launceston (*electronically distributed*)
-

10 ANNOUNCEMENTS BY THE MAYOR

10.1 Mayor's Announcements

FILE NO: SF2375

Monday 7 June 2021

- Hosted International Students from Launceston College for tour and lunch

Tuesday 15 June 2021

- Lead and officiated at the *Launceston Walk Against Elder Abuse*

Wednesday 16 June 2021

- Attended the *CARE (Creating Access to Real Employment) Program* Graduation
-

11 COUNCILLORS' REPORTS

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

12 QUESTIONS BY COUNCILLORS**12.1 Questions on Notice**

Local Government (Meeting Procedures) Regulations 2015 - Regulation 30

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

12.1.1 Councillors' Questions on Notice - Councillor P S Spencer - New Year's Eve Event - Council Meeting - 3 June 2021**FILE NO:** SF2375**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following question, asked at the Council Meeting on 3 June 2021 by Councillor P S Spencer, has been answered by Leanne Hurst (General Manager Community and Place Network).

Questions:

1. [In relation to the 2020 New Year's Eve Beerfest event] Were the finances from the previous event certified by a practitioner auditor?

Response:

City of Launceston Event Sponsorship Guidelines requires the submission of an acquittal on the actual event outcomes within 90 days of the event being held. The main purpose of the acquittal is to determine attendance numbers and expenditure, to determine how the Council's Event Sponsorship funding was used.

Beerfest provided a detailed acquittal of the 2020 event within the required timeframe, as they have done in previous years with all event sponsorship. Although the Council reserves the right to request an independent audit if the financial information is not considered to be sufficient to acquit the grant, there has not been a need to request this from Beerfest as their acquittals have been considered to be sufficiently detailed. Nevertheless, Beerfest organisers have confirmed that their finances are verified by a qualified accountant.

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 Heritage Advisory Committee Meeting - 29 April 2021****FILE NO:** SF2965**AUTHOR:** Fiona Ranson (Place and Heritage Officer)**GENERAL MANAGER:** Leanne Hurst (Community and Place Network)

DECISION STATEMENT:

To receive and consider a report from the Heritage Advisory Committee Meeting held on 29 April 2021.

RECOMMENDATION:

That Council receives the report from the Heritage Advisory Committee Meeting held on 29 April 2021.

REPORT:

The Heritage Advisory Committee, at its Meeting held on 29 April 2021, discussed the following items:

1. Community Representatives

The selection of Committee Members (Community Representatives), Dr Anne Neale, Mrs Margot Smart and Mr Lez Penzes, was ratified by Council at the Meeting held on 25 March 2021.

2. Terms of Reference

The Committee's amended Terms of Reference was endorsed by Council at the Meeting held on 25 March 2021.

3. Albert Hall Renewal Project

An update on the Conservation Management Plan and preliminary design process for the Albert Hall Renewal was provided by the Project Manager.

4. 2021 Heritage Awards and Open House Launceston

Planning for this year's Awards and a program of associated cultural events focussed on Launceston's built environment and heritage was further progressed. Current planning indicates that these events will be held from late July into September.

13.1 Heritage Advisory Committee Meeting - 29 April 2021 ...(Cont'd)

5. Development Application

The committee was informed of any development applications which were relevant to heritage issues.

6. Heritage Planning Review

Advice was provided on the following:

- Stage 1 work which was submitted to the Tasmanian Planning Commission (TPC) in 2019 is expected to be advertised together with the rest of the new planning scheme in the near future.
- Stage 2 and 3 Places - draft datasheets from the consultancies are ready for review in line with feedback from the TPC on the Stage 1 documents.
- Stage 4 Places - consultancy work is nearing completion.
- Work on completion of the next six heritage precincts following the Pilot has commenced. Options for management of the three precincts originally proposed to cover the inner city area are also being considered.

6. QVMAG Milestone

It was reported that the Queen Victoria Museum and Art Gallery was celebrating its 130th anniversary on the day of the meeting.

7. Salvaged Building Materials Library

The possible means of saving and re-using old building materials and decorative features was raised for further investigation.

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 Heritage Advisory Committee Meeting - 29 April 2021 ...(Cont'd)

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Strategic Priority 1: We connect with our community and our region through meaningful engagement, cooperation and representation.

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

Focus Area:

1. To develop and consistently utilise contemporary and effective community engagement processes.


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.



Leanne Hurst - General Manager Community and Place 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 10 and 17 June 2021

Special Olympics Junior Nationals Update

Councillors were provided with an overview of the changes to the Special Olympics scheduling and plans for the October 2022 event.

Albert Hall Renewal Project Design Update

Councillors viewed the schematic design of the eastern wing of the Albert Hall Renewal Project.

Launceston Eastern Bypass Feasibility Study

Councillors received a briefing regarding the scope of works and progress of the Launceston Eastern Bypass Feasibility Study.

Northern Tasmania Development Corporation Update

Councillors received an update on Northern Tasmania Development Corporation's activities.

Public Art

Councillors received information on the rationale for the final draft Interim Art in Public Space Policy and Interim Art in Public Space Procedure.

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

Launceston General Hospital Precinct Masterplan

Councillors discussed the Draft Launceston General Precinct Masterplan.

Myrtle Park Operating Model

Councillors were provided with the proposed operating model for Myrtle Park 2021/2022.

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:

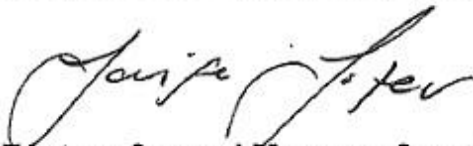
Not considered relevant to this report.

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 Concessional Entry to Waste Disposal Facilities

FILE NO: SF0628

AUTHOR: Jess Nesbit (Waste and Environment Officer)

GENERAL MANAGER: Shane Eberhardt (Infrastructure and Assets Network)

DECISION STATEMENT:

To determine the value of concessions to approved charitable organisations for waste disposal to the Launceston Waste Centre for the 2021/2022 financial year.

PREVIOUS COUNCIL CONSIDERATION:

Council - 25 June 2020 - Agenda 18.2 - Concessional Entry to Council's Waste Disposal Facilities 2020/2021

RECOMMENDATION:

That Council, in respect of section 4 of the '*Concessional Entry to Council's Waste Disposal Facilities*' Policy (12-Plx-014), approves the organisations and concessional entry values for the financial year 2021/2022, as shown below:

Organisation Name	2021/2022 Recommendation \$
Connections Op Shop Inc	278.78
Door of Hope Christian Church	250.00
Launceston Benevolent Society Inc	372.67
Launceston City Mission	12,789.11
Lions Club of Kings Meadows	85.30
Northern Occupational Support Service - Bluegum	926.62
PCYC	110.54
Salvos Store	557.36
Self Help Workplace	5,000.00
St Michaels Association	545.37
St Vincent de Paul Society	1,500.00
Veterans Support Group	392.53
Shekinah House	61.18

18.1 Concessional Entry to Waste Disposal Facilities ...(Cont'd)

Organisation Name	2021/2022 Recommendation \$
Veterans and Community Wood Centre Inc	61.01
Dogs Home of Tasmania	26.15
Starting Point Neighbourhood House	142.02
Worldview Centre for Intercultural Studies	150.00
Just Cats Tasmania	64.30
Community Housing	8,000.00
Community Care Tasmania	444.45
Rotary Punchbowl Community Garden	165.00
Karinya Young Women's Service	215.00
Launceston VFC (Volunteers for Community) Services Inc.	150.00
TOTAL	\$32,373.68

REPORT:

2021 represents the 12th year that the Council has advertised and received applications for *Concessional Entry to Waste Disposal Facilities*. Targeted advertising was undertaken for this year's program to attract new applicants and to encourage organisations to re-engage with the program especially in light of the recently proposed State landfill levy. This year's campaign included newspaper and radio advertising, along with social media posts and google ads.

Previous applicants received an email link to an electronic application form and information advising of their previous five year's tonnages sent to landfill with associated expenditure to assist in determining the financial value the organisation requested in 2021/2022. This information has also helped organisations to develop their waste management plans. The application period was open for four weeks, opening 24 April and closing 25 May 2021.

The budget amount for 2021/2022 is \$40,000. This has increased from \$30,215 in 2020/2021 based on amount of new applicants applying each year.

Policy Details

The policy requires organisations to prove *charitable status* to be considered for a subsidy to offset their waste disposal charges at the Launceston Waste Centre by up to 80%. The *charitable status* can be satisfied in one of two ways - either by providing an ATO Exemption Certificate or by proving community and charitable benefit.

18.1 Concessional Entry to Waste Disposal Facilities ...(Cont'd)

Table 2 (Attachment 1) shows the applications received together with their nominated subsidy. Each of the charities listed meets the *charitable* test required by the Council.

The assessment, completed by the Council's Team Leader Sustainability and Waste Management Officer, was endorsed by the Community Grants Committee on 31 May 2021.

Application Assessment

The first step in the assessment process was confirming each organisation's *charitable* status against the two *tests*. The policy automatically accepts organisations where an *ATO Exemption Certificate* is provided. This certificate also has to comply with the *public benevolent institution* classification. Organisations claiming the alternative test are required to provide proof of community good and community benefit. All organisations must be non-government. Additionally, the Australian Charities and Not-for-profits Commission (www.acnc.gov.au) was used to verify the status of several organisations.

The Committee then considered the reasonableness of the claims for the financial year 2021/2022 based on the previous history of the organisation and the percentage of the approved claim used in 2020/2021. All applicants must have submitted a detailed waste reduction plan to be considered for a subsidy. In this section a written statement addressing what measures are already being used to prevent waste going into landfill and what plans there are to improve in the next 12 months was required. This criterion was assessed by two staff from waste management and given a rating out of four. This rating helped determine the recommendation and identified which charities the Council was able to assist with helping to reduce waste to landfill further.

As per the Council's Policy, *Concessional Entry to the Council's Waste Disposal Facilities Policy* (12-PI-014), subsidies shall not exceed 80% of the organisation's 2021/2021 spend, with the amount recommended in this report consistent with 80%, with the exception of the following:

- Door of Hope Christian Church - due to COVID-19 impacts and looking at previous expenditure the committee choose to recommend \$250.00 rather than the \$93.02 proposed under the policy.
- Self Help - reduction from the policy amount of \$6,238.42 to \$5,000 due to the organisation stating that timber will be recycled in 2021/2022, which should mean a reduction in fees not an increase.

The Committee is recommending that all organisations meet with the Council's waste management officers to broaden their waste reduction plans in preparation for next financial year especially in regards to looking at alternatives to packaging and utilising Council's FOGO service. There are still ongoing issues with organisations copying and pasting the same generic waste reduction plans year after year, which shows that some of these organisations are still seeing this program as an entitlement rather than a waste reduction program. Next year greater focus will be given to driving further waste reduction.

18.1 Concessional Entry to Waste Disposal Facilities ...(Cont'd)

ECONOMIC IMPACT:

There is an economic benefit to the charitable organisations, as money is saved on waste fees and the organisations have more funds to support their community programs.

ENVIRONMENTAL IMPACT:

By encouraging people to reduce their waste, the Council is extending landfill life, reducing harmful methane gas entering the atmosphere and reducing the creation of landfill leachate which is harmful to the environment, resulting in reduced operational costs. The Council is also saving valuable resources such as precious metals being lost to landfill.

SOCIAL IMPACT:

The policy treats concessions to charitable organisations as a community service obligation. The fabric of the community is enhanced by the charitable and benevolent work of these organisations.

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.

Strategic Priority 6: We protect our environment by caring for our unique natural assets and amenity and sensitively managing future development opportunities.

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

Focus Areas:

1. To reduce our and the community's impact on the natural environment.

BUDGET & FINANCIAL ASPECTS:

The draft budget for 2021/2022 provides an allowance of \$40,000.

18.1 Concessional Entry to Waste Disposal Facilities ...(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

ATTACHMENTS:

1. Table 2 - Applicant's Historical Usage of the Concessional Study
-

Attachment 1 - Table 2 - Applicant's Historical Usage of the Concessional Study

Proposed Concessional Entry To LWC 2021/2022																	
Organisation Name	Value Approved 18/19	Value Spent 18/19 (as of 03 June 19)	Tonnes sent to Landfill 18/19 (as of 03 June 19)	% Spent	Value Approved 19/20	Value Spent 19/20 (as of 02 June 20)	Tonnes sent to Landfill 19/20 (as of 02 June 20)	% Spent	Value Approved 2021	Value Spent of approved Budget 2021	Total Value Spent 2021 (as of 31 May 2021)	Tonnes sent to Landfill 2021 (as of 31 May 2021)	% Spent	Value Sought 21/22	Value Proposed (80% of 2021 spend)	Value Recommended 21/22	Waste Management Plan
Cometronics Pty Shop Inc	\$280.00	\$391.89	3.62	136.39%	\$310.00	\$393.88	3.44	125.99%	\$314.94	\$349.72	\$349.72	3	111.04%	\$350.00	\$279.78	\$279.78	✓✓
Door of Hope Christian Church	\$1,000.00	\$1,222.76	13.44	122.28%	\$980.00	\$773.27	7.92	78.91%	\$616.62	\$116.27	\$116.27	1.18	18.82%	\$500.00	\$53.02	\$250.00	✓✓
Launceston Heroncrest Society Inc	\$450.00	\$630.94	6.88	140.21%	\$505.00	\$408.07	4.26	85.81%	\$326.46	\$326.46	\$465.84	4.32	147.89%	\$500.00	\$372.87	\$372.87	✓✓
Launceston City Mission	\$14,300.00	\$15,464.80	186.67	108.29%	\$13,274.17	\$19,985.20	218.81	146.05%	\$15,508.16	\$15,508.16	\$15,986.39	181.18	103.06%	\$20,000.00	\$12,788.11	\$12,788.11	✓✓
Lions Club of Kings Meadows	\$125.00	\$210.12	2.16	188.10%	\$170.00	\$91.62	0.86	48.01%	\$65.30	\$65.30	\$106.63	1.06	163.29%	\$300.00	\$85.30	\$85.30	✓
Northon Occupational Support Service - Blagden	\$530.00	\$877.64	7.54	110.36%	\$740.00	\$920.26	7.84	124.38%	\$728.94	\$728.94	\$1,158.28	8.1	135.30%	\$1,200.00	\$926.62	\$926.62	✓✓
PCVC	\$50.00	\$79.20	0.74	158.40%	\$70.00	\$151.19	0.38	215.89%	\$129.95	\$129.95	\$138.17	1.32	111.21%	\$102.40	\$110.54	\$110.54	✓✓
Salvos Store	\$600.00	\$847.00	6.74	141.17%	\$630.00	\$663.61	7.02	88.77%	\$482.89	\$482.89	\$696.70	5.76	141.28%	\$1,000.00	\$557.36	\$557.36	✓
SeaLife Wildlife	\$2,300.00	\$2,870.43	30.2	113.50%	\$2,100.00	\$3,371.86	30.94	157.98%	\$2,654.29	\$2,654.29	\$7,798.02	77.48	293.89%	\$9,500.00	\$6,238.42	\$5,000.00	✓✓
St Michaels Association	\$650.00	\$226.45	5.84	80.98%	\$430.00	\$597.87	6.02	136.71%	\$445.94	\$445.94	\$881.71	6.5	162.87%	\$800.00	\$545.37	\$545.37	✓✓
St Vincent de Paul Society	\$4,000.00	\$7,791.10	89.74	177.07%	\$6,300.00	\$8,117.05	77.85	97.10%	\$4,993.64	\$4,139.82	\$4,139.82	43.08	84.59%	\$1,500.00	\$3,317.70	\$1,500.00	✓✓
Veterans Support Group	\$480.00	\$553.12	5.92	115.23%	\$450.00	\$550.85	5.62	122.41%	\$432.88	\$432.88	\$490.66	4.64	113.40%	\$500.00	\$392.53	\$392.53	✓
Shelagh House Inc	\$240.00	\$105.43	0.86	43.83%	\$90.00	\$114.05	0.58	128.72%	\$91.24	\$55.49	\$76.47	0.46	83.81%	\$150.00	\$61.18	\$61.18	✓✓
Veterans & Community Alcohol Centre Inc	\$200.00	\$20.00	0.08	10.00%	\$20.00	\$31.43	0.24	157.15%	\$25.14	\$25.14	\$76.26	0.69	303.94%	\$100.00	\$61.01	\$61.01	✓
Doge Home of Tasmania	N/A	N/A	N/A	N/A	\$300.00	\$114.76	0.9	38.25%	\$29.69	\$29.69	\$32.69	0.34	13.06%	\$300.00	\$26.15	\$26.15	✓
Spring Paving Neighbourhood House	N/A	N/A	N/A	N/A	\$150.00	\$187.60	1.68	125.07%	\$150.08	\$154.75	\$177.52	1.12	116.28%	\$150.00	\$142.02	\$142.02	✓
Whiteview	N/A	N/A	N/A	N/A	\$200.00	\$77.71	0.69	38.86%	\$0.00	\$0.00	\$0.00	0	0.00%	\$750.00	\$150.00	\$150.00	✓
Just Care Tasmania	N/A	N/A	N/A	N/A	\$800.00	\$0.00	0	0.00%	\$63.08	\$63.08	\$80.38	0.38	32.15%	\$280.00	\$64.30	\$64.30	✓
Community Housing Limited	N/A	N/A	N/A	N/A	N/A	\$5,500.00	N/A	N/A	\$5,500.00	\$5,500.00	\$15,192.03	123.31	239.63%	\$8,000.00	\$10,553.62	\$8,000.00	✓✓
Community Care Tasmania	N/A	N/A	N/A	N/A	N/A	\$1,250.00	N/A	N/A	\$490.41	\$490.41	\$555.56	4.68	44.44%	\$2,200.00	\$444.45	\$444.45	✓✓
Indo-Indo-Indo Community Garden	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$165.00	\$165.00	\$165.00	✓
Karina Young Womens Service	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$215.00	\$215.00	\$215.00	✓✓
Launceston VFC Services Inc	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$150.00	\$150.00	\$150.00	✓
TOTAL	\$26,940.00	\$32,215.55	369.77		\$28,248.17	\$33,984.16	375.99		\$34,171.74	\$31,638.45	\$46,329.37	468.67		\$47,762.40	\$37,743.50	\$32,973.68	
BUDGET	\$39,183.00	\$38,183.00			\$41,638.00	\$41,638.00			\$30,215.00	\$30,215.00	\$30,215.00			\$40,000.00	\$40,000.00	\$40,000.00	
SURPLUS	\$11,243.00	\$5,972.55			\$13,389.83	\$7,743.84			-\$3,956.74	-\$1,423.45	-\$16,114.37			-\$7,762.40	\$2,256.50	\$7,626.32	

19 ORGANISATIONAL SERVICES NETWORK ITEMS

19.1 Rates and Charges Policy (23-Plx-010)

FILE NO: SF6641/SF0521

AUTHOR: Paul Gimpl (Chief Financial Officer)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the revised Rates and Charges Policy (23-Plx-010) aimed at improving consistency with the Interim Rates and Charges Hardship Policy.

PREVIOUS COUNCIL CONSIDERATION:

Council - 11 June 2020 - Agenda Item 19.3 - Rates and Charges Policy (23-Plx-010)

RECOMMENDATION:

That Council, pursuant to section 86B of the *Local Government Act 1993* (Tas), adopts the revised Rate and Charges Policy (23-Plx-010) as set out below:

Rates and Charges Policy

PURPOSE:

This Policy provides the rating framework that Council has adopted for rates and charges.

The Policy is prepared in accordance with section 86B of the *Local Government Act 1993* (Tas) (LGA 1993) and provides an overview of the rating framework that the Council has adopted.

The Policy reflects the fundamental premise as set out in section 86A of the LGA 1993 that:

- (a) rates are a tax and not a fee for service; and
- (b) the value of land is an indicator of the capacity to pay.

The Council, through the application of this Policy, primarily levies rates based on property values with a contribution through fixed and service charges. The Policy also outlines the Council's approach to the provision of remissions and the management of the rate debt.

19.1 Rates and Charges Policy (23-Plx-010) ...(Cont'd)

SCOPE:

The Policy sets out the the Council's rates and charges (taxation) objectives in regard to:

- (a) statutory compliance; and
- (b) discretionary matters.

This document is a statement of policy and intent, it does not supersede or overrule the specific rating resolutions and policies that are determined by resolution of Council.

POLICY:**Rating Objectives**

To maintain an appropriate distribution of rates and charges consistent with the principles stated in this Policy with the objectives of:

- (a) consistent and equitable treatment of all residents and ratepayers;
- (b) achieving an appropriate mix and distribution of taxation from
 - i. rates based on property values, fixed and service charges and revenue from other sources; and
 - ii. different sectors (including land use categories and localities) within the municipality.
- (c) managing the impact on ratepayers of changes in
 - i. the Council's funding requirements; and
 - ii. property valuations as reflected in municipal revaluations.
- (d) using rate settings to support the achievement of strategic objectives.

Rating Strategies and Methodologies

The strategies and methodologies that have been developed consistent with the principles and rating objectives are as follows.

The valuation methodology is based on assessed annual value.

The inclusion of a general fixed charge (that is not based on a property's value) as a component of the general rate.

The use of service charges for waste management (collection and processing) based on the capacity of the service provided.

Transitional arrangements through the capping of rate increases for residential ratepayers when municipal revaluations occur. Transitional arrangements are also considered in other circumstances where there is the potential for a significant change in rates from a change in the Council's rating structure.

Debt management policies and disincentives intended to encourage the timely payment of rates.

19.1 Rates and Charges Policy (23-Plx-010) ...(Cont'd)

The minimisation of rate remissions to support equitable outcomes for all ratepayers and for the remissions to be strategically targeted to address unintended consequences of legislation and policy.

Exemptions based solely on the legislative provisions of section 87 of the LGA 1993.

Valuation Methodologies

The Council has determined to use assessed annual value (AAV) as the basis of rates (section 89A(2) of the LGA 1993) within the municipality. Valuations are arranged by the Office of the Valuer General. Municipal valuations occur on a six yearly cycle, with indexation adjustments made between the full revaluation every two years.

Supplementary valuations occur when additions or significant alterations are made to a property. The values are determined as though the alterations existed at the date of the last municipal revaluation, with effect from the date the works are completed.

Rating Structures and Differential Rates

The Council uses the power provided by section 107 of the LGA 1993 to vary the rate based on property use and also by location for properties within a defined area of the city centre. The property usage categories are residential, commercial, industrial, primary production, public (community) service, quarrying or mining, sport or recreation and vacant land (non-use).

The location variation or differential is applied to raise an additional rate for promotional activities within the City centre.

Contribution Methodology

AAV is a differential valuation system where the AAV varies with the use and capital value of the property. Through this differential valuation system together with differential rates based on property usage the contribution from sectors of the municipality varies with changes in property values. The use of assessed annual value is consistent with the rating principles contained in section 86A of the LGA 1993.

Fixed Charge

The Council has resolved to impose a fixed charge (section 91 of the LGA 1993) on each rateable property or tenancy, consistent with the legislation a minimum rate is not also levied. The application of a fixed charge recognises that all rateable properties should make a fixed contribution to the cost of the Council's operations and services. The application of a fixed charge reduces the rates that are raised based on property values. The Council recognises the regressive taxation effect of fixed charges and so limits the amount of the fixed charge. The total revenue raised from the fixed charge must not exceed an amount equal to 50% of the Council's general rates in each rating year.

19.1 Rates and Charges Policy (23-Plx-010) ...(Cont'd)

Service Charges

The Council imposes a service charge (section 93(1)(d) of the LGA 1993) for waste management services. Waste management (the collection of waste and recycling materials) is a defined service for which a pay for use charge is appropriate.

Private operators provide specific services to a limited number of organisations where for operational reasons it is not practical or efficient to provide the Council managed service. These organisations may opt out of the Council arranged service.

The Council varies or applies different charges based on the capacity of the bins that are now available, this pricing strategy is intended to provide incentives to reduce waste, encourage recycling and reflect the cost of waste disposal.

Rating Independent Living Units (Retirement Villages)*General Rate*

Residential Independent Living Units within retirement villages which are owned by a charitable organisation and operated exclusively for charitable purposes are exempt from the general rate (section 87(1)(d) of the LGA 1993).

Fire Rate

Residential Independent Living Units within retirement villages which are owned by a charitable organisation and operated exclusively for charitable purposes are exempt from being charged the fire rate.

The appropriateness of discretionary remissions is subject to ongoing monitoring by the Council.

Residential properties or units owned commercially or by private individuals are not exempt from being charged the general rate or fire rate.

Residential Rate Cap (Transitional Arrangements)

The Council supports the fundamental principle, subject to any differential rating structures and remissions, that properties with the same value (in the same usage category) should pay the same rate.

The Council recognises that the municipal revaluation may produce circumstances where the rates on individual properties increase or decrease significantly. In order to assist residential ratepayers to transition to the new rating levels, the Council has determined to cap the amount that the general rate (the value based component) can increase at 20 percent per annum following a municipal revaluation.

19.1 Rates and Charges Policy (23-Plx-010) ...(Cont'd)

Debt Management

The Council recognises that some members of the community may not pay the applicable rates and charges either because:

- (a) they choose not to, or
- (b) they are unable to due to financial difficulties.

The Council provides financial disincentives through interest and penalty charges and undertakes commercial debt collection practices to ensure that the payment of rates and charges is given appropriate priority.

The Council seeks to assist those members of the community in genuine financial difficulty through payment arrangements. It also understands that the failure to take appropriate and timely action can have a greater adverse consequence for the ratepayer than the debt collection action.

Unpaid Council rates and charges are a debt that is secured (similarly to a mortgage) against the property (section 119 of the LGA 1993). Thus, any debt must be repaid when the property is sold. The Council has the power to sell a property when debts are outstanding for more than three years (section 137 of the LGA 1993).

Postponement of Payments

Section 125 of the LGA 1993 provides the power for the Council to defer or postpone the payment of rates on the grounds of hardship. The Council has determined that it will not offer this long term debt management facility as there are other commercial facilities that should be used in these circumstances. The Council provides short term payment arrangements.

Rate Remissions

Under section 129 of the LGA 1993 the Council, by absolute majority, may grant a remission of all or part of any rates, penalty or interest paid or payable by the ratepayer and/or class of ratepayers. The Interim Rates and Charges Hardship Policy (23-Plx-011) sets out the process for applications in respect of remissions or postponement of rates, penalties or interest on the basis of financial hardship.

The Council is also required to exempt under section 87 of the LGA 1993 some properties from rates.

Without limiting the application of section 129 of the LGA the Council has resolved to provide rating remissions via the following policy documents:

- crown leases/licences for jetties and slipways (Policy 23-PI-008)
 - charitable organisations (Policy 23-Pxl-002)
 - small balances (Policy 23-PI-006)
 - Interim Rates and Charges Hardship (Policy 23-Plx-011)
-

19.1 Rates and Charges Policy (23-Plx-010) ...(Cont'd)

Other Rates**CBD Promotional Rate**

The Council, based on the request of the effected businesses, applies a differential rate to properties used for commercial purposes to fund promotional activities within the central business area (details of the area are specified in the annual rates resolution).

The delivery of the promotional outcomes is provided by Cityprom Ltd under a service agreement with the Council.

State Government Departments and Business Enterprises

State Government properties, with some exceptions related to parks and infrastructure, are subject to rates and charges on the same basis as other properties (section 87(1)(b) of the LGA 1993).

Construction Rates

Construction rates can be levied (sections 97 and 98 of the LGA 1993) related to drainage infrastructure works. The Council uses developer contribution arrangements in preference to construction rates due to limitations contained in section 98 regarding the amount that can be charged.

Separate Rates

Separate rates can be levied (section 100 of the LGA 1993) where the Council believes the services provided are of particular benefit to the *affected land; or the owners or occupiers of that land*.

There are currently no separate rates.

Fire Service Rates

The Council, as required by legislation, raises rates on behalf of the State Fire Commission (section 93A of the LGA 1993). The amount of the rate revenue is determined by the State Fire Commission. The Council receives an administrative fee for the provision of the service.

Payments

The Council has spread the payment dates across the year with the instalments due:

Instalment 1 - 31 August

Instalment 2 - 30 November

Instalment 3 - 31 January

Instalment 4 - 30 April

Penalty charges apply when instalments are not paid by the due date, interest applies on unpaid balances.

19.1 Rates and Charges Policy (23-Plx-010) ...(Cont'd)

Rates can be paid in full, by four instalments or by more frequent payments so long as the instalments are paid by the due date, penalty and interest will not be incurred.

Payment Methods

The Council provides a range of payment facilities that include the use of modern technologies and in person.

Discounts

The Council does not provide payment discounts (section 130 of the LGA 1993) due to the additional cost imposed on those who are unable to take advantage of such a facility (the estimated cost of discount significantly exceeds the additional interest earnings that would result from the take up of the discount.)

Application of Payments

Payments are applied to outstanding debts in accordance with the sequence prescribed in the legislation (section 131 of the LGA 1993).

Objection

Objections to rates notices can only be made based on the grounds specified in section 123 of the LGA 1993. The grounds broadly relate to factual or calculation errors.

Objections to valuation can be made under section 28 of the *Valuation of Land Act 2001* (VLA 2001) only on the grounds specified and within 60 days of the date of notice issue. Application can be made for the correction of errors of fact at any time.

Disclaimer

This Policy is a general statement of Council intent it is not a statement of legislative compliance. The Policy provisions do not provide a legal basis for a challenge or objection to any rating matters. The Policy is updated from time to time, consistent with the legislation (section 86B(4) of the LGA 1993).

PRINCIPLES:

The Council's rating policies are formed within a framework that includes:

- (a) the *Local Government Act 1993* (Tas);
 - (b) established taxation principles;
 - (c) Organisational Values;
 - (d) the Council's Long Term Financial Plan; and
 - (e) the Council's Rating Resolution.
-

19.1 Rates and Charges Policy (23-Plx-010) ...(Cont'd)

RELATED POLICIES & PROCEDURES:

23-PI-003 Private Use of Council Land Policy
23-PI-006 Property Debt (Small Charge) Remission Policy
23-PI-008 Rating Exemptions and Remissions for Crown Lease Jetties and Slipways
23-Plx-002 Rating Exemptions and Remissions for Charitable Organisations Policy
23-Plx-011 Interim Rates and Charges Hardship Policy

RELATED LEGISLATION:

Local Government Act 1993 (Tas) (Part 9 - Rates and Charges)
Valuation of Land Act 2001

REFERENCES:

Access Economics/Henry Review (www.taxreview.treasury.gov.au)
Taxation Policy Criteria (Oakes Committee April 1990)

- Equity or Fairness
- Simplicity and Efficiency
- Accountability or Visibility
- Acceptability
- Benefits Derived
- Capacity to Pay

Local Government Rates and Charges - Guidance paper for policy development April 2012.

DEFINITIONS:

Economic Efficiency

- Does the rating methodology distort property ownership and development decisions in a way that results in significant efficiency costs?

Simplicity

- Is the system practical and cost-effective to administer?
- Is the system simple to understand and comply with?

Equity

- Does the tax burden fall appropriately across different classes of ratepayers?

Capacity to Pay (is the tax progressive or regressive?)

- Those with a greater capacity to pay contribute more.

Benefit Principle

- Should those who benefit more, contribute more?

Sustainability

- Does the system generate sustainable and reliable revenues?
- Is it durable and flexible in changing conditions?

Cross-border Competitiveness

- Does the rating system undermine the Council as a business location?
-

19.1 Rates and Charges Policy (23-Plx-010) ...(Cont'd)

REVIEW:

This Policy will be reviewed as required by legislation. Section 86B(4) of the LGA 1993 requires that:

*A Council must review its rates and charges policy -
(a) by the end of each successive four-year period after 31 August 2012...*

There are other provisions in the legislation that trigger a policy review.

REPORT:

The Council's Rating Framework and the Rates and Charges Policy are reviewed annually. The changes for 2021/2022 are minor with the proposed changes aiming to improve consistency with the Interim Rates and Charges Hardship Policy.

This policy has been reviewed by a legal practitioner to ensure it complies with the *Local Government Act 1993 (Tas)* and the *Fire Services Act 1979*.

ECONOMIC IMPACT:

The application of sound taxation principles in the formulation of the policy should produce a neutral overall economic impact. The broad alignment of the rating distribution and the valuation of properties underpins this framework.

The investment by the Council of funds raised (not just from rates) in the community, provides an economic stimulus.

ENVIRONMENTAL IMPACT:

The application of the rate revenue rather than the raising of revenue delivers environmental improvements.

SOCIAL IMPACT:

The application of the taxation principles is key to an equitable outcome for the community.

19.1 Rates and Charges Policy (23-Plx-010) ...(Cont'd)

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

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

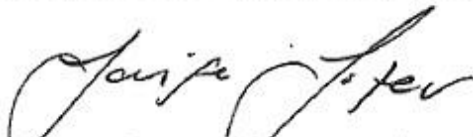
BUDGET & FINANCIAL ASPECTS:

This policy underpins the Council's overall budget.

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

ATTACHMENTS:

1. Marked Up Version of Rates and Charges Policy
-

Attachment 1 - Marked Up Version of Rates and Charges Policy

23-Plx-010 | DRAFT Version 7/06/2021
Approved by: Council
Page 1 of 7

Rates and Charges policy

PURPOSE:

This Policy provides the rating framework that the Council has adopted for rates and charges.

The Policy is prepared in accordance with section 86B of the *Local Government Act 1993* (Tas) (LGA 1993) and provides an overview of the rating framework that Council has adopted.

The Policy reflects the fundamental premise as set out in section 86A of the LGA 1993 that:

- (a) rates are a tax and not a fee for service; and
- (b) the value of land is an indicator of the capacity to pay.

The Council through the application of this Policy primarily levies rates based on property values with a contribution through fixed and service charges. The Policy also outlines the Council's approach to the provision of remissions and the management of the rate debt.

SCOPE:

The Policy sets out the Council's rates and charges (taxation) objectives in regard to:

- (a) Statutory compliance; and
- (b) Discretionary matters.

This document is a statement of policy and intent, it does not supersede or overrule the specific rating resolutions and policies that are determined by resolution of the Council.

POLICY:

Rating Objectives

To maintain an appropriate distribution of rates and charges consistent with the principles stated in this Policy with the objectives of:

- (a) Consistent and equitable treatment of all residents and ratepayers;
- (b) Achieving an appropriate mix and distribution of taxation from
 - i. rates based on property values, fixed and service charges and revenue from other sources; and
 - ii. different sectors (including land use categories and localities) within the municipality.
- (c) Managing the impact on ratepayers of changes in
 - i. the Council's funding requirements; and
 - ii. property valuations as reflected in municipal revaluations.
- (d) Using rate settings to support the achievement of strategic objectives.

Rating Strategies and Methodologies

The strategies and methodologies that have been developed consistent with the principles and rating objectives are as follows.

The valuation methodology is based on assessed annual value.

The inclusion of a general fixed charge (that is not based on a property's value) as a component of the general rate.

The use of service charges for waste management (collection and processing) based on the capacity of the service provided.

Transitional arrangements through the capping of rate increases for residential ratepayers when municipal revaluations occur. Transitional arrangements are also considered in other circumstances where there is the potential for a significant change in rates from a change in the Council's rating structure.

Debt management policies and disincentives intended to encourage the timely payment of rates.

The minimisation of rate remissions to support equitable outcomes for all ratepayers and for the remissions to be strategically targeted to address unintended consequences of legislation and policy.

Exemptions based solely on the legislative provisions of section 87 of the LGA 1993.

Valuation Methodologies

The Council has determined to use assessed annual value as the basis of rates (section 89A(2) of the LGA 1993) within the municipality. Valuations are arranged by the Office of the Valuer General. Municipal valuations occur on a six yearly cycle, with indexation adjustments made between the full revaluation every two years.

Supplementary valuations occur when additions or significant alterations are made to a property. The values are determined as though the alterations existed at the date of the last municipal revaluation, with effect from the date the works are completed.

Rating Structures and Differential Rates

The Council uses the power provided by section 107 of the LGA 1993 to vary the rate based on property use and also by location for properties within a defined area of the city centre. The property usage categories are residential, commercial, industrial, primary production, public (community) service, quarrying or mining, sport or recreation and vacant land (non-use).

The location variation or differential is applied to raise an additional rate for promotional activities within the city centre.

Contribution Methodology

Assessed annual value (AAV) is a differential valuation system where the AAV varies with the use and capital value of the property. Through this differential valuation system together with differential rates based on property usage the contribution from sectors of the municipality varies with changes in property values. The use of assessed annual value is consistent with the rating principles contained in section 86A of the LGA 1993.

Fixed Charge

The Council has resolved to impose a fixed charge (section 91 of the LGA 1993) on each rateable property or tenancy, consistent with the legislation a minimum rate is not also levied. The application of a fixed charge recognises that all rateable properties should make a fixed contribution to the cost of the Council's operations and services. The application of a fixed charge reduces the rates that are raised based on property values. The Council recognises the regressive taxation effect of fixed charges and so limits the amount of the fixed charge. The total revenue raised from the fixed charge must not exceed an amount equal to 50% of the Council's general rates in each rating year.

Service Charges

The Council imposes a service charge (section 93(1)(d) of the LGA 1993) for waste management services. Waste management (the collection of waste and recycling materials) is a defined service for which a pay for use charge is appropriate.

Private operators provide specific services to a limited number of organisations where for operational reasons it is not practical or efficient to provide the Council managed service. These organisations are able to opt out of the Council arranged service.

The Council varies or applies different charges based on the capacity of the bins that are now available, this pricing strategy is intended to provide incentives to reduce waste, encourage recycling and reflect the cost of waste disposal.

Rating Independent Living Units (Retirement Villages)

General Rate

Residential Independent Living Units within retirement villages which are owned by a charitable organisation and operated exclusively for charitable purposes are exempt from the general rate (section 87(1)(d) of the LGA 1993).

Fire Rate

Residential Independent Living Units within retirement villages which are owned by a charitable organisation and operated exclusively for charitable purposes are exempt from being charged the fire rate.

The appropriateness of discretionary remissions is subject to ongoing monitoring by Council.

Residential properties or units owned commercially or by private individuals are not exempt from being charged the general rate or fire rate.

Residential Rate Cap (Transitional Arrangements)

The Council supports the fundamental principle, subject to any differential rating structures and remissions, that properties with the same value (in the same usage category) should pay the same rate.

23-Plx-010 | Version DRAFT 7/06/2021

Approved by: Council

Page 4 of 7

The Council recognises that the municipal revaluation may produce circumstances where the rates on individual properties increase or decrease significantly. In order to assist residential ratepayers to transition to the new rating levels Council has determined to cap the amount that the general rate (the value based component) can increase at 20 percent per annum following a municipal revaluation.

Debt Management

The Council recognises that some members of the community may not pay the applicable rates and charges either because

- (a) they choose not to, or
- (b) they are unable to due to financial difficulties.

The Council provides financial disincentives through interest and penalty charges and undertakes commercial debt collection practices to ensure that the payment of rates and charges is given appropriate priority.

The Council seeks to assist those members of the community in genuine financial difficulty through payment arrangements. It also understands that the failure to take appropriate and timely action can have a greater adverse consequence for the ratepayer than the debt collection action.

Unpaid Council rates and charges are a debt that is secured (similarly to a mortgage) against the property (section 119 of the LGA 1993). Thus, any debt must be repaid when the property is sold. The Council has the power to sell a property when debts are outstanding for more than three years (section 137 of the LGA 1993).

Postponement of Payments

Section 125 of the LGA 1993 provides the power for the Council to defer or postpone the payment of rates on the grounds of hardship. The Council has determined that it will not offer this long term debt management facility as there are other commercial facilities that should be used in these circumstances. The Council provides short term payment arrangements.

Rate Remissions

~~Council has the capacity Under section 129 of the LGA 1993 to provide discretionary rating remissions in specific circumstances~~ the Council by absolute majority, may grant a remission of all or part of any rates, penalty or interest paid or payable by the ratepayer and/or class of ratepayers. The Interim Rates and Charges Hardship Policy (23-Plx-011) sets out the process for applications in respect of remissions or postponement of rates, penalties or interest on the basis of financial hardship.

The Council is also required to exempt under section 87 of the LGA 1993 some properties from rates.

Without limiting the application of section 129 of the LGA ~~The Council has resolved to provide rating remissions under section 129 of the LGA 1993 via~~ in the following policy documents:
~~situations-~~

- Crown leases/licences for jetties and slipways (Policy 23-P1-008)

23-Plx-010 | Version DRAFT 7/06/2021
Approved by: Council
Page 5 of 7

- Charitable organisations (Policy 23-Pxl-002)
- Small balances (Policy 23-P1-006)
- Interim Rates and Charges Hardship (Policy 23-Plx-011)

Other Rates

CBD Promotional Rate

Council, based on the request of the effected businesses, applies a differential rate to properties used for commercial purposes to fund promotional activities within the central business area (details of the area are specified in the annual rates resolution).

The delivery of the promotional outcomes is provided by Cityprom Ltd under a service agreement with the Council.

State Government Departments and Business Enterprises

State Government properties, with some exceptions related to parks and infrastructure, are subject to rates and charges on the same basis as other properties (section 87(1)(b) of the LGA 1993).

Construction Rates

Construction rates can be levied (sections 97 and 98 of the LGA 1993) related to drainage infrastructure works. The Council uses developer contribution arrangements in preference to construction rates due to limitations contained in section 98 regarding the amount that can be charged.

Separate Rates

Separate rates can be levied (section 100 of the LGA 1993) where the Council believes the services provided are of particular benefit to the "affected land; or the owners or occupiers of that land".

There are currently no separate rates.

Fire Service Rates

The Council as required by legislation raises rates on behalf of the State Fire Commission (section 93A of the LGA 1993). The amount of the rate revenue is determined by the State Fire Commission. The Council receives an administrative fee for the provision of the service.

Payments

The Council has spread the payment dates across the year with the instalments due.

- Instalment 1 - 31 August
- Instalment 2 - 30 November
- Instalment 3 - 31 January
- Instalment 4 - 30 April

Penalty charges apply when instalments are not paid by the due date, interest applies on unpaid balances.

23-Plx-010 | Version DRAFT 7/06/2021
Approved by: Council
Page 6 of 7

Rates can be paid in full, by four instalments or by more frequent payments so long as the instalments are paid by the due date, penalty and interest will not be incurred.

Payment Methods

The Council provides a range of payment facilities that include the use of modern technologies and in person.

Discounts

The Council does not provide payment discounts (section 130 of the LGA 1993) due to the additional cost imposed on those who are unable to take advantage of such a facility (the estimated cost of discount significantly exceeds the additional interest earnings that would result from the take up of the discount.)

Application of Payments

Payments are applied to outstanding debts in accordance with the sequence prescribed in the legislation (section 131 of the LGA 1993).

Objection

Objections to rates notices can only be made based on the grounds specified in section 123 of the LGA 1993. The grounds broadly relate to factual or calculation errors.

Objections to valuation can be made under section 28 of the *Valuation of Land Act 2001* (VLA 2001) only on the grounds specified and within 60 days of the date of notice issue. Application can be made for the correction of errors of fact at any time.

Disclaimer

This Policy is a general statement of Council intent it is not a statement of legislative compliance. The Policy provisions do not provide a legal basis for a challenge or objection to any rating matters. The Policy is updated from time to time, consistent with the legislation (section 86B(4) of the LGA 1993).

PRINCIPLES:

The Council's rating policies are formed within a framework that includes:

- (a) The *Local Government Act 1993* (Tas);
- (b) Established taxation principles;
- (c) Organisational Values;
- (d) The Council's Long Term Financial Plan; and
- (e) The Council's Rating Resolution.

RELATED POLICIES & PROCEDURES:

23-PI-003 Private Use of Council Land Policy
23-PI-006 Property Debt (Small Charge) Remission Policy
23-PI-008 Rating Exemptions and Remissions for Crown Lease Jetties and Slipways
23-Plx-002 Rating Exemptions and Remissions for Charitable Organisations Policy
23-Plx-011 Interim Rates and Charges Hardship Policy

RELATED LEGISLATION:

Local Government Act 1993 (Tas) (Part 9 - Rates and Charges)

23-Plx-010 | Version DRAFT 7/06/2021
Approved by: Council
Page 7 of 7

Valuation of Land Act 2001

REFERENCES:

Access Economics/Henry Review (www.taxreview.treasury.gov.au)

Taxation Policy Criteria (Oakes Committee April 1990)

- Equity or Fairness
- Simplicity and Efficiency
- Accountability or Visibility
- Acceptability
- Benefits Derived
- Capacity to Pay

Local Government Rates and Charges - Guidance paper for policy development April 2012

DEFINITIONS:

Economic Efficiency

- Does the rating methodology distort property ownership and development decisions in a way that results in significant efficiency costs?

Simplicity

- Is the system practical and cost-effective to administer?
- Is the system simple to understand and comply with?

Equity

- Does the tax burden fall appropriately across different classes of ratepayers?

Capacity to Pay (is the tax progressive or regressive?)

- Those with a greater capacity to pay contribute more.

Benefit Principle

- Should those who benefit more, contribute more?

Sustainability

- Does the system generate sustainable and reliable revenues?
- Is it durable and flexible in changing conditions?

Cross-border Competitiveness

- Does the rating system undermine the Council as a business location?

REVIEW:

This Policy will be reviewed as required by legislation. Section 86B(4) of the LGA 1993 requires that:

A Council must review its rates and charges policy -

- (a) by the end of each successive four-year period after 31 August 2012...

There are other provisions in the legislation that trigger a policy review.

The current review of the valuation base, if changes are made, will require a review of the Policy.

19.2 Budget 2021/2022 - City of Launceston Rating Framework

FILE NO: SF6641/SF0521

AUTHOR: Paul Gimpl (Chief Financial Officer)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider adoption of the Rating Framework for the financial year ending 30 June 2022.

Pursuant to Part 9 of the Local Government Act 1993 (Tas), this decision requires an absolute majority of Council.

PREVIOUS COUNCIL CONSIDERATION:

Considered annually.

RECOMMENDATION:

That Council, by absolute majority, pursuant to Part 9 of the *Local Government Act 1993* (Tas), adopts the following Rating Framework for the financial year ending 30 June 2022:

Rating Resolution

1. General Rate:

- 1.1 Pursuant to sections 90 and 91 of the *Local Government Act 1993* (Tas), Council makes the following general rate on all rateable land (excluding land which is exempt pursuant to the provisions of section 87) within the municipal area of Launceston for the period commencing 1 July 2021 and ending 30 June 2022, which consists of two components as follows:
 - (a) a rate of **7.0191** cents in the dollar of the assessed annual value of the land;
and
 - (b) a fixed charge of **\$301.50**.
 - 1.2 Pursuant to section 107(1) and (2) of the *Local Government Act 1993* (Tas), by reason of:
 - (a) the use or non-use of any land which is within the municipal area; and
 - (b) the locality of the land;
-

19.2 Budget 2021/2022 - City of Launceston Rating Framework ...(Cont'd)

Council declares, by absolute majority, that component 1.1(a) of the General Rate is varied for the financial year as follows:

- (i) for land used for commercial purposes, that is not located within the area known as the CBD Rate Variation Locality, the rate is varied by **increasing** it by **1.1132** cents in the dollar to **8.1323** cents in the dollar of the assessed annual value of the land;
- (ii) for land used for commercial purposes and which is located within the area known as the CBD Rate Variation Locality, the rate is varied by **increasing** it by **2.7150** cents in the dollar to **9.7341** cents in the dollar of the assessed annual value of the land;
- (iii) for land used for industrial purposes, the rate is varied by **increasing** it by **1.1186** cents in the dollar to **8.1377** cents in the dollar of the assessed annual value of the land;
- (iv) for land used for public purposes, the rate is varied by **increasing** it by **1.1132** cents in the dollar to **8.1323** cents in the dollar of the assessed annual value of the land;
- (v) for land used for primary production purposes, the rate is varied by **increasing** it by **0.7845** cents in the dollar to **7.8036** cents in the dollar of the assessed annual value of the land;
- (vi) for land used for sporting or recreation facilities, the rate is varied by **increasing** it by **1.1132** cents in the dollar to **8.1323** cents in the dollar of the assessed annual value of the land;
- (vii) for land used for quarrying or mining, the rate is varied by **decreasing** it by **0.6623** cents in the dollar to **6.3568** cents in the dollar of the assessed annual value of the land; and
- (viii) for land which is vacant land, the rate is varied by **increasing** it by **0.0934** cents in the dollar to **7.1125** cents in the dollar of the assessed annual value of the land.

Definition CBD Rate Variation Locality

1.3 That pursuant to section 107(1)(c) of the *Local Government Act 1993* (Tas), Council declares by absolute majority, that the location of any land which is within the following parts of the municipal area shall be defined as within the **CBD Rate Variation Locality** for the purposes of clause 1.2 above, namely:

- (a) that portion of the City of Launceston as is bounded by Wellington, Cameron, George and York Streets;
 - (b) those properties having a frontage on the Eastern side of George Street from numbers 37 to 115 (both inclusive);
 - (c) those properties having a frontage on the Southern side of York Street from numbers 45 to 123 (both inclusive);
 - (d) those properties having a frontage on the Northern side of Cameron Street from numbers 44 to 70 (both inclusive) and on the Southern side of that Street from numbers 41 to 93 (both inclusive);
-

19.2 Budget 2021/2022 - City of Launceston Rating Framework ...(Cont'd)

- (e) those properties having a frontage on the Eastern side of St John Street from numbers 119 to 153 (both inclusive) and on the Western side of that Street from numbers 116 to 128 (both inclusive);
- (f) those properties having a frontage on the Eastern side of Charles Street from numbers 179 to 205 (both inclusive) and on the Western side of that Street from numbers 126 to 156 (both inclusive); and
- (g) those properties having a frontage on the Northern side of Brisbane Street from numbers 36 to 60 (both inclusive) and those having a frontage on the Southern side of that Street from numbers 43 to 65 (both inclusive).

Maximum Percentage Increase

- 1.4 Pursuant to section 88A of the *Local Government Act 1993* (Tas), Council by absolute majority, sets a maximum percentage increase cap on component 1.1(a) of the general rate of 500% where that increase has occurred as a result of municipal revaluation undertaken in accordance with section 20 of the *Valuation of Land Act 2001*.
- 1.5 That pursuant to section 107 of the *Local Government Act 1993* (Tas), Council declares by absolute majority, that the maximum percentage cap referred to in 1.4 above is varied to 20% for all land which is used or predominantly used for residential purposes.

2. Service Charges – Waste Management Service:

Pursuant to section 94, of the *Local Government Act 1993* (Tas), Council makes the following service charges on all rateable land within the municipal area of Launceston (including land which is otherwise exempt from rates pursuant to section 87 but excluding land owned by the Crown to which the Council does not supply any of the following services) for the period commencing 1 July 2021 and ending on 30 June 2022, namely:

- 2.1 Service charges for waste management in respect of all land to which the Council supplies different waste management services comprising:
 - (i) the supply of mobile garbage bins;
 - (ii) the supply of a recycling service;

as follows:

- (a) (i) **\$126.10** for an existing 85 litre mobile garbage bin and one recycle bin;
 - (ii) **\$169.15** for a 140 litre mobile garbage bin and one recycle bin;
 - (iii) **\$289.85** for a 240 litre mobile garbage bin and one recycle bin; and
-

19.2 Budget 2021/2022 - City of Launceston Rating Framework ...(Cont'd)

2.2 Pursuant to section 94(3) of the *Local Government Act 1993* (Tas), Council by absolute majority, varies each of the charges at clause 2.1(a) above within different parts of the municipal area for land used or predominantly used for commercial or industrial purposes, public purposes, primary production, sporting or recreation facilities and/or quarrying or mining purposes as follows:

- (i) **\$126.10** for an existing 85 litre mobile garbage bin;
- (ii) **\$169.15** for a 140 litre mobile garbage bin;
- (iii) **\$289.85** for a 240 litre mobile garbage bin.

2.3 In respect of the service charges for waste management:

- (a) if any land to which the waste management service is supplied is the subject of separate rights of occupation which are separately valued by the Valuer-General pursuant to section 11(3)(c) of the *Valuation of Land Act 2001*, then the charge applies to each such separate occupation;
- (b) pursuant to section 94(3) of the *Local Government Act 1993* (Tas), Council by absolute majority, declares that the service charge varies within different parts of the municipal area by reference to the use or predominant use of land as follows:
 - (i) for all land used for residential purposes where there is more than one separate right of occupation which is separately valued in the valuation list prepared under the *Valuation of Land Act 2001*, and where the rate payer has elected by notice in writing delivered to the Chief Executive Officer on or before the 1 July 2021, not to have a waste management service, then the service charge is varied to **Nil**;
 - (ii) for all land which is used or predominantly used for commercial or industrial purposes, public purposes, primary production, sporting or recreation facilities, quarrying and mining purposes and where the rate payer in respect of that land elects by notice in writing delivered to the Chief Executive Officer on or before the 1st day of July 2021 not to have a waste management service, then the service charge is varied to **Nil**.

3. Service Rates - Fire Service:

3.1 Pursuant to section 93A of the *Local Government Act 1993* (Tas), Council makes the following service rates in respect of the fire service contributions it must collect under the *Fire Service Act 1979* for the rateable parcels of land within the municipal area of Launceston (excluding land which is exempt pursuant to the provisions of section 87 of the *Local Government Act 1993* (Tas)) for the period commencing 1 July 2021 and ending on 30 June 2022, as follows:

19.2 Budget 2021/2022 - City of Launceston Rating Framework ...(Cont'd)

District	Cents in the dollar of Assessed Annual Value
Launceston Permanent Brigade Rating District	1.3980
Lilydale Volunteer Brigade Rating District	0.4202
General Land	0.3620

3.2 Pursuant to section 93(3) of the *Local Government Act 1993* (Tas), Council sets a minimum amount payable in respect of this service rate of **\$42.00** for each rateable parcel of land within the municipal area of Launceston (excluding land which is exempt pursuant to the provisions of section 87 of the *Local Government Act 1993* (Tas)).

4. Separate Land:

4.1 Except where it is expressly provided to the contrary, for the purposes of these resolutions the rates and charges shall apply to each parcel of land which is shown as being separately valued in the valuation list prepared under the *Valuation of Land Act 2001*.

5. Adjusted Values:

5.1 For the purposes of each of these resolutions any reference to assessed annual value includes a reference to that value as adjusted pursuant to sections 89 and 89A of the *Local Government Act 1993* (Tas).

6. Instalment Payment:

6.1 Pursuant to section 124 of the *Local Government Act 1993* (Tas), Council:

- (a) decides that all rates are payable by all rate payers by four instalments which must be of approximately equal amounts.
- (b) determines that the dates by which instalments are to be paid shall be as follows:
 - (i) the first instalment on or before 31 August, 2021;
 - (ii) the second instalment on or before 30 November, 2021;
 - (iii) the third instalment on or before 31 January, 2022; and
 - (iv) the fourth instalment on or before 30 April, 2022 .
- (c) if a ratepayer fails to pay any instalment within 21 days from the date on which it is due, the ratepayer must pay the full amount owing.

19.2 Budget 2021/2022 - City of Launceston Rating Framework ...(Cont'd)

7. Penalty and Interest:

7.1 Pursuant to section 128 of the *Local Government Act 1993* (Tas), if any rate or instalment is not paid on or before the date it falls due then:

- (a) there is payable a penalty of **3.0%** of the unpaid rate or instalment; and
- (b) there is payable a daily interest charge of **0.02054795%** (**7.5%** per annum) in respect of the unpaid rate or instalment for the period during which it is unpaid.

8. Words and Expressions:

Words and expressions used both in these resolutions and in the *Local Government Act 1993* (Tas) or the *Fire Service Act 1979*, have in these resolutions the same respective meanings as they have in those Acts.

REPORT:

This resolution has the purpose of translating budgeted rate revenue into rates and charges.

In 2020/2021 Council approved a general rate freeze as part of a COVID-19 Pandemic - Community Care and Recovery Package. The 3.75% rate increase proposed for 2021/2022 is in line with the Council's Long Term Financial Plan which sees the Council return to a small surplus in 2025/2026. The Waste Management Service Charge and Fire Service Rate Charge continue to recover the cost of these two services to the Council.

This Agenda Item has been reviewed by a legal practitioner to ensure it complies with the *Local Government Act 1993* (Tas) and the *Fire Service Act 1979*.

ECONOMIC IMPACT:

The Council has a significant economic impact in the region through its revenue raising and spending.

ENVIRONMENTAL IMPACT:

The budget contains specific projects and ongoing programs to improve environmental outcomes.

19.2 Budget 2021/2022 - City of Launceston Rating Framework ...(Cont'd)

SOCIAL IMPACT:

The budget contains specific projects and ongoing programs to improve social outcomes. The structure distributes the rates accordingly to property values.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

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

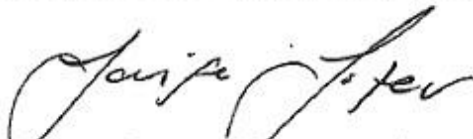
BUDGET & FINANCIAL ASPECTS:

The rate resolution provides the legal authority to levy the rates as detailed in the Council's Statutory Estimates.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

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



Louise Foster - General Manager Organisational Services Network

19.3 City of Launceston Annual Plan 2021/2022

FILE NO: SF6811/SF6817

AUTHOR: Pepper Griffiths (Team Leader Performance and Planning)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider adopting the City of Launceston Annual Plan 2021/2022.

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 3 December 2020 - Budget Parameters and Draft Annual Plan 2021/2022

Workshop - 1 April 2021 - 2021/2022 Budget Statutory Estimates and Annual Plan

Council - 22 April 2021 - Agenda Item 19.3 - Draft Proposed 2021/2022 Annual Plan and Statutory Estimates (Budget)

RECOMMENDATION:

That Council:

1. pursuant to section 71 of the *Local Government Act 1993* (Tas), adopts the City of Launceston Annual Plan 2021/2022 (ECM Doc Set ID 4554927); and
 2. notes that, pursuant to section 71(3) of the *Local Government Act 1993* (Tas), a copy of the City of Launceston Annual Plan 2021/2022 adopted at Recommendation 1. will be made available for public inspection and provided to the Directors of Local Government and Public Health.
-

REPORT:

Annual Plan

Section 71 of the *Local Government Act 1993* (Tas) (the Act), reproduced below for reference, requires the Council to prepare an Annual Plan:

19.3 City of Launceston Annual Plan 2021/2022 ...(Cont'd)

71. Annual plan

- (1) *A council is to prepare an annual plan for the municipal area for each financial year.*
- (2) *An annual plan is to –*
 - (a) *be consistent with the strategic plan; and*
 - (b) *include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and*
 - (c) *include a summary of the estimates adopted under section 82 ; and*
 - (d) *include a summary of the major strategies to be used in relation to the council's public health goals and objectives.*
- (3) *As soon as practicable after a council adopts an annual plan, the general manager is to –*
 - (a) *make a copy of the annual plan available for public inspection at the public office during ordinary business hours; and*
 - (b) *provide the Director and the Director of Public Health with a copy of the annual plan.*

City of Launceston Annual Plan actions have one or more of the following features:

- close alignment with the strategic intent defined in the *City of Launceston Corporate Strategic Plan 2014-2024: 2019 Review*;
- may include internal and external items;
- any internal and external strategy, key policy or plans due for review appearing as an annual plan action to complete the review;
- any action to do work on advocacy projects;
- any work proposed that has a significant impact on Council or the community.

The 48 actions listed in the City of Launceston Annual Plan 2021/2022 are clearly aligned with the Strategic Priorities, 10-Year Goals, and Focus Areas from the Corporate Strategic Plan 2014-2024.

The actions detailed in this Annual Plan link to 23 of the 32 Focus Areas in the Corporate Strategic Plan 2014-2024. However, all the Focus Areas will be addressed over the life of the City of Launceston Corporate Strategic Plan.

A statement of the manner in which the Council is to meet the goals and objectives of the Strategic Plan 2014-2024 is included on the inside front cover and is further expanded in the Chief Executive Officer's Executive summary on page 2.

A summary of the estimates adopted under section 82 of the Act are published at page 20.

City of Launceston's major strategies in relation to public health goals and objectives are published at page 23.

19.3 City of Launceston Annual Plan 2021/2022 ...(Cont'd)

Progress against the City of Launceston Annual Plan 2021/2022 actions will be reported quarterly to Council. Summarised progress for the full 2021/2022 reporting year will be included in 2021/2022 Annual Report.

ECONOMIC IMPACT:

Consideration is contained in the City of Launceston Annual Plan 2021/2022.

ENVIRONMENTAL IMPACT:

Consideration is contained in the City of Launceston Annual Plan 2021/2022.

SOCIAL IMPACT:

Consideration is contained in the City of Launceston Annual Plan 2021/2022.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024: 2019 Review.

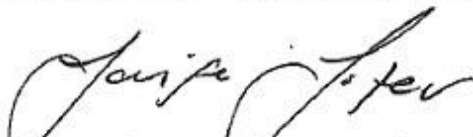
BUDGET & FINANCIAL ASPECTS:

Consideration is contained in the City of Launceston Annual Plan 2021/2022.

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

ATTACHMENTS:

1. City of Launceston Annual Plan 2021/2022 (ECM Doc Set ID 4554927) -
(electronically distributed)
-

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates**FILE NO:** SF6816**AUTHOR:** Nathan Williams (Manager Finance)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the adoption of the Council's Statutory Estimates for the financial year ending 30 June 2022.

Pursuant to section 82 of the Local Government Act 1993 (Tas) this decision requires an absolute majority of Council.

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 20 May 2021 - Rates Modelling

Workshop - 1 April - Draft Statutory Estimates prior to Public Consultation

Workshop - 4 February 2021 - Draft Statutory Estimates

Council - 10 December 2020 - Agenda 19.1 - Long Term Financial Plan 2020-2030

Workshop - 3 December 2020 - Draft Capital Projects and Major Operational Projects

Workshop - 22 October 2020 - Draft Revised Long Term Financial Plan

RECOMMENDATION:

That Council, by absolute majority:

1. pursuant to section 82(2) of the *Local Government Act 1993* (Tas), adopts:
 - (a) Estimated Income (including Capital Grants) \$115,093m
 - (b) Estimated Expenditure
 - Operating \$120,464m
 - Capital \$24,831m
 - (c) Estimated Borrowing
 - Loans - Standard
 - Loans - LGLP* \$6,000m
 - Repayments - Standard Loans
 - Repayments - LGLP* \$9,000m
-

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

(d) Estimated Capital Works	
- Council Funded	\$23,056m
- Grant Funded	\$1,775m

* *Local Government Loans Program - administered by the Department of Treasury and Finance on behalf of the Tasmanian Government.*

2. pursuant to section 82(3)(a) of the *Local Government Act 1993* (Tas), adopts the Proposed Statutory Estimates for the financial year ending 30 June 2022.

Statements and Schedules

Operating Statement	2022	2021
	\$'000	\$'000
<u>Revenues (Excluding Capital Revenue)</u>		
Rates and Charges	66,101	62,628
Fire Service Levy	8,442	8,310
Fees and Charges	25,703	21,496
Grants and Contributions - Subsidised Loans Interest	582	1,183
Grants and Contributions - Other	7,285	7,464
Interest Earnings	500	738
Investments	2,724	1,362
Bequests and Donations	82	80
Other Income	1,899	1,911
	<u>113,318</u>	<u>105,172</u>
<u>Expenses</u>		
Labour	48,104	44,217
Materials and Services	23,908	23,290
Depreciation	24,061	22,087
Administrative	5,603	5,265
Combined Drainage - TasWater	1,566	1,258
Electricity and Gas	2,759	3,126
Contributions and Events Support	2,867	2,865
Water, Rent and Land Tax	1,702	1,674
Remissions and Abatements	613	2,949
Fire Commission Levy	8,442	8,310
Interest Expense - Subsidised Loans	582	1,183
Interest Expense - Other Loans	-	-
Interest Expense - Leases	7	-
Amortised Rehabilitation	50	50
Asset Disposal Loss	200	200
	<u>120,464</u>	<u>116,474</u>
Underlying Operating Surplus (Deficit)	(7,146)	(11,302)
Add Capital Grants and Interest	1,775	11,660
Operating Surplus (Deficit)	<u>(5,371)</u>	<u>358</u>

Comparative figures are taken from the previous statutory budget and not updated to reflect budget changes made during the year.

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

Funds (Cash) Statement	2022	2021
	\$'000	\$'000
<u>Source of Funds</u>		
Net Cash from Operating Activities	18,941	22,695
Loan Proceeds	<u>6,000</u>	<u>20,000</u>
	<u>24,941</u>	<u>42,695</u>
<u>Application of Funds</u>		
Capital Expenditure		
Council Funds	23,056	32,269
Grant Funds	1,775	11,660
Future Works Provision	-	-
	<u>24,831</u>	<u>43,929</u>
Loan Repayments		
Standard Loans	-	-
ALGCP Loans	<u>9,000</u>	-
	<u>33,831</u>	<u>43,929</u>
Net Cash Generated (Expended)	<u>(8,890)</u>	<u>(1,234)</u>

Reconciliation of Net Cash from Operating Activities	2022	2021
	\$'000	\$'000
Underlying Operating Surplus (Deficit)	(7,146)	(11,302)
Asset Disposal Loss	200	200
Capital Grants and Contributions	<u>1,775</u>	<u>11,660</u>
Change in Net Assets from Operations	(5,171)	558
Reserves Funding Transfers	-	-
Depreciation and Amortisation		
Infrastructure	16,824	14,925
Buildings	3,510	3,596
Plant and Equipment	3,147	2,864
Data Systems	546	702
Amortised Rehabilitation	50	50
Other	<u>35</u>	-
Net Cash from Operating Activities	<u>18,941</u>	<u>22,695</u>

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

Expenditure Analysis

Labour

A number of employee vacancies were put on hold in 2020/21 in response to the Covid-19 pandemic and the budget adjusted accordingly. The majority of these roles are now budgeted in 2021/22. The 2021/22 labour budget is in line with the Long Term Financial Plan adopted by Council in December 2020.

Council has an ongoing commitment to workplace health and safety, employee training and professional development which are all included in the overall labour cost. Workers Compensation Insurance is included in labour costs, and has increased in line with industry trends.

Materials and Services

These costs relate to the operation and maintenance of the Council's facilities; they include plant, contractors and materials.

Depreciation

Depreciation is a significant non-cash expense and will continue to be affected by revaluation changes, revised estimates of the asset useful lives and the creation of new Council assets or externally funded projects that create new assets. Given the Council's substantial asset portfolio, depreciation continues to be a significant cost in each operational budget.

Administrative

	2022	2021
	\$'000	\$'000
General Administration	944	834
Advertising and Promotion	271	241
Computer and Communications	509	412
Election Expense and Roll Maintenance	30	30
Expert Advice	670	594
Insurance (Excludes Workers Comp)	1,032	1,036
Maintenance	195	206
Payment Fees and Debt Recovery	420	422
Postage, Printing and Stationery	376	361
Councillors	590	588
Audit Fees	104	99
Vehicles	462	444
	5,603	5,267

General Administration includes a range of expenses including committee costs, bank fees, security services and safety services etc. The other sub-categories are self-explanatory.

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

Combined Drainage - TasWater

	2022	2021
	\$'000	\$'000
Operating Cost Contribution	991	962
Capital Contribution Provision	575	296
	<u>1,566</u>	<u>1,258</u>

On advice from TasWater the Capital Contribution required in 2021/22 will return to pre Covid-19 levels.

Electricity and Gas

	2022	2021
	\$'000	\$'000
Utilities Gas	151	726
Utilities Electricity	2,607	2,399
	<u>2,758</u>	<u>3,125</u>

A significant saving in gas costs will be realised at the Launceston Aquatic Centre as a result of capital investment in a new energy efficient heating system.

Contributions and Events Support

	2022	2021
	\$'000	\$'000
<u>Regional Cooperation</u>		
Northern Tasmania Development Corp	208	208
Tamar Region NRM	128	128
NRM North	64	64
Tourism Northern Tasmania Inc	146	146
	<u>546</u>	<u>546</u>

Internal Service Provision

Launceston Flood Authority	182	182
	<u>182</u>	<u>182</u>

Provision of Services

NTCA	342	330
Business Events Tasmania	50	50
Theatre North	110	110
	<u>502</u>	<u>490</u>

Contributions

L.G.A.T.	72	72
C.B.D. Promotional	543	533
Conference & Business Incentives	31	31
Community & Economic Assistance	231	252
Community Grants	80	80
	<u>957</u>	<u>968</u>

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

Events Support

Major Event Sponsorship	210	210
Signature Event Sponsorship	225	225
Small & Celebration Event Sponsorship	129	129
New Years Eve Sponsorship	46	46
Special Event Sponsorship	70	70
	680	680

Total Contributions and Events Support	2,867	2,866
--	--------------	--------------

Water, Rent and Land Tax

	2022	2021
	\$'000	\$'000
Water Fixed Charges	707	766
Water Volumetric Charges	380	387
External Rent	30	34
Land Tax	585	487
	1,702	1,674

Remissions and Abatements

	2022	2021
	\$'000	\$'000
Remission Rates	500	2,398
Remission Planning & Development Fees	-	193
Remission Public Health Fees	-	102
Remission Lease Charges	-	173
Remission Parking Fees	-	82
Remission Sponsorship & Contribution Agreements	13	-
Remission Waste Disposal Fees	100	-
	613	2,948

The increased remissions budget for 2020/21 is due to Council's Community Care and Recovery Package. The remissions budget for 2021/22 is higher than pre Covid-19 budget to allow capacity for Council to consider remission requests on a case by case basis.

Council Concessions

	2022	2021
	\$'000	\$'000
Pensioner Concessions		
Garbage Disposal	285	265
Parking, Off Street	119	161
	404	426

The Council provides a range of other concessions through its fee structures.

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

Debt Levels

In February 2017 Council borrowed \$9.0m with a five year repayment term to fund the CH Smith carpark project under the State Government Accelerated Loan Program. This will be repaid in 2021/22.

\$6.0m was borrowed with a five year repayment term in the 2019/20 financial year for a property purchase under the same loan program.

In 2020/2021 two loans of \$10.0m each with a three year repayment term will be borrowed under the Local Government Loan Program as part of the Covid-19 Stimulus Package. This money will be used for both Capital and Operational purposes.

A further \$6.0M borrowing is planned for the 2021/2022 financial year to complete a property purchase.

The interest on all of these loans is fully subsidised by the State Government.

Loan Schedule Extract	Interest (Net)	Borrowing	Repayment	Balance
	\$000	\$000	\$000	\$000
2016/2017 Actual	253	9,000	2,241	12,126
2017/2018 Actual	137	-	2,357	9,769
2018/2019 Actual	35	-	769	9,000
2019/2020 Actual	-	6,000	-	15,000
2020/2021 Actual	-	20,000	-	35,000
2021/2022 Proposed	-	6,000	9,000	32,000

Council currently only has fully subsidised interest free loans. It is anticipated that any future borrowings would be used to fund projects that produce an economic return and/or generate sufficient revenue to service any loan interest charges.

Capital Works Program

The following table provides an extract from the Capital Works Program for 2021/2022.

Council seeks to prioritise the renewal of existing assets, however, it has been necessary in 2021/2022 to invest in the creation of some new, high value assets including \$5.9m attributed to the Launceston Waste Centre eastern extension capping project.

	2022	
	\$'000	%
Source of Funds		
Council Funds	23,056	92.85%
Grant Funds	1,775	7.15%
Total Funds	<u>24,831</u>	<u>100.00%</u>
Category		
Renewal and Upgrade	17,053	68.68%
Additions	7,778	31.32%
Total Program	<u>24,831</u>	<u>100.00%</u>

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

	2022 \$'000	2021 \$'000
OPERATING and CAPITAL Expenditure Summary		
(Excluding Non-Cash Expenses - Depreciation and Asset Disposal Losses)		
Governance	2,569	3,747
Organisational Support	13,975	13,686
Technical & Logistics Support	3,294	2,698
Cultural Facilities	8,766	7,690
Economic Development & Promotion	6,754	6,189
Other Community Amenities	3,669	2,341
Public Order & Safety	796	780
Health	1,341	1,299
Environmental Protection	451	307
Community Development	1,245	1,319
Planning Approvals	2,453	2,205
Building Control	1,187	1,055
Garbage Collection & Disposal	14,509	15,420
Fire Levy	8,451	8,319
Flood Mitigation	1,492	1,385
Cemetery & Crematoria	1,559	1,291
Recreational Facilities	24,192	34,172
Roads & Traffic	12,083	23,121
Street Lighting	1,158	1,178
Street Cleaning	2,674	2,451
Parking Facilities	5,124	2,919
Stormwater Drainage	2,659	3,311
Interest Expense	582	1,183
Loan Repayments	9,000	-
Future Works Provision	-	-
	<u>129,983</u>	<u>138,066</u>
Financed by:		
Operating Revenues (Excluding Capital Revenues)	113,318	105,172
Capital Grants and Contributions	<u>1,775</u>	<u>11,660</u>
Total Operating Revenues	115,093	116,832
Prior Year Funding	-	-
Loan Proceeds (Gross)	<u>6,000</u>	<u>20,000</u>
	<u>121,093</u>	<u>136,832</u>
Net Cash Generated (Expended)	<u>(8,890)</u>	<u>(1,234)</u>

Comparative figures are taken from the previous statutory budget and not updated to reflect budget changes made during the year.

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

	2022	2021
	\$'000	\$'000
OPERATING and CAPITAL Expenditure Detail		
(Excluding Non-Cash Expenses - Depreciation and Asset Disposal Losses)		
Governance	2,569	3,747
Operations Expenditure Other	1,582	941
LGAT Contribution	72	72
Election Costs	-	-
Pensioner Concessions-Parking	119	161
Pensioner Concessions-Refuse	285	265
Pensioner Concessions-Waste Levy	22	21
General Rate Remissions	489	2,287
Capital Expenditure	-	-
Organisational Support	13,975	13,686
Operations Expenditure	13,300	12,766
Capital Expenditure	675	920
Technical & Logistics Support	3,294	2,698
Operations Expenditure	881	592
Licence Fee Remissions	-	23
Capital Expenditure	2,413	2,083
Cultural Facilities	8,766	7,690
Operations Expenditure Total	7,284	6,423
Capital Expenditure Total	1,482	1,266
Princess Theatre		
Operations Expenditure	377	379
Capital Expenditure	225	-
QVMAG		
Operations Expenditure Other	6,900	6,026
Lease Charge Remissions	-	2
Capital Expenditure Total	1,257	1,266
Auto Museum		
Operations Expenditure Other	7	9
Lease Charge Remissions	-	7
Capital Expenditure	-	-
Economic Development & Promotion	6,754	6,189
Operations Expenditure	6,634	6,089
C.B.D. Rate Remissions	-	100
Capital Expenditure	120	-

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

Other Community Amenities	3,669	2,341
Operations Expenditure Other	2,279	1,826
Public Toilets (Excl Parks Facilities)	300	289
Lease Charge Remissions	-	11
Capital Expenditure	1,090	215
Public Order & Safety	796	780
Operations Expenditure Other	541	511
Pound & RSPCA Funding	256	269
Capital Expenditure	-	-
Health	1,341	1,299
Operations Expenditure Other	1,274	1,153
Immunisations	67	67
Public Health Fee Remissions	-	79
Capital Expenditure	-	-
Environmental Protection	451	307
Operations Expenditure	451	307
Capital Expenditure	-	-
Community Development	1,245	1,319
Operations Expenditure	1,245	1,319
Capital Expenditure	-	-
Planning Approvals	2,453	2,205
Operations Expenditure Other	2,453	2,012
Development Fee Remissions	-	193
Capital Expenditure	-	-
Building Control	1,187	1,055
Operations Expenditure	1,187	1,055
Capital Expenditure	-	-
Garbage Collection & Disposal	14,509	15,420
Garbage Collection	6,195	5,521
Hard Goods Collection	60	60
Garbage Collection Rate Remissions	2	2
Garbage Disposal	2,202	3,837
Lease Charge Remissions	-	-
Capital Expenditure	6,050	6,000
Fire Levy	8,451	8,319
Operations Expenditure	8,442	8,310
Fire Levy Rate Remissions	9	9
Capital Expenditure	-	-

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

Flood Mitigation	1,492	1,385
Operations Expenditure	1,492	1,385
Capital Expenditure	-	-
 Cemetery & Crematoria	1,559	1,291
Operations Expenditure	1,263	1,236
Capital Expenditure	296	55
 Recreational Facilities	24,192	34,172
Operations Expenditure Total	20,103	19,641
Capital Expenditure Total	4,090	14,530
 Swimming Pools		
Operations Expenditure Other	5,152	4,786
Lease Charge Remissions	-	28
Capital Expenditure	120	120
Community Halls		
Operations Expenditure Other	207	176
Waste Disposal Fee Remissions	100	-
Lease Charge Remissions	-	4
Capital Expenditure	-	-
Albert Hall		
Operations Expenditure Other	200	195
Lease Charge Remissions	-	22
Capital Expenditure	-	7,035
Sporting Grounds		
Operations Expenditure Other	4,848	4,770
Lease & Sponsorship Charge Remissions	13	23
Capital Expenditure	345	3,280
Parks & Gardens		
Operations Expenditure Other	9,583	9,562
Lease Charge Remissions	-	75
Capital Expenditure	3,625	4,095
 Roads & Traffic	12,083	23,121
Operations Expenditure Other	2,511	2,494
Roads & Bridges Maintenance	3,437	3,297
Capital Expenditure	6,135	17,330
 Street Lighting	1,158	1,178
Operations Expenditure	1,158	1,178
Capital Expenditure	-	-
 Street Cleaning	2,674	2,451
Operations Expenditure	2,674	2,451
Capital Expenditure	-	-

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ... (Cont'd)

Parking Facilities	5,124	2,919
Operations Expenditure Other	2,879	2,548
Park & Ride (Tiger Bus)	305	259
Off-St Parking Fee Remissions	-	82
Capital Expenditure	1,940	30
 Stormwater Drainage	 2,659	 3,311
Operations Expenditure	2,119	1,811
Capital Expenditure	540	1,500
 Interest Expense	 582	 1,183
 Loan Repayments	 9,000	 -
 Future Works Provision	 -	 -
	<u>129,983</u>	<u>138,066</u>

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

Trading & Major Facilities

	2022	2021
	\$'000	\$'000
PARKING FACILITIES		
Income		
Trading & Fee Income	7,596	5,169
Concessions Reinstated	119	161
Other	77	77
	7,792	5,407
Expenses		
Operations	3,311	2,977
Remissions & Abatements	-	82
Depreciation	530	446
Full Cost Attribution	571	571
	4,412	4,076
Net Income/(Expenses)	3,380	1,331
Capital Expenditure	1,940	30

	2022	2021
	\$'000	\$'000
LAUNCESTON WASTE CENTRE		
Income		
Trading & Fee Income	6,212	6,689
Concessions Reinstated	285	265
	6,497	6,954
Expenses		
Operations	955	2,117
Rehabilitation Interest	50	50
Depreciation	1,517	646
Full Cost Attribution	234	234
	2,756	3,047
Net Income/(Expenses)	3,741	3,907
Capital Expenditure	6,050	6,000

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

	2022	2021
	\$'000	\$'000
QUEEN VICTORIA MUSEUM and ART GALLERY		
Income		
Trading & Fee Income	422	261
Grants & Donations	1,730	1,685
	<u>2,152</u>	<u>1,946</u>
Expenses		
Operations	6,901	6,027
Remissions & Abatements	-	2
Depreciation	804	962
Full Cost Attribution	366	366
	<u>8,071</u>	<u>7,357</u>
Net Income/(Expenses)	<u>(5,919)</u>	<u>(5,411)</u>
Capital Expenditure	1,257	1,266

	2022	2021
	\$'000	\$'000
LAUNCESTON AQUATIC CENTRE		
Income		
Trading & Fee Income	4,445	2,839
	<u>4,445</u>	<u>2,839</u>
Expenses		
Operations	5,093	4,728
Remissions & Abatements	-	28
Depreciation	893	849
Full Cost Attribution	168	168
	<u>6,154</u>	<u>5,773</u>
Net Income/(Expenses)	<u>(1,709)</u>	<u>(2,934)</u>
Capital Expenditure	120	120

	2022	2021
	\$'000	\$'000
YORK PARK and INVERESK PRECINCT		
Income		
Trading & Fee Income	2,128	2,032
Other	68	68
	<u>2,196</u>	<u>2,100</u>
Expenses		
Operations	4,190	4,129
Remissions & Abatements	13	43
Depreciation	1,447	1,174
Full Cost Attribution	164	164
	<u>5,814</u>	<u>5,510</u>
Net Income/(Expenses)	<u>(3,618)</u>	<u>(3,410)</u>
Capital Expenditure	580	3,280

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

	2022	2021
	\$'000	\$'000
CARR VILLA CEMETERY and CREMATORIA		
Income		
Trading & Fee Income	1,287	1,358
	1,287	1,358
Expenses		
Operations	1,263	1,236
Depreciation	156	134
Full Cost Attribution	73	73
	1,492	1,443
Net Income/(Expenses)	(205)	(85)
Capital Expenditure	296	55

	2022	2021
	\$'000	\$'000
VISITOR INFORMATION CENTRE		
Income		
Trading & Fee Income	88	108
Grants & Donations	120	120
	208	228
Expenses		
Operations	530	527
Depreciation	39	3
Full Cost Attribution	48	48
	617	578
Net Income/(Expenses)	(409)	(350)
Capital Expenditure	-	-

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ... (Cont'd)

Valuation and Rating Details

	2022	2021
The Assessed Annual Value (AAV) upon which the Estimates are calculated:	\$'000	\$'000
<i>Based on values from 1st July, 2016</i>	629,109	629,109
<i>Adjusted AAV from 1 July, 2016</i>	705,489	696,068
	Cents/ \$AAV	Cents/ \$AAV
<u>General Rates applied to AAV</u>		
General	7.0191	6.7654
Residential	7.0191	6.7654
Commercial	8.1323	7.8384
Commercial (CBD)	9.7341	9.3823
Industrial	8.1377	7.8436
Primary Production	7.8036	7.5215
Public Service	8.1323	7.8384
Quarry and Mining	6.3568	6.1270
Sport and Recreation	8.1323	7.8384
Vacant (non-use)	7.1125	6.8554
<u>Service Rates on behalf of State Fire Commission</u>		
Urban Fire Levy	1.3980	1.3958
Lilydale Country Fire District Levy	0.4202	0.3781
Rural Fire Levy	0.3620	0.3364
<u>Other Rates Charges</u>	\$	\$
Fixed General Rates	301.50	290.60
Fire Levy Minimum Charge	42.00	41.00
<u>Service Charges</u>	\$	\$
Waste Management - per 85 litre bin	126.10	114.20
Waste Management - per 140 litre bin	169.15	156.40
Waste Management - per 240 litre bin	289.85	268.00
<i>As of the 2016/2017 year the 85 litre bin is no longer available</i>		
<u>Rates and Charges Summary</u>	\$'000	\$'000
General Rate		
Residential	30,155	28,606
Commercial	10,607	9,974
Industrial	3,165	3,043
Public Service	3,162	3,008
Primary Production	1,000	965
Quarry and Mining	6	6
Sport and Recreation	272	247
Vacant (non-use)	595	609
General Charge	10,802	10,363
	<u>59,764</u>	<u>56,821</u>

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

Waste Management Charge	5,462	4,967
CBD Promotional Services	543	533
Budgeted Growth	333	307
	<u>66,102</u>	<u>62,628</u>
Fire Levy	8,441	8,310
Total Rates and Charges	<u>74,543</u>	<u>70,938</u>
<u>Rate Remissions</u>	\$'000	\$'000
General	492	2,290
C.B.D.	-	100
Fire General	8	8
Total Rate Remissions	<u>500</u>	<u>2,398</u>
<u>CBD Promotional Budget</u>	\$'000	\$'000
Income		
City Rates (Differential Component)	543	533
Expenses		
Operations	543	533
Surplus/(Deficit)	<u>-</u>	<u>-</u>
<u>Variation in General Rate (cents per \$AAV)</u>	Cents/ \$AAV	Cents/ \$AAV
Commercial CBD From Residential	2.7150	2.6169
Commercial CBD From Commercial	1.6018	1.5439
<u>State Fire Commission</u>	\$'000	\$'000
Income		
Fire Levy	8,441	8,310
Interest	22	16
	<u>8,463</u>	<u>8,326</u>
Expenses		
Fire Levy	8,441	8,310
Remissions	8	9
	<u>8,449</u>	<u>8,319</u>
Surplus/(Deficit)	<u>14</u>	<u>7</u>

The Council is required under legislation to collect the fire levy on behalf of the State Fire Commission.

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ... (Cont'd)

REPORT:

The City of Launceston is a large organisation on any scale. With a \$120m annual budget, 549 employees delivering a constant stream of incredibly varied projects and services for residents and our regional neighbours, the aim is to provide a balanced budget with the underlying principles of affordability and intergenerational equity to the community while delivering quality services and facilities. As a local government authority, it is important that a way to balance the competing needs of maintaining facilities and services is sought, whilst supporting important residential growth, economic development and social inclusion programmes.

The Council engaged in a community consultation process prior to the final determination of the Annual Plan, Annual Budget and rating resolution for the 2021/2022 financial year. Two submissions were received during the consultation period and were formally considered by Council at the Meeting held on 3 June 2021.

The City of Launceston reviewed its Long Term Financial Plan in December 2020 in response to the impact of the COVID-19 pandemic. The COVID-19 pandemic presented a significant challenge in both an immediate sense and for the medium to long term. The revision of the Long Term Financial Plan made certain assumptions regarding the ongoing financial impact of COVID-19 and delivers a pathway to underlying operating surplus in the medium term - that is, by 2025/2026.

Council approved a Nation leading Community Care and Recovery Package, during April 2020, in response to the COVID-19 pandemic. The package included the provision of rate remissions, rent and fee relief, community grants program and the freezing of all rate increases for 2020/2021.

The Proposed Statutory Estimates for 2021/2022 forecasts an Underlying Deficit of \$7.146m. Including externally funded Capital Grants, an Operating Deficit of \$5.371m is forecast. A rate increase of 3.75% has been budgeted, which is in line with the Council's Long Term Financial Plan. Rate growth of 0.5% has also been forecast in addition to the rate increase for 2021/2022.

The Waste Management Charge is proposed to increase by 10.4%, due to commodities markets driving increases in recycling costs and the increase in an average weight of kerbside waste being collected per bin over the last 12 months. The increase in the weight of kerbside waste being collected is expected to continue.

Council elected to freeze rates in 2020/2021 as part of the \$8.7m Community Care and Recovery Package in response to the COVID-19 pandemic, after an initial proposal to increase rates by 3.9%. This resulted in lost revenue in excess of \$2.2m in the 2020/2021 year. This lost revenue compounds annually given it was a true freeze, not an increase and subsequent remission of rates.

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

Fees and Charges have generally increased by 3% for 2021/2022, as approved by Council at its 22 April 2021 Meeting. It is anticipated that Fees and Charges revenue will return to pre-COVID-19 levels in 2021/2022 after a significant reduction in 2020/2021.

Interest Revenue is forecast to decrease further in 2021/2022, primarily due to the low Official Cash Rate and resultant investment returns on offer. The Council has recently approved a diversified approach to investing funds and will be utilising Green Deposits for a percentage of Council's cash holdings.

Investment Revenue is forecast to increase on the prior year, under the assumption that the full TasWater dividend will be received in 2021/2022. In 2020/2021 the Council budgeted to receive 50% of the normal TasWater dividend. A zero dividend has been assumed for the Council's ownership stake in the Launceston Airport Corporation which is consistent with the assumption for 2020/2021.

Labour costs have increased as compared to 2020/2021 as several employee vacancies were not recruited in 2020/2021 but are being budgeted to be filled in 2021/2022. Workers Compensation costs have been budgeted to increase in line with industry trends.

Depreciation costs have increased due to various new and upgraded assets and facilities which Council continue to own and operate. The Council constantly reviews the appropriateness of asset lives to ensure accuracy of its depreciation expense.

Loan interest expense relates to interest free loans received from the State Government. There is a corresponding revenue line which negates this expense, meaning there is no overall net cost to the Council.

Net cash expended of \$8.890m is comprised of the forecast underlying deficit of \$7.146m, a substantial Capital Works program of \$23.056m (Council funds), new interest free borrowings of \$6m and the repayment of a \$9m interest free loan to the State Government used to facilitate the revitalisation of the CH Smith site which falls due during 2021/2022.

Further detailed commentary can be found in the attached Statutory Estimates.

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

The following table provides a summary of the Council's Statutory Estimates.

City of Launceston Statutory Estimates	2022 \$m	2021 \$m
Revenue	115.1	116.8
Excluding Capital Funds	113.3	105.2
Expenditure Operating	120.4	116.5
Excluding non-cash costs	96.2	94.1
Capital (Council and External funded)	24.8	43.9
<i>Loan Borrowings:</i>		
Loans - LGLP	6.0	20.0
Loans - Standard	-	-
<i>Loan Repayments -</i>		
Loans - LGLP	9.0	-
Loans - Standard	-	-
<i>Capital Works Funding :</i>		
Council Funded	23.1	32.2
Grant Funded	1.8	11.7

ECONOMIC IMPACT:

The Council has a significant economic impact on the region through its revenue raising and spending.

ENVIRONMENTAL IMPACT:

The budget contains specific projects and ongoing programs to improve environmental outcomes.

SOCIAL IMPACT:

The budget contains specific projects and ongoing programs to improve social outcomes.

19.4 Budget 2021/2022 - City of Launceston Statutory Estimates ...(Cont'd)

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.
5. To maintain a financially sustainable organisation.

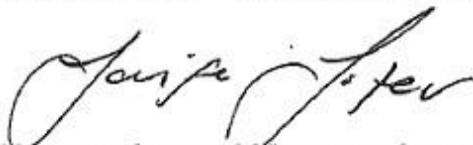
BUDGET & FINANCIAL ASPECTS:

As per the Statutory Estimates, Capital Projects Budget listing and Major Operational Projects Budget listing.

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

ATTACHMENTS:

1. Capital Projects Budget 2021/2022
 2. Major Operational Projects Budget 2021/2022
-

Attachment 1 - Capital Projects Budget 2021/2022

2021-22 Capital Projects			
Row Labels	Sum of Council Amount	Sum of Grant Amount	Sum of Total Amount
ADDITION	7,702,691	75,000	7,777,691
COMMUNITY AND PLACE	170,000	-	170,000
Cemeterys	170,000	-	170,000
CV Ash Placement Area	170,000	-	170,000
INFRASTRUCTURE AND ASSETS	6,999,691	-	6,999,691
Museums	125,000	-	125,000
QVMAG Security Upgrades Inc CCTV and Electronic Security	125,000	-	125,000
Parks Improvement	560,000	-	560,000
Churchill Park - Stage 3 car park	460,000	-	460,000
Crowded Places Protection	100,000	-	100,000
Stormwater Urban Upgrades	264,691	-	264,691
Kings Meadows Rivulet - Merino St Land Acquisition	134,078	-	134,078
Stormwater Pipe Upgrade - St Leonards Road	12,650	-	12,650
Rowan Avenue, Tudor Avenue Stormwater Main	117,963	-	117,963
Wastes	6,050,000	-	6,050,000
LWC - Eastern Extension Capping	5,900,000	-	5,900,000
LWC - Landfill Daily Cover Alternative	150,000	-	150,000
ORGANISATIONAL SERVICES	35,000	-	35,000
Information Technology	35,000	-	35,000
Smart City Internet of Things 21/22	35,000	-	35,000
CREATIVE ARTS AND CULTURAL SERVICES	498,000	75,000	573,000
Museums	498,000	75,000	573,000
QVMAG Collection Audit	450,000	-	450,000
QVMAG Open Storage	48,000	75,000	123,000
RENEWAL	12,257,988	1,700,000	13,957,988
COMMUNITY AND PLACE	1,746,000	-	1,746,000
Cemeterys	101,000	-	101,000
CV Surveillance System Cameras	10,000	-	10,000
Lilydale Cemetery Road Surface Renewal	25,000	-	25,000
CV Replace Hand Held Radios	6,000	-	6,000
CV Road Surface Renewal 21/22	20,000	-	20,000
CV Drainage Works 21/22	20,000	-	20,000
CV Road Works 21/22	20,000	-	20,000
Parking Sundrys	1,040,000	-	1,040,000
Parking Handheld Devices	40,000	-	40,000
On Street Parking Machines Upgrade	1,000,000	-	1,000,000
Swimming Centres	120,000	-	120,000
LA Plant & Equipment Renewal 21/22	60,000	-	60,000
LA Internal Finishes & Fittings 21/22	60,000	-	60,000
YPIPA Inveresk	450,000	-	450,000
Invermay Park Car Park Redevelopment	450,000	-	450,000
YPIPA York Park and Invermay Park	35,000	-	35,000
UTAS Coolroom Renewal & Asbestos Control	35,000	-	35,000
INFRASTRUCTURE AND ASSETS	9,743,000	1,700,000	11,443,000
Community Facilities Upgrade	85,000	-	85,000
Hoblers Bridge Netball Centre - Fred White Building Roof Replacement	85,000	-	85,000
Fixed Plant Renewal	65,000	-	65,000
Customer Service Air Con Renewal	40,000	-	40,000
CoL Air Conditioners 21/22	25,000	-	25,000
Fleet Replacement	2,203,000	-	2,203,000
Minor Plant Replacement 21/22 SALE	-2,000	-	-2,000
Minor Plant Replacement 21/22 PURCHASE	100,000	-	100,000
Major Plant Replacement 21/22 PURCHASE	2,105,000	-	2,105,000
Information Technology	50,000	-	50,000
Flood Intelligence System	50,000	-	50,000
Light Vehicle Fleet Replacement	210,000	-	210,000
Light Vehicle Sales 21/22	-120,000	-	-120,000
Light Vehicle Purchases 21/22	330,000	-	330,000
Museums	205,000	-	205,000
QVMAG Building Management System Replacement	95,000	-	95,000
QVMAG FIP Upgrade	110,000	-	110,000
Parks Bridge Replacement	200,000	-	200,000
Home Point Pontoon 2304	200,000	-	200,000
Parks Improvement	1,150,000	500,000	1,650,000
City Park Play Space & Duck Pond Renewal	150,000	-	150,000
Parks Electrical & Lighting Renewal	100,000	-	100,000
Parks Road & Car Park Reseal Program	50,000	-	50,000
Recreation and Parks Design Program 21/22	100,000	-	100,000
Ockerby Gardens Retaining Wall	200,000	-	200,000
First Basin Pool Refurbishment	90,000	-	90,000
Parks Furniture Program 21/22	30,000	-	30,000
Parks Irrigation System Program 21/22	100,000	-	100,000
Parks Footpath Reseal Program 21/22	50,000	-	50,000
Royal Park Cenotaph Restoration	30,000	-	30,000
Reimagining the Cataract Gorge 21/22	250,000	500,000	750,000
Parks Playground	45,000	-	45,000
City Wide Play Space Equipment Program	45,000	-	45,000
Roads Footpath	450,000	-	450,000
Footpath Reseal Program 21/22	450,000	-	450,000
Roads Rural Upgrade	850,000	-	850,000
Rural resheeting program 21/22	500,000	-	500,000
Rural road reseal program 21/22	350,000	-	350,000
Roads Urban Upgrade	3,285,000	1,200,000	4,485,000
Urban road reseal program	1,000,000	-	1,000,000
Major Road Reconstruction Program	2,000,000	1,200,000	3,200,000
Newnham Creek Retaining Wall	250,000	-	250,000
Corin Street Culvert Renewal	35,000	-	35,000
Stormwater Urban Upgrades	225,000	-	225,000
Stormwater Main Renewal FY21/22	225,000	-	225,000

2021-22 Capital Projects			
Row Labels	Sum of Council Amount	Sum of Grant Amount	Sum of Total Amount
Theatres	195,000	-	195,000
EAC Upgrade Stage Lighting	60,000	-	60,000
PT Upgrade Cyclorama Lights Replacement	20,000	-	20,000
Earl Arts Centre Stage Curtains	35,000	-	35,000
PT Neon Sign Replacement	15,000	-	15,000
PT CCTV and Recorder Upgrade	65,000	-	65,000
Town Hall/Annexe Buildings	500,000	-	500,000
Town Hall & Annexe Refurbishment 21/22	500,000	-	500,000
Community Halls	25,000	-	25,000
CoL Key & Lock Replacement Program 21/22	25,000	-	25,000
ORGANISATIONAL SERVICES	675,000	-	675,000
Information Technology	675,000	-	675,000
IT Infrastructure Renewal 21/22	395,000	-	395,000
IT Corporate Software Renewal 21/22	250,000	-	250,000
Multifunction Centre Renewal 21/22	30,000	-	30,000
CREATIVE ARTS AND CULTURAL SERVICES	93,988	-	93,988
Museums	93,988	-	93,988
Planetarium Data Projector Upgrade	40,000	-	40,000
QVMAG Gallery lighting -- LED spot lights	44,988	-	44,988
QVMAG Planetarium show renewal	9,000	-	9,000
UPGRADE	3,095,000	-	3,095,000
COMMUNITY AND PLACE	1,020,000	-	1,020,000
Cemeterys	25,000	-	25,000
CV Burial Site Preparation	10,000	-	10,000
CV Chapel Electronic Notice Board	15,000	-	15,000
Parking Sundrys	900,000	-	900,000
Car Park Occupancy Signage	300,000	-	300,000
Multi-Storey CP Access Management System	600,000	-	600,000
YPIPA York Park and Invermay Park	95,000	-	95,000
UTAS Stadium BMS Upgrade	95,000	-	95,000
INFRASTRUCTURE AND ASSETS	1,730,000	-	1,730,000
Fixed Plant Renewal	200,000	-	200,000
BAS Buildings Switchboards 21/22	100,000	-	100,000
BAS Building Energy Efficiencies 21/22	100,000	-	100,000
Parks Improvement	720,000	-	720,000
Riverbend Park Carpark - Completion of Eastern end	220,000	-	220,000
LCH Brisbane Street Mall	500,000	-	500,000
Parks Sporting Facility	130,000	-	130,000
St Leonards Sports Centre Toilet Access	30,000	-	30,000
Royal Park Sportsfield Change Rooms	100,000	-	100,000
Roads Urban Upgrade	350,000	-	350,000
CBD Two Way Traffic	100,000	-	100,000
CBD road upgrade design works	250,000	-	250,000
Theatres	30,000	-	30,000
PT Lighting Fixtures Upgrade	30,000	-	30,000
Other Technicals	300,000	-	300,000
Birchall's Building Redevelopment	300,000	-	300,000
ORGANISATIONAL SERVICES	85,000	-	85,000
Information Technology	85,000	-	85,000
Precise Reality Mesh 3D Model	85,000	-	85,000
CREATIVE ARTS AND CULTURAL SERVICES	260,000	-	260,000
Museums	260,000	-	260,000
QVMAG Redevelopment - Business Case and Design	260,000	-	260,000
Grand Total	23,055,679	1,775,000	24,830,679

Attachment 2 - Major Operational Projects Budget 2021-2022

Major Operational Projects 2021/22 IN - Public Consultation			
Row Labels	Sum of Council Funds	Sum of Grants Funds	Sum of Total Funds
Community and Place Network	528,000	-	528,000
Cemetery Programs	30,000	-	30,000
CV Chapel & Administration Internal Fabric Renewal	30,000	-	30,000
Other Corporate Programs	300,000	-	300,000
City Heart Activation	50,000	-	50,000
Cultural Strategy Implementation	50,000	-	50,000
Launceston Heritage List Review & Precincts	50,000	-	50,000
My Place My Future Implementation	150,000	-	150,000
Planning Scheme Programs	198,000	-	198,000
Launceston Planning Scheme	45,000	-	45,000
Levee Protected Areas Code	43,000	-	43,000
Regional Land Use Strategy	50,000	-	50,000
St Leonards Residential Growth Strategy & Masterplan	30,000	-	30,000
Strathroy Residential Growth Strategy & Masterplan	30,000	-	30,000
Creative Arts & Cultural Services Network	75,000	50,000	125,000
Museum Programs	75,000	50,000	125,000
QVMAG Futures Plan Aboriginal Partnership Plan	15,000	-	15,000
QVMAG Futures Plan Audience Segmentation Project	35,000	-	35,000
QVMAG Futures Plan Collection Management Strategy	25,000	-	25,000
QVMAG Futures Plan Phenomena Factory Redevelopment	-	50,000	50,000
Infrastructure and Assets Network	640,000	-	640,000
Community Facilities	80,000	-	80,000
Asbestos Removal Program	75,000	-	75,000
CCTV Strategy	5,000	-	5,000
Other Corporate Programs	200,000	-	200,000
Strategic Facilities Management Advice	200,000	-	200,000
Parks Improvement Program	212,000	-	212,000
Fire Management Plan Implementation Bushland Reserve	62,000	-	62,000
Urban Canopy Strategy	50,000	-	50,000
City Park Water Fountain Refurbishment	100,000	-	100,000
Public Conveniences	15,000	-	15,000
Prince's Square Toilets Major Maintenance	15,000	-	15,000
Stormwater Urban Upgrade Programs	100,000	-	100,000
Water Quality Initiatives	100,000	-	100,000
Theatre Programs	8,000	-	8,000
Princess Theatre Renewal Strategy	8,000	-	8,000
Town Hall/Annexe Building Programs	25,000	-	25,000
Schedule of Maintenance (Form 46)	25,000	-	25,000
Organisational Services Network	560,400	-	560,400
Economic Development Program	25,000	-	25,000
City Gastronomy	25,000	-	25,000
Information Technology	25,000	-	25,000
Aerial Photography Update	15,000	-	15,000
IoT Supporting Systems Improvement	10,000	-	10,000
Other Corporate Programs	510,400	-	510,400
Cultural Survey	100,000	-	100,000
GLP Review	100,000	-	100,000
Implement SmarterWX Capital Works Collaboration Tool	5,400	-	5,400
LEAN	40,000	-	40,000
Organisational Cultural Improvement Program	100,000	-	100,000
Safety Circle	25,000	-	25,000
Tomorrow Together	75,000	-	75,000
Mental Health & Wellbeing	30,000	-	30,000
Safety Initiatives	35,000	-	35,000
Office of the CEO	80,000	-	80,000
YPIPA York Park and Invermay Park	80,000	-	80,000
UTAS Stadium Future Direction Plan	80,000	-	80,000
Grand Total	1,883,400	50,000	1,933,400

19.5 City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition**FILE NO:** SF6955/SF6746/SF5652**AUTHOR:** Pepper Griffiths (Team Leader Performance and Planning)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To endorse the City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition.

PREVIOUS COUNCIL CONSIDERATION:

Council - 29 October 2020 - Agenda Item 19.4 - City of Launceston Four Year Delivery Plan 2019/2020 - 2022/2023

Workshop - 27 May 2021 - Draft City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition

RECOMMENDATION:

That Council endorses the City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition (ECM Doc Set ID: 4554904).

REPORT:

The City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition (the Plan) forms a key element of the City of Launceston's (CoL) Integrated Corporate Planning Framework.

The Plan connects the CoL's long term strategies to its short term plans and annual budget, with the purpose of providing a delivery pathway between strategic and operational planning.

The Plan is subject to annual review and update as part of the CoL's annual corporate planning process which provides the CoL the agility to respond quickly to any changes required.

19.5 City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition ...(Cont'd)

The Plan contains the key services, strategies, plans, policies, annual plan actions and projects for advocacy. In addition, major projects and programs are planned for inclusion in the Plan in 2022/2023 and Key Performance Indicators for key business activities, community impact measures and strategic measures are planned for development in 2022/2023.

The Plan will enable the CoL to work towards delivery on the Community Vision as outlined in the Greater Launceston Plan (GLP) and our Organisational Vision and Purpose in the City of Launceston Corporate Strategic Plan 2014-2024. In addition, the Plan will run over the elected period of Council and will be connected to the revision of the City of Launceston Corporate Strategic Plan 2014-2024.

ECONOMIC IMPACT:

Consideration is contained in the City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition.

ENVIRONMENTAL IMPACT:

Consideration is contained in the City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition.

SOCIAL IMPACT:

Consideration is contained in the City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

BUDGET & FINANCIAL ASPECTS:

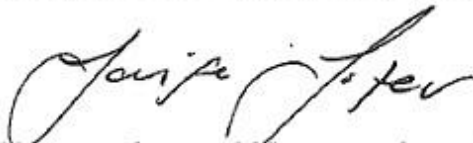
Consideration is contained in the City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition.

19.5 City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition ...(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

ATTACHMENTS:

1. City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition (ECM Doc Set ID 4554904) (*electronically distributed*)
-

19.6 2020/2021 Budget - Budget Amendments**FILE NO:** SF6816**AUTHOR:** Nathan Williams (Manager Finance)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider changes to the Council's 2020/2021 Statutory Estimates.

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

RECOMMENDATION:

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993* (Tas) and by an absolute majority, approves the following changes to the 2020/2021 Statutory Estimates:
 - (a) Revenue
 - i. the net increase in revenue from external grants and contributions of \$150,000.
 - (b) Expenses
 - i. the net decrease in operations expenditure of \$292,376.
 - (c) Capital Works Expenditure
 - i. the net increase in expenditure from external funds of \$150,000.
 - ii. the increase in the Council's funded expenditure of \$292,376.
 2. notes that amendments from Recommendation 1. result in:
 - (a) the operating surplus being amended to \$7,505,452 (including capital grants of \$18,755,506) for 2020/2021.
 - (b) the capital budget being increased to \$51,271,995 for 2020/2021.
-

REPORT:

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

19.6 2020/2021 Budget - Budget Amendments ...(Cont'd)

	Operations \$'000	Capital \$'000
Statutory Budget as at 01/07/2020	359	43,929
Adjustments approved by Council to 31/03/2021	6,704	6,901
Balance Previously Advised as at 31/03/2021	<u>7,063</u>	<u>50,830</u>
 <u>Amendments</u>		
Capital to Operations	0	0
Operations to Capital	292	292
External Funds	150	150
Statutory Budget as at 31/05/2021	<u>7,505</u>	<u>51,272</u>
 Deduct Capital Grants and Contributions	 <u>(18,755)</u>	
Underlying Operating Budget Surplus/(Deficit)	<u>(11,250)</u>	

The table summarises all other Budget Agenda Items and includes reconciliations of the budgeted operating result and capital expenditure.

Details of the amendments are as follows:

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OP22527	Infrastructure and Engineering Traffic Management	\$291,765	\$34,616	\$0	\$257,149
CP24249	Relbia Road Safety Improvements	\$0	\$0	\$14,126	\$14,126
CP24250	Glenwood Road Safety Improvements	\$0	\$0	\$20,490	\$20,490
	TOTALS	\$291,765	\$34,616	\$34,616	\$291,765

The project scope of works:

External grant funding has been allocated to the Council under the Safer Rural Road Program 2020/2021 for upgrades on Relbia Road and Glenwood Road. These unbudgeted funds need to be recognised against the Capital projects.

The Council is contributing \$14,126 for the Relbia Road Safety Improvements project and \$20,490 for the Glenwood Road Safety Improvements project.

19.6 2020/2021 Budget - Budget Amendments ...(Cont'd)

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OPM22931	OPM2021 Reimagining the Cataract Gorge	\$250,000	\$250,000	\$0	\$0
CP24143	Reimagining the Cataract Gorge 2020/2021	\$230,000	\$0	\$250,000	\$480,000
	TOTALS	\$480,000	\$250,000	\$250,000	\$480,000

The project scope of works:

Due to the correction of the Reimagining the Cataract Gorge grant funding from major operations to capital, there is \$250,000 of the Council's funding that needs to be reallocated to the Reimagining the Cataract Gorge Capital project. Part of this amendment allocates the grant funding to CP23705 Alexandra Suspension Bridge and transfers the Council's funding from CP23705 to CP24143 Reimagining the Cataract Gorge 2020/2021.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL.10.0.2720.1000.61005	Environmental Health - Expert Advice	\$3,000	\$2,500	\$0	\$500
GL.10.0.2720.1000.61025	Environmental Health - Legal Fees	\$4,000	\$1,260	\$0	\$2,740
GL.10.0.2720.1000.60425	Environmental Health - Software Licence Fees	\$4,500	\$4,000	\$0	\$500
CP24258	Sound Level Indicator Equipment	\$0	\$0	\$7,760	\$7,760
	TOTALS	\$11,500	\$7,760	\$7,760	\$11,500

The project scope of works:

The Environmental Health team will be purchasing a sound level meter that is needed to help resolve noise complaints and determine compliance with the noise regulations.

The cost of this equipment has been quoted at \$7,760. Funding is to be transferred from savings in the operations area in order to fund the project.

19.6 2020/2021 Budget - Budget Amendments ...(Cont'd)

Operations to Capital	Operations	Capital
Relbia Road Safety Improvements	(\$14,126)	\$14,126
Glenwood Road Safety Improvements	(\$20,490)	\$20,490
Reimagining the Cataract Gorge 2020/2021	(\$250,000)	\$250,000
Sound Level Indicator Equipment	(\$7,760)	\$7,760
TOTAL	(\$292,376)	\$292,376

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL.10.0.1075. 1000.12160	Roads Capital Grants	(2,708,930)	\$170,000	\$0	(\$2,878,930)
CP24249	Relbia Road Safety Improvements	\$14,126	\$0	\$50,000	\$64,126
CP24250	Glenwood Road Safety Improvements	\$20,490	\$0	\$120,000	\$140,490
	TOTALS	(\$2,674,314)	\$170,000	\$170,000	(\$2,674,314)

The project scope of works:

External grant funding has been allocated to Council under the Safer Rural Road Program 2020/2021 for upgrades on Relbia Road and Glenwood Road. These unbudgeted funds need to be recognised against the Capital projects.

The Council is contributing \$14,126 for the Relbia Road Safety Improvements project and \$20,490 for the Glenwood Road Safety Improvements project.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24015	Youngtown Oval Facilities Upgrade	\$577,000	\$20,000	\$0	\$557,000
GL.10.0.1066. 1000.12565	Sporting Grounds - Capital Contributions	(\$380,462)	\$0	\$20,000	(\$360,462)
	TOTALS	\$196,538	\$20,000	\$20,000	\$196,538

The project scope of works:

The City of Launceston had originally budgeted for an in-kind contribution from Rosier Constructions to the value of \$20,000.

19.6 2020/2021 Budget - Budget Amendments ...(Cont'd)

Now that the project is in the stages of being finalised, it has been identified that this in-kind contribution is no longer receivable.

As such, \$20,000 of external funding needs to be removed from this project to reflect this finding.

External Funding	Operations	Capital
Relbia Road Safety Improvements	(\$50,000)	\$50,000
Glenwood Road Safety Improvements	(\$120,000)	\$120,000
Youngtown Oval Facilities Upgrade	\$20,000	(\$20,000)
TOTAL	(\$150,000)	\$150,000

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

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

BUDGET & FINANCIAL ASPECTS:

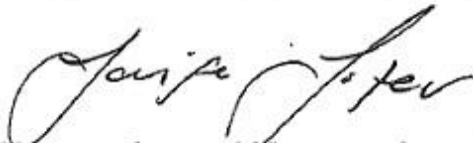
As per the report.

19.6 2020/2021 Budget - Budget Amendments ...(Cont'd)

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

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



Louise Foster - General Manager Organisational Services Network

19.7 2020/2021 Budget - Chief Executive Officer's Report on Adjustments - 1 April to 31 May 2021

FILE NO: SF7144

AUTHOR: Nathan Williams (Manager Finance)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider adjustments made during 1 April to 31 May 2021 by the Chief Executive Officer to the 2020/2021 Budget.

RECOMMENDATION:

That Council, pursuant to section 82(7) of the *Local Government Act 1993* (Tas), receives the Chief Executive Officer's report on adjustments to the 2020/2021 budget for the period 1 April to 31 May 2021.

REPORT:

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

The following capital project adjustments have occurred in the period 1 April to 31 May 2021:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24155	Carr Villa Crematorium Floor Renewal	\$45,000	\$6,000	\$0	\$39,000
21587	Carr Villa Ash Placement Area	\$963,410	\$0	\$6,000	\$969,410
	TOTALS	\$1,008,410	\$6,000	\$6,000	\$1,008,410

19.7 2020/2021 Budget - Chief Executive Officer's Report on Adjustments - 1 April to 31 May 2021 ...(Cont'd)

The project scope of works:

After receiving the final quote for the Carr Villa Crematorium Floor Renewal project, the project is now forecast to come in under budget.

The forecast surplus budget will be utilised to assist with ongoing works on the Carr Villa Ash Placement Area project.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

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

BUDGET & FINANCIAL ASPECTS:

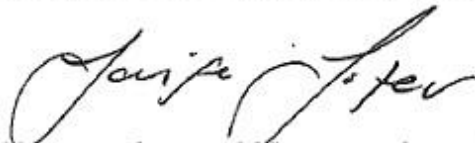
As per the report.

19.7 2020/2021 Budget - Chief Executive Officer's Report on Adjustments - 1 April to 31 May 2021 ...(Cont'd)

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

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



Louise Foster - General Manager Organisational Services Network

19.8 Public Interest Disclosure Procedure**FILE NO:** SF3199**AUTHOR:** Wezley Frankcombe (Governance and Legal Officer)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider approval of the Public interest Disclosure Procedure.

RECOMMENDATION:

That Council approves:

1. the proposed Public Interest Procedure; and
 2. the Public Interest Procedure forms with approval for the Chief Executive Officer to amend the forms if and when required.
-

REPORT:

Under section 60(3) of the *Public Interest Disclosure Act 2002* (the Act) public bodies such as the City of Launceston are required to submit draft Public Interest Disclosure Procedures (the Procedure) at least once every three years. The Procedure should be based on the Ombudsman's model procedure as well as its associated forms and it is a requirement to have the Procedure submitted and approved by the Ombudsman to ensure the model procedures are substantially adopted. The Procedure has been submitted and subsequently approved by the Ombudsman.

Previously the Procedure has been approved by the Executive Management Committee (now Executive Leadership Team). On review of the approval method it would be more appropriate for approval to come from Council.

Allowing changes to the associated forms by the Chief Executive Officer allows for greater flexibility as the forms are operational in nature and would be arduous to obtain a Council decision to make minor amendments of the forms.

ECONOMIC IMPACT:

Not considered relevant to this report.

19.8 Public Interest Disclosure Procedure ...(Cont'd)

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.
2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.

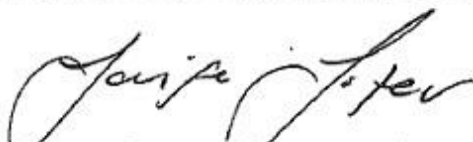
BUDGET & FINANCIAL ASPECTS:

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

19.8 Public Interest Disclosure Procedure ...(Cont'd)

ATTACHMENTS:

1. Public Interest Disclosure Procedure (*electronically distributed*)
 2. Public Interest Procedure Form - Assessment of Disclosure Form (*electronically distributed*)
 3. Public Interest Procedure Form - Risk Assessment Template (*electronically distributed*)
 4. Public Interest Procedure Form - Ombudsman Notification Template (*electronically distributed*)
-

19.9 Delegation from Council to Chief Executive Officer - *Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas)***FILE NO:** SF0113**AUTHOR:** Wezley Frankcombe (Governance and Legal Officer)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider a delegation from Council to the Chief Executive Officer of all powers with the exception of the listed powers under the *Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas)*.

This decision requires an absolute majority of Council.

PREVIOUS COUNCIL CONSIDERATION:

Council - 24 January 2019 - Agenda Item 15.3 - Delegation from Council to General Manager - *Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas)*

RECOMMENDATION:

That Council:

1. pursuant to section 22(1) of the *Local Government Act 1993 (Tas)*, delegates all of its functions and powers under the *Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas)*, with the exception of section 104(2) and section 104(3), to the position of Chief Executive Officer.
 2. pursuant to section 64(1)(b) of the *Local Government Act 1993 (Tas)*, authorises the Chief Executive Officer to delegate the functions and powers to an employee or employees of the Council.
 3. notes, for the avoidance of doubt, *Chief Executive Officer* is a term of reference used for the *General Manager* as appointed under section 61 of the *Local Government Act 1993 (Tas)*.
 4. 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.
-
-

19.9 Delegation from Council to Chief Executive Officer - *Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas) ... (Cont'd)*

REPORT:

The *Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas)* (the Act) relates to the making and amendment of final plans and sealed plans of subdivision and specifies the functions and powers that Council may exercise in respect of those matters, for example:

- section 83 relates to requirements that Council can place upon owners in selling land to Council and limitations and permits related to drainage and septic tanks.
- section 91 allows Council to object to corrections of final plans by the Recorder of Titles.
- section 96 allow Council as highway authority to require a dedication for setting aside land as a highway.
- section 103 relates to amendments to sealed plans, for example, removal of an easement or adding a road notation.

In the ongoing review of delegations, it has been identified that there are a number of sections within the Act that are appropriate to delegate to the Chief Executive Officer and subsequently to relevant Council Officers. This will allow for greater productivity and governance under the Act.

The below table is an extract of powers as identified by Simmons Wolfhagen as exercisable by Council and/or the Chief Executive Officer. Delegations of all powers excluding 104(2) and section 104(3) will ensure that powers under the Act can be exercised in an efficient and accountable manner.

19.9 Delegation from Council to Chief Executive Officer - *Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas) ... (Cont'd)*

S.83	Approval of plan of subdivision
S.84	Council not to approve subdivision If – (a) any proposed lot has not the qualities of a minimum lot; or (b) it includes any lot or other block of land smaller than is required or permitted by a finally approved planning scheme; or (c) the subdivision includes any road or other works whereby drainage will be concentrated and discharged into any drain or culvert on or under any State highway
S.85	Refusal of application for subdivision
S.86	Security for payment Before approving a plan of subdivision, the council may (a) require security for payments and the execution of works; and (b) refuse to approve the application until such security is given.
S.89	Approval of final plans
S.91 (3)	Corrections to final plans
S.92	Amendments to final plans
S.93	Cancellation of final plans
S.96	Dedication as highway If a sealed plan shows provision for widening or deviating a way on, or adjoining, land comprised in the plan, an obligation runs with that land to dedicate it as a highway if required to do so by the highway authority.
S.103	Amendment of sealed plans
S.107	Access orders If the council considers that work of a substantial nature is needed to provide access for vehicles from a highway onto the block, it may refuse to seal the final plan under which the block is created until the owner has carried out the work specified in the order within the specified period or given the council security for carrying out that work if called upon by it to do so.
S.109 (6)	Minimum lots If land may be used only as a place of business the restriction on its use – (a) is to be set out above the council's seal on the final plan of the subdivision; and (b) is enforceable by the council
S.110	Adhesion orders The council may make an adhesion order if a block (a) has the qualities of a minimum lot; and (b) comprises 2 parcels or more that may, without the approval of any plan by the council, lawfully be sold separately so as to create a block which (i) would not have the qualities of a minimum lot; and (ii) is, or in the opinion of the council is likely to be, built on or bought for building.
S.112	Purposes for which plan approved The council is to state on the plan one of the following purposes for which the plan is approved: (i) for the purpose of enabling the approved lot to form a single parcel; (ii) for the purpose of enabling a purchaser to acquire all the sub-minimum lots which together form the minimum lot shown on the plan; (iii) for the purpose of enabling the portions of the approved lot to form a single parcel or for enabling a purchaser to acquire all the sub-minimum lots which together are to form the minimum lot, as well as for the purpose of giving effect to the subdivision
S.113(4)	Bringing land under Land Titles Act 1980 If a plan of subdivision approved by the council and lodged in the office of the Recorder of Titles includes any adjoining land to be added that is not under the provisions of the Land Titles Act 1980, the Recorder is not to take any further action upon the plan until applications to bring the land under those provisions have been made under section 11 of that Act.
S.115	Exemption Council may exempt a subdivision from the operation of this Part.
S.116	Limitation on requirement for public open space
S.117	Payment instead of increasing public open space Instead of requiring an owner to increase the area for public open space, the council, before approving a plan of subdivision may require security for the payment of an amount

19.9 Delegation from Council to Chief Executive Officer - *Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas) ... (Cont'd)*

S.118	Council schemes Before the council disposes of lands in circumstances in which, if the disposition were that of a private person the plan would require approval under this Part, it is to prepare a plan of subdivision that it would approve if it were a private person's plan.
Part 7	Long Service Leave and Employees Assurance Scheme
241(1)	Preservation orders A council, on the recommendation of the National Trust of Australia (Tasmania) may by order – (a) prohibit the demolition of a building that is by itself or with others of historical or architectural interest or of special beauty; and (b) prohibit the alteration of or adding to the building except as the council may approve; and (c) require the owner to keep the building in good and tenable repair.
243	Preservation order is enforceable A preservation order – (a) operates as a covenant between the owner and the council that the owner, executors, administrators and assigns will comply with the order; and (b) runs with the land in equity; and (c) is enforceable by the council as if it were owner of all other lands in the municipal area and the tenants were natural persons holding of the council for life.
S.244	Registering preservation order
S.246	Advertising hoardings A person must not, within a municipal area, erect, put up, place or use or permit to be erected, put up, placed or used, any hoarding or similar structure for advertising purposes without a licence from the council.
S.247	Removal of advertising hoardings

While there is not an express requirement for Council to delegate powers under the Act, the delegation will ensure these procedural matters can then be dealt with at officer level.

The delegation will also provide transparency in regards to providing the public with a clear document that outlines the extent of authority in officers exercising particular powers under the Act. This is the result of the ongoing review of delegations in improving transparency and subsequently accountability.

The reason for omitting sections 104(2) and 104(3) of the Act from the delegation is to maximise transparency by ensuring that Council or a Council Committee itself conducts a hearing where an affected person has asked to be heard in support of or opposition to a petition to amend a sealed plan.

Despite this delegation, Council can continue to exercise the relative powers.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

19.9 Delegation from Council to Chief Executive Officer - *Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas) ... (Cont'd)*

SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.

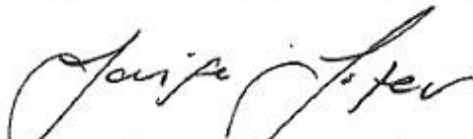
BUDGET & FINANCIAL ASPECTS:

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

19.10 TasWater - Appointment of Proxy to Owners' Representative Group**FILE NO:** SF5153**AUTHOR:** Kelsey Hartland (Team Leader Governance)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the appointment of proxy representatives to attend TasWater Owners' Representative Group Meetings where the Mayor is unable to attend on behalf of the Council.

RECOMMENDATION:

That Council, pursuant to clause 9.3(a)(ii) of the Tasmanian Water and Sewerage Corporation Pty Ltd Constitution regarding the absence a member's Owners' Representative, makes the following appointments:

1. in the absence of the Mayor being able to attend as the Owners' Representative on behalf of the Council, the Chief Executive Officer, attends as the Deputy Owners' Representative, and
 2. in the absence of both the Mayor and the Chief Executive Officer being able to attend as the Owners' Representative on behalf of the Council, the Chief Financial Officer, attends as the Acting Owners' Representative.
-

REPORT:

The Council has been a member of the Tasmanian Water and Sewerage Corporation's Owners' Representative Group since the reform of Tasmania's water industry in 2008. TasWater commenced after the amalgamation of Ben Lomond Water, Cradle Mountain Water, Southern Water and their shared services firm, Onstream, in 2013 and City of Launceston is a member of the Owners' Representative Group (ORG).

The Mayor, Councillor A M van Zetten was appointed to the ORG by a resolution of Council on 12 November 2020. There is no current arrangement in place for when the Mayor cannot attend. The Tasmanian Water and Sewerage Corporation Pty Ltd Constitution requires a decision of Council to make an appointment for representation in the Mayor's absence.

19.10 TasWater - Appointment of Proxy to Owners' Representative Group ...(Cont'd)

Section 9.3(a)(ii) of the Tasmanian Water and Sewerage Corporation Pty Ltd Constitution allows that another person may be appointed to act as the Owners' Representative for that member during any period, or during all periods, when that member's Owners' Representative is absent from duty or is, for any reason, unable to perform all or part of the duties of the position.

This matter was brought to our attention ahead of the ORG's General Meeting to be held on 24 June 2021. This report seeks to establish a standing arrangement for Deputy and Acting Owners' Representatives so that a decision of Council does not have to be sought on an ad hoc basis.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

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

BUDGET & FINANCIAL ASPECTS:

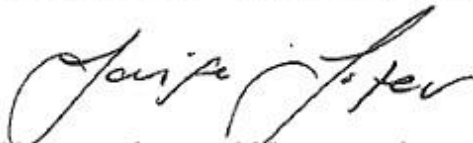
Not considered relevant to this report.

**19.10 TasWater - Appointment of Proxy to Owners' Representative Group
...(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

20 CHIEF EXECUTIVE OFFICER NETWORK ITEMS**20.1 University of Tasmania Urban Design Framework****FILE NO:** SF5051/SF6660**CHIEF EXECUTIVE OFFICER:** Michael Stretton

DECISION STATEMENT:

To consider endorsement of the *Urban Design Framework* which has been developed by the University of Tasmania for the Inveresk Precinct.

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 25 March 2021 - UTAS Update

RECOMMENDATION:

That Council endorses the *Urban Design Framework* (ECM Doc Set ID 4553304) which has been developed by the University of Tasmania for the Inveresk Precinct.

REPORT:

The University of Tasmania (UTAS) plays a critical role in the social, economic and cultural fabric of Northern Tasmania. As the main campus in Launceston from 2023 onwards, the Inveresk (Cultural and Educational) Precinct will be the heart of the University's operations, providing education, training and retraining of the workforce and driving socio-economic recovery. Hence, the overall design framework and functionality of Inveresk must be envisioned with this future-centric lens.

The UTAS Northern Transformation Program (NTP) is progressing well with considerable development currently underway within the Inveresk Precinct. The precinct-wide design choices which have been made to date have been informed by a hierarchy of documents, one of which is the *Urban Design Framework* (UDF). The UDF has been developed by UTAS in a collaborative manner with the Council and the community being provided various opportunities for input and feedback. Now that the UDF has been finalised the Council has been requested to consider its formal endorsement.

The UDF sits within a hierarchy of key documents that combine to form a clear vision for the University's contribution to the Inveresk Precinct. Its purpose is to ensure the NTP accords with the values of a shared campus, in addition to several other development opportunities across the broader precinct. It has been informed by the ambition of the UTAS Strategic Plan to realise a university that is place-based and globally connected, right-sized and responsive, regionally networked and people-centred.

20.1 University of Tasmania Urban Design Framework ...(Cont'd)

In the forward of the UDF, Vice-Chancellor Professor Rufus Black states:

...This framework acknowledges that we will always reflect on and respect the assets around us, to be thoughtful of the rich history surrounding us and what is to come. We will create architecture that works with the site and all the complexities that make it so interesting. Our connection to the river, consideration of Tasmanian Aboriginal presence, the industrial heritage and the modern-day melting pot of culture, creativity and sport are all part of the uniqueness of the Inveresk Precinct. We will pay careful attention to all of these elements that define this place.

The new campus is designed for today's students and life-long learning, so we can work with the community to lift educational attainment and address disadvantage. Opportunities for higher educational attainment will enable a better future for more Tasmanians and so, a better future for the region and indeed for the island.

Designing a campus based around the needs of the community means it will better support flexible learning options and pathways into education. Our research facilities will enable us to partner with industry to grow their businesses, support innovation and see start-ups create more much-needed new jobs for the region...

The UDF draws from a host of other documents. These include the City of Launceston's Inveresk Masterplan, the Inveresk Precinct Conservation Management Plan, the City of Launceston Cultural Strategy 2020-2030 and the Australian Indigenous Design Charter, among others.

Five key themes have been identified by the UDF for consideration during ongoing development at Inveresk. Each theme creates guiding principles for future planning of infrastructure and experiences, with strategies and actions detailed as follows:

1. Indigenous Knowledge

Reveal the Tasmanian Aboriginal history of the site

- Indigenous knowledge informs all new projects.
- Create a series of cultural spaces across the precinct.

2. A future emerges from an industrial setting

Consider the existing urban form

- New buildings infill vacant space between existing structures, celebrating and referencing the unique characteristics of Inveresk's buildings and landscapes.
 - Materials complement the industrial heritage, are robust and provide a coherent backdrop.
-

20.1 University of Tasmania Urban Design Framework ...(Cont'd)

Promote a low-carbon future

- New buildings consider retaining existing elements and character while considering sustainable materials and construction systems, utilising local skills and industries.
- Develop precinct-wide sustainability concepts; transport options, clean energy, passive design, adaptive reuse of existing buildings, water sensitive design, food production and green space.

Open and welcoming design

- Encourage interaction and discovery through internal streetscapes and circulation routes.
- Exciting activities and programs are easily viewed from both inside and out as a series of 'shopfronts'.

Enable a community of learning and innovation

- New developments are designed around diverse learning experiences, creating opportunities for people to make new connections.
- Provide facilities and services to support programs and initiatives which encourage users to spend time at Inveresk (including food and beverage options).
- Learning environments and informal spaces are made memorable by the unique character of the Precinct and its diverse users.

3. Navigating the local landscape*Understand and preserve existing navigational markers within and beyond the site, celebrating their sense of place and historical significance*

- Key access points of rail lines determine layout and orientation of many buildings on site.
- Retain site lines towards the Cataract Gorge from the entrance of QVMAG with consideration of views to the surrounding hills.
- Connect meaningfully to the North Esk River over the levee structure at key points using strategic projects, while providing safety and amenity along all walkways.

New buildings establish a distinct presence with a clear sense of arrival, journey and orientation

- Aim to reinforce connection towards the city, considering how developments engage with Cimitiere Street and City Park.

A defined Precinct spine with many points of arrival

- An exciting, easily accessible and welcoming 'street' encourages curiosity and discovery, drawing people together for place-based experiences.
 - Entry to the Precinct is inviting and informal from multiple locations; this quality should be retained and amplified.
-

20.1 University of Tasmania Urban Design Framework ...(Cont'd)

4. A Precinct with active hearts

Invite the community into all communal spaces of the Precinct

- Consolidate and develop new teaching environments and landscapes that are contemporary, encourage collaboration and enable educational outcomes which meet the future needs of Northern Tasmania.
- New buildings feature generous atrium spaces to connect levels and provide multiple views to the outdoors, creating known gathering places.
- Establish a series of *Urban Realm* spaces which can host community events and activities; University Square, Riawunna Cultural Garden, Welcome Space, Food Gardens, Esk Activity Space.
- Build capacity of the community to activate spaces once infrastructure has been developed.

5. Shared landscapes with layers of identity

A unified green space north of the river

- Create a series of gardens that celebrate the local landscape, encouraging sustainable construction methods and design outcomes.
- Re-purpose local and natural materials where appropriate, connecting with the character of Launceston and the broader region.

The landscape of Inveresk is a platform for the community

- Allow multiple activities and functions to work in harmony, with spaces flexible to allow adaptation as required.
- Include provision of appropriate power and lighting, with a specific Inveresk palette developed for materials, planting, furniture and external details.
- Plantings feature Tasmanian Indigenous and edible species and materials should utilise local craftsmanship where possible, integrated with the natural river landscape.
- Ensure the landscape caters to a diversity of users and groups, encouraging participation, prioritising accessibility and inclusion for all.

UTAS has worked closely with precinct users and community representative to consider a broad range of user needs within the precinct. The UDF will now act as a practical resource to guide the development of future activities, initiatives and events within Inveresk. The UDF has been previously workshopped with the Councillors and it is recommended that Council provide its endorsement to ensure a shared vision is maintained for this important precinct into the future.

20.1 University of Tasmania Urban Design Framework ...(Cont'd)

ECONOMIC IMPACT:

The ambition of the NTP is to lift higher-educational attainment to drive growth and prosperity in both Northern and North-West Tasmania. The new campuses will become central to the life of each region - places where the community, business and industry, and the University can connect and collaborate. The NTP will effectively become a platform for developing the economic, cultural and social health of each region by creating new jobs, supporting entrepreneurship, and attracting and retaining talent in the State.

The program has translated the University's broader strategic direction into a vision for Inveresk that positions the precinct as the engine room for the renewal of the Northern Tasmanian region. This vision will be made real through the ambition for 10,000 students to be engaged at the Inveresk campus annually by 2032.

ENVIRONMENTAL IMPACT:

The UDF will have a positive environmental impacts as it celebrates local landscapes, creates a series of gardens, encourages sustainable construction methods and design outcomes, promotes a low-carbon future and seeks to re-purpose local and natural material where appropriate.

SOCIAL IMPACT:

Professor Black best sums up the social impact that the UDF will have through the following statement in the Framework's forward:

Designing a campus based around the needs of the community means it will better support flexible learning options and pathways into education. Our research facilities will enable us to partner with industry to grow their businesses, support innovation and see start-ups create more much-needed new jobs for the region.

By being centred around an 'activated street' with a central spine, we will welcome students and the community from the city to a pedestrian-friendly campus. We want to draw people together and to engage them with learning in exciting and inspiring ways.

The distinctive lifestyle and experience at Inveresk will be unlike anywhere else in the world: a place to live, work and play; a place to reflect on the past and look to the future; to learn and discover; and to connect and grow together...

20.1 University of Tasmania Urban Design Framework ...(Cont'd)

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

Strategic Priority 1: We connect with our community and our region through meaningful engagement, cooperation and representation.

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

Focus Areas:

3. To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities.

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:

2. To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment.
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.

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. UTAS *Urban Design Framework* for the Inveresk Precinct (*electronically distributed*)
-

20.2 Great Regional City Challenge**FILE NO:** SF0135**CHIEF EXECUTIVE OFFICER:** Michael Stretton

DECISION STATEMENT:

To consider a funding request from the *Great Regional City Challenge*.

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 29 April 2021 - *Great Regional City Challenge* Results and Future Funding

Workshop - 26 September 2019 - *Great Regional City Challenge*

Council - 4 April 2019 - Agenda Item 20.1 - *Great Regional City Challenge* Project Proposal

Workshop - 14 February 2019 - *Great Regional City Challenge*

RECOMMENDATION:

That Council agrees:

1. to provide a financial contribution of \$5,000 to Community Led Impact Partnerships Pty Ltd for the delivery of a *Great Regional City Challenge* until 30 June 2022; and
 2. that the Chief Financial Officer and the broader Finance Team will continue to provide in-kind support in the financial management of the *Great Regional City Challenge*.
-

REPORT:

The Council has received a final report and funding request from the *Great Regional City Challenge* (GRCC) for a second round of the challenge in 2021/2022 (Attachment 1).

The GRCC project is a community-led initiative that seeks to deliver cost-effective results with a goal of transforming Launceston into one the great regional cities of the world. The project would seek to create positive changes in the capacity and attitude of the community long-term by:

- nurturing a culture of aspiration and positive change across all places and demographics;
 - activating the community and grow community pride;
-

20.2 Great Regional City Challenge ...(Cont'd)

- mobilising the hidden and more visible community leaders;
- involving those most impacted by the need for change and encourage them to take responsibility;
- building community capacity by training Community Builders; and
- building project skills by the use of the Community Led Impact Partnerships resources (<http://clipguide.net/>) and *Launceston Together* online resources (<http://launcestontogether.com.au>) so that practical and achievable community-led initiatives can drive the ongoing transformation of Launceston.

The first round of the GRCC was conducted in 2020/2021 with \$100,000 raised from 27 organisations, including most of the Councils in the region. Fifty projects were submitted for consideration and the community voting process identified 12 projects for support.

These projects were as follows:

1. a Community Stage made from a shipping container for Harvest Market and other events;
2. a Drive in Movie Theatre (winter) and Open Air movie theatre (summer) in the Harvest Market Car Park;
3. aboriginal Launceston: Building on a Resource Rich site;
4. Launceston - A Great Cycling City;
5. a fix for the kanamaluka/Tamar River/Lake palawa - *a fresh water idea**;
6. beautification of Launceston and surrounds;
7. Greater Launceston - A UNESCO Creative City of Gastronomy;
8. the Surf City Project;
9. Australia's first ASV Competition (for autonomous and/or controllable boats);
10. an *Urban Fringe Trail* for Launceston (to be known as *The Luft*); and
11. supporting, attracting and retaining health professionals in Northern Tasmania.

* A fix for the kanamaluka/Tamar River/Lake palawa - *a fresh water idea* projects were combined into a single project.

A progress report has been provided (Attachment 1) for the first round trial of the GRCC which advises that each of the projects are showing positive results.

The Council committed \$20,440 in funding to the GRCC first round trial together with the in-kind support of the Chief Financial Officer to assist in the establishment of the governance and financial management systems for the program. In supporting the initial trial, the Council indicated that the program would need to demonstrate a sustainable funding stream, which is not dependent upon predominantly Local Government funding.

The GRCC has requested that the Council contribute \$20,440 (plus in-kind support) for the second round of the challenge in 2020/2021. While there is on-going support for the GRCC concept, the Council has previously stated that the GRCC should not be dependent upon predominantly Local Government funding. Accordingly it is recommended that the Council's contribution be reduced to \$5,000 for the 2021/2022 Financial Year, in addition to the in-kind support of the Chief Financial Officer.

20.2 Great Regional City Challenge ...(Cont'd)

ECONOMIC IMPACT:

GRCC projects might be established community members using their networks on the mainland to attract new business start-ups or business relocations to take advantage of Launceston's Giga-City status, low rents and contact networks or retiring business owners coming together to mentor other businesses to help them grow more sustainably.

ENVIRONMENTAL IMPACT:

While funding for environmentally focused projects is provided for through existing community and environmental grant programs, the project could be utilized to fund environmental projects where the outcomes accord with the GLP objectives.

SOCIAL IMPACT:

The GRCC would help connect people, online and face to face, who share similar interests and passions to work together on innovative projects that will make Launceston a better place. Projects would explicitly be sought by specific presentations to the creative arts, business, industry bodies, entrepreneurship and university sector. For example, a project to connect all the region's arts bodies to plan, work and share together might come from this process.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

3. To promote and attract national and international events and support the sector to ensure a diverse annual events calendar.

The project is consistent with the following Greater Launceston Plan Key Directions:

Creativity and innovation - Encourage and facilitate creativity and innovation in all aspects of the daily life and business of greater Launceston and its relationship with the wider region.

Liveability and amenity - Support initiatives that build improvements to sustainable liveability and amenity that contribute to the health and wellbeing of the community.

20.2 Great Regional City Challenge ...(Cont'd)

Connected and networked region - Encourage and foster the development of world's best practice in information and digital technology in greater Launceston and the wider region to create business and employment opportunities for new services and product development.

Social inclusion and equity - socially inclusive communities will view individuals, families and communities through the lens of their inherent potentials or strengths, rather than deficits

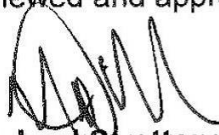
BUDGET & FINANCIAL ASPECTS:

The proposed one-off financial contribution of \$5,000 can be accommodated within the 2021/2022 budget.

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. Great Regional City Challenge: Report and Funding Request
-

Attachment 1 - Great Regional City Challenge: Report and Funding Request



24 May, 2021

Michael Stretton
General Manager,
City of Launceston
St John Street
Launceston TAS 7250

Dear Michael

I am pleased to report that the results of the first round of the Great Regional City Challenge (GRCC) are all showing positive results. As well, the GRCC Inc has moved to become a sustainable organisation with a suite of professional support processes including a newly launched community funding campaign, a new website, an update video showcasing the projects and a proactive Board. See details below.

The second round of the GRCC is planned to open for project submissions on 1st July, 2021. The aim is to raise \$200,000 in cash funding to be given to GRCC#2 projects plus raise \$30,000 cash funding for admin and promotional costs. The Great Regional City Challenge Inc acknowledges the pivotal support that the City of Launceston has given to the first round and requests that this support be continued for the second round whilst our new funding campaign gains traction, with the aim of making the GRCC a sustainably self-funding organisation for the future.

Specifically, we request:

1. \$20,440 as in the first round.
2. The support of the Council Finance Department in managing funds (in and out) as this offers a responsible and transparent mechanism for the management of government and community funds.

Details of the progress to date include:

- **Project updates:** Appendix 1 provides an Update of all projects. The majority of projects benefited the City of Launceston local government area.
- **Governance:** GRCC is now a Not-For-Profit Incorporated Association with ACNC approved charity status. The volunteer Board includes representatives of Forico, St Giles Country Club Tasmania, Ruddicks Chartered Accountants, Tasmanian Broadcasters, Kingthing, Hawthorn Football Club, Launtel, Get Paid in Bitcoin, i-Med, Town Teams Movement, Millpark, The Tasmanian Breath of

[Great Regional City Challenge, c/- Ruddicks Chartered Accountants,
102 Tamar Street, Launceston, Tasmania 7250](#)

Fresh Air Film Festival and the City of Launceston. There are other funders who do not sit on the Board. A more diverse Board in terms of gender, age and ethnicity will be sought in GRCC#2.

- **Funding process:** GRCC is now auspiced by the Foundation for Rural and Regional Renewal, which provides Deductible Gift Recipient status to any donations made to GRCC through that organisation. Funding is now sought from the community through:
 - **The 100 Club:** Contributions are requested for membership as Silver (\$1-2,500), Gold (\$5,000) and Platinum (\$10,000) contributors. At this points \$25,000 has been committed from the community.
 - **Great Region, Great Workplace:** Owners, managers and employees can have an amount taken tax-deductibly out of their regular pay, which reduces their taxable income.
 - **Bequests:** Through lawyers and accountants, proud Launceston region residents can place a standard clause in their will promising a contribution to GRCC on their death.
- **Promotion:** Kingthing have created a new website for GRCC at <https://www.greatregionalcity.com.au> It spells out how the GRCC works and has a page explaining how the community can help. A 4-minute video describing the GRCC and the first round projects has been made pro bono by local film makers, Tara Bufton, Kim Napier and Nick Tantaro. It can be seen at <https://www.greatregionalcity.com.au/what-has-been-achieved> A print flyer has been produced as an in-kind contribution by Foot and Playsted printers. TV advertising has been pledged for GRCC #2 by 7 Tasmania. The Examiner and Tasmanian Broadcasters have pledged continued media advertising and publicity support.

We recommend our request for continued support to the Councillors of the City of Launceston.


Your sincerely



Owen Tilbury
President

Appendix #1: May 2021 Update on GRCC Projects

<p>A Community Stage made from a shipping container for Harvest Market and other events Making the arts accessible to all Launcestonians – A community stage to share music, drama, theatre and dance</p>	<p>Harvest Market have purchased the MONA FOMA shipping container which was the inspiration for this project. It has all the electrical works, security and stage design that will be needed. This was launched publicly (giving due recognition to GRCC and sponsors) on Saturday 12 September, 2020. They have been paid all GRCC funds which part pay for the total cost of this project, the remainder being paid by Harvest. Music and performance now takes place each week on a Saturday.</p>
<p>A Drive in Movie Theatre (winter) and Open Air movie theatre (summer) in the Harvest Market Car Park Car Park Movie Magic: Bringing a monthly movie event to the people of Launceston, rain, hail or shine.</p>	<p>Harvest Market negotiated a price for a screen, sound and projection equipment that will allow them to operate in summer as a deck chair cinema and in winter as a drive in. They launched publicly (giving due recognition to GRCC and sponsors) on International Womens’ Day in March, 2021. They have been paid all GRCC funds which part pay for the total cost of this project, the remainder paid by Harvest.</p>
<p>Aboriginal Launceston: building on a resource rich site. Encapsulating the Aboriginal landscape of Launceston as a rich resource site that was also the basis for attracting white settlement.</p>	<p>The research is now complete for this project and the page layout design agreed for the website to publicise the materials collected and written. See website at https://aboriginallaunceston.com.au/home-page/ Professor Emerita Lyndall Ryan AM FAHA, School of Humanities & Social Science, College of Human and Social Futures, University of Newcastle, says “The outcome shows what can be done when a group of first rate researchers get together and with a little financial encouragement readily share their knowledge and produce an outstanding website. . . It opens out great possibilities for more websites of this kind. A project which takes the same approach to compare Australia’s 2 leading second cities – Launceston and Newcastle – is next, surely. Australians are more than ready for this depth of research to be available on a website.”</p>
<p>Launceston – A Great Cycling City To build an inclusive, vibrant and progressive cycling community in and around Launceston.</p>	<p>Park and Ride Program: In partnership with the Tailrace Centre and City Of Launceston the Park and Ride program has been established. This includes the installation of 9 signs, 3 each at Heritage Forest, Hoblers Bridge and Tailrace Centre to encourage the community to park their cars and make use of the trails into the city. Improving access and opportunity: An adult tricycle was purchased and gifted to the community through ReLink and Northern Occupational Support Service to improve riding opportunities and access for people with disabilities. Community Ride: Tamar Bike Users Group (TBUG) have organised 4 community rides around Launceston to help build the community cycling culture and improve community participation. Still to come: They are still working with CoL to develop a promotional video for the Park & Ride program. They hope to develop some signage in the city to mark the links to between the beginning of and the end of the trip.</p>
<p>A Fix For The Tamar River A once beautiful river is choking. Only one course of action can fix it. We need an overall Independent Authority.</p>	<p>This team centred on the Tamar Lakes Inc appointed a marketing and social media company to assist them in promoting the need for community support to “Fix the Tamar”, in particular the silting and rice grass problem which is accumulating year on year. The campaign has gained significant public awareness and support. A new body has been created called the Tamar Action Group (TAG). TAG is advocating for a fix to the Tamar in a general sense. It launched a petition (https://tamaractiongroup.org.au/) and public membership vehicle in November 2020, that has already garnered over 1,500+ members/supporters. TAG is seeking 2 initial objectives in the short-term: 1. Resumption of either raking or dredging to allow the cruise boats, rowing and yachting to continue while longer term solutions are sought. 2. The appointment of an Independent Authority ‘with teeth’ to find and implement the best solution. Significant ongoing coverage has been given to the campaign in The Examiner (news, editorial and Letters to the Editor) and on radio.</p>

	<p>The newly elected state Liberal government committed during the May 2021 election to provide \$4 million for a dredging program and annually to support the establishment and ongoing operations of the taskforce.</p> <p>NOTE#1: the Tamar Action Group are at pains to say "TAG is a non-profit, non-political and pro-environmental citizens group. It is not wedded to any one solution. Short and long-term solutions are needed".</p> <p>NOTE #2: All GRCC projects are selected by community vote and not by the GRCC Board. GRCC is non-political and aims to mobilise the regional community support for projects that will make Launceston a great regional city of the world.</p>
<p>Lake Palawa – ‘a fresh water idea’. Traffic Congestion, Exposed Mud & Disposal of Waste Water</p>	<p>This group combined with the Fix for the Tamar River team. See above</p>
<p>Beautification of Launceston & surrounds. Let’s plant flowers, herbs and vegetables making Launceston and region a tourist hot spot over Spring/Summer/Autumn</p>	<p>The project has created a large garden bed in City Park, now that Spring is here, with the words GREAT and a plaque explaining that this a great regional city. City of Launceston and TAFE planted the garden. The team have provided quantities of spring flowers to the City of Launceston and the councils for Meander Valley, West Tamar and George Town. The project team has spoken to the four local governments (West Tamar, Georgetown, Meander Valley Northern Midlands) whose head gardeners are all pleased with the outcome, and would be more than happy continue with their planting schemes in the future.</p> 
<p>Greater Launceston - A UNESCO Creative City of Gastronomy Launceston has fantastic food and drink and is seeking global recognition as an internationally connected, creative, equitable and sustainable city. This is an important regional project, building regional identity to project nationally and internationally with confidence and pride.</p>	<p>The Creative Cities bid is submitting the application to be a Creative City of Gastronomy to UNESCO in June, 2021. Lynda McKay was employed in December 2020 using GRCC funding in a part-time capacity in conjunction with Fermentasmania to work on the bid. The GRCC funding pays for her to coordinate the application through until bid submission. The City of Launceston formalised their support for the bid at a Council meeting in December, 2020. The Creative Cities Steering Group has secured support from other regional councils.</p> <p>Achievements so far:</p> <ul style="list-style-type: none"> - they have a Facebook & Instagram profiles live - they have a branding and communications plan - they solicited projects, in early 2021 - they have started connecting with more Creative Cities (starting with Bendigo) for the bid.
<p>The Surf City Project To create world class urban river surfing and white-water recreation facilities for everyone to enjoy, every day</p>	<p>The market research stage of the feasibility study for this project with Lucy Blake of Myriad Consulting has completed and an engineering report is identifying likely locations and the feasibility of developing a white-water recreation facility for the greater Launceston region and more broadly. Other funding commitments (on top of the GRCC funds) valued at \$20,000 have been made to the Surf City Project: The project team believe that the total of \$30,000 will be sufficient to complete the research and create a robust report into the Economics and Market Demand for Whitewater and River Surfing Facilities in Tasmania.</p> <p>They held a strategic forum in March, 2021 about the Surf City Project to design a lobbying strategy for Paddle Tasmania’s approach to government and Hydro Tasmania, covering water releases down Cataract Gorge and the health of the Tamar.</p>

	<p>Note: A May Examiner news article indicates that if all the man-made surf parks get up then Australia could have <i>"more than half a dozen artificial breaks and a brand new string to its tourist bow."</i></p>
<p>Australia's 1st ASV competition As the home for Australia's only Maritime College, Launceston and the Tamar River are the ideal home for Australia's first international autonomous and/or controllable boats competition. This festival can make Launceston a more diverse, liveable and connected city.</p>	<p>A GRCC Mentor has been appointed for this project. The project team now includes Tas Enterprize, Van Diemen Project and Defense as mentors. UTAS/AMC is officially collaborating with the project, using their equipment is permitted and they are part of the technical committee. A trademark is registered and a domain name is secured. The project won a \$ 7000 grant from the Tasmanian government. Also, safety equipment such as sea scooters, kayak, and thrusters have been purchased. Several universities such as Curtin University at WA and Flinders University at SA have been contacted and they have shown interest in collaborating with the competition. A grant proposal has been submitted to the Defense Innovation Hub in order to secure funding. Permission from MAST is being sought for a suitable site. The aim is to have the competition to place in summer 2022.</p>
<p>An 'urban fringe trail' for Launceston (to be known as 'The Luft'). Developing 102 km of walking (and wheel friendly) trails for a wide range of participants – showcasing Launceston & surrounds.</p>	<p>Launceston Walking Festival (LWF), run by the Rotary Club of Central Launceston, is planned as a major public event – eventually to grow in the tradition of the Burnie Ten and the Deloraine Arts Festival (another Rotary project). Funding has been used to promote and organise the festival plus upgrade the circuit, including making it wheel-chair friendly. Although Covid 19 has now twice delayed the date of the festival, it is now penciled in for April, 2022.</p>
<p>Supporting, attracting and retaining health professionals in Northern Tasmania Supporting, attracting and retaining essential health related professionals and services is a key to improving living standards and population and economic growth.</p>	<p>The team undertook a network analysis approach to identify the shared purpose / demand / appetite and assets relating to the identified issue. This involved developing and testing a survey instrument with St Giles then testing this with project partners , producing an initial network list.</p> <p>In mid December, 2020 the project informed the GRCC Board as follows: <i>"While the GRCC was the catalyst for the project and the community support leading to allocation of funds was a strong motivator, we have come to the conclusion that the issue is perhaps more significant than we first thought and to generate value for money for the potential project partners we believe that the project needs to be <u>statewide from the start</u>. St Giles has agreed to continue to auspice / lead the project and in conjunction with the other initial proponents - I-med and Ochre Health, we will meet early in the new year to reset the scope / scale and timing of the project. We will not be making a claim on the GRCC for any funding. <u>We believe that this is an excellent example of what the GRCC was set up to achieve - albeit now without the need for GRCC funds</u>. We will continue to provide updates on progress / impact that GRCC can include in its own monitoring / impact evaluation."</i></p> <p>The working group convened in February to revisit / agree on a 12 month action plan. Using activity analysis they are convening a roundtable of trusted relationships to progress the action plan - the idea of a dedicated online community is high on the priority list.</p> <p>NOTE: The funds are being used instead to:</p> <ul style="list-style-type: none"> • \$5,000 to fund the drive to source further community and corporate sponsorships <u>to make the GRCC sustainable long term and not needing ongoing support from government.</u> • \$700 to "top-up" a small shortfall in the funds to pay other projects (caused by the inability of one sponsor to continue to support the GRCC due to the Covid 19 downturn.) • \$4,300 as contingency funds to pay for social media and other marketing or to remain in consolidated revenue for GRCC#2

20.3 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 4557341), and
 2. determines not to engage a suitably qualified organisation to conduct an independent audit of the Community Care and Recovery Grants program.
-

20.3 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...

- *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.*
-

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

- 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'.*

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

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

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.*

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:

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

- 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 Council 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.

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.

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

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.

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 *COVID-19 Pandemic Community Care and Recovery Grants (electronically distributed)*
 2. Memo to Chief Executive Officer - Community Care and Recovery Grants - Audit of Innovations Grant Process and Expenditure
-

COUNCIL AGENDA

Thursday 17 June 2021

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

FILE NO: SF7109, SF7110, SF7120

PG

DATE: 10 June 2021

TO: Michael Stretton Chief Executive Officer

FROM: Paul Gimpl Chief Financial Officer

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)
- Business/organisation operating on or before 31 January 2020
- 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.

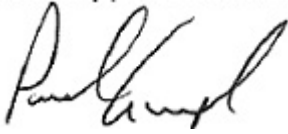
Issues identified:

- 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.
- 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.



Prepared by

Paul Gimpl
Chief Financial Officer

20.4 Cityprom Review**FILE NO:** SF0016/SF0526**CHIEF EXECUTIVE OFFICER:** Michael Stretton

DECISION STATEMENT:

To consider the *Cityprom Review* Report by the NOA Group in order to determine a future direction for Cityprom.

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 10 September 2020 - Cityprom Review

Council - 1 October 2020 - Agenda Item 21.2 - Cityprom Review

Workshop - 3 December 2020 - Cityprom Presentation

Workshop - 8 March 2021 - Cityprom Review

Workshop - 1 April 2021 - Cityprom Review

RECOMMENDATION:

That Council:

1. notes the *Cityprom Review* Report, as prepared by the NOA Group (ECM Doc Set ID 4418661) and agrees to:
 - a. maintain Cityprom as an organisation to market and promote the Launceston central area and that the name and future structure of the organisation be revised to reflect a wider focus area;
 - b. work with Cityprom to establish a broader *core* service area within the Launceston central area with a boundary that is flexible enough to allow marketing and promotion activities in adjacent precincts when opportunities arise and an opt-out membership approach;
 - c. engage with Cityprom to develop a clear documented understanding of Cityprom's roles and responsibilities as well as a formalised collaborative structure between the two organisations;
 - d. uncouple the linkage between the Cityprom boundary and CBD Promotional Rate and complete a staged re-structure over four financial years to broaden the funding of Cityprom from Launceston CBD businesses to the general rate commencing in the 2022/2023 financial year;
-

20.4 Cityprom Review ...(Cont'd)

- e. develop a performance accountability framework for Cityprom which will ensure that Launceston Central City marketing and promotion can proceed with purpose and there can be appropriate reporting on performance; and
 - f. work with Cityprom to review the future structure and board skills mix to emphasize areas relevant to the organisation's purpose. This review should also include whether to continue with automatic board membership of the Council, the Launceston Chamber of Commerce and Visit Northern Tasmania.
2. agrees to establish a working group between Cityprom, the Council and the Launceston Chamber of Commerce to complete the reforms identified in Recommendation 1. by June 2022 with a commencement date for the new arrangements of 1 July 2022.
-

REPORT:Background

Cityprom was formed in 1988 as an agreement between the Council and a group of retailers to formulate a city marketing strategy to meet the needs of the central business district (CBD). The volunteer board and employed staff of Cityprom now work with member businesses to promote the Launceston CBD as a destination.

Cityprom manages a calendar of City events and promotions including *Crazy Day*, Christmas and other events designed to bring people into the City. In addition, Cityprom manages the *VIBE!* Program which aims to activate the *City through project, creative activities, precinct development and beautification or marketing and promotion*. The *VIBE!* Program provides access to advice, assets and equipment, grants and sponsorship and the program has supported various projects including the Launceston Night Market, *Mad Hatter's* Twilight Festival, Launceston Like a Local and the Kingsway Parklet among others.

Under the terms of the current *CBD Marketing Services Grant Agreement 2018-2022* with the Council, Cityprom's purpose to:

- ensure Central Launceston is a vibrant hub for people to live, work, learn, invest, engage and experience, by developing and implementing strategies that encourage creativity, entrepreneurship, innovation, investment and sustainable economic growth to position Launceston as one of the great regional cities;
 - conduct activities that support growth and prosperity of the business sector in the Inner-City area;
 - communicate and facilitate opportunities for business growth and development to the Inner-City Area;
-

20.4 Cityprom Review ...(Cont'd)

- support the inner-City area targets of the City Deal;
- support the strategic direction of the City of Launceston through the implementation of the Greater Launceston Plan and the Launceston City Heart activation plan; and
- support the strategic direction of Northern Tasmania's tourism body and collaborate on the implementation of its strategies.

Funding for the operation of Cityprom is collected from businesses within the CBD area by way of a CBD rate. The quantum of the annual rate is determined between the Council and Cityprom based on the preparation of a budget. The Council provided \$532,000 in 2020/2021 and has budgeted to provide \$543,366 in 2021/2022.

In the 21 years since Cityprom was created it is clear that retail and the CBD has shifted dramatically, along with the needs of the inner City retailers. In light of these changed retail conditions, Council, at its Meeting held on 18 April 2019, resolved to complete a review of Cityprom to assess whether the needs of the CBD are being effectively addressed by the organisation.

Following Council's decision, the Council engaged Dr Louise Grimmer to provide empirical evidence of the drivers and barriers considered to be important for shopping in the Launceston City centre. Dr Grimmer's Report, entitled *The Shopping in the City: Understanding Drivers and Barriers to City Shopping in Launceston* identified that it is imperative that retailers seek to address current changes in consumer shopping behaviour and the continued transition to a digital economy.

Retailing is an essential social, economic and cultural activity and a strong retail sector makes a significant contribution to local communities and to local, state and national economies. The Australian retail sector, like many other international retail sectors, is facing significant challenges at present and there have been a number of high-profile retail closures over the past 18 months.

Trading conditions are equally challenging for the retail sector in Launceston. Physical retailing will always be important for shoppers, but consumers are increasingly demanding a choice of shopping channels through which to engage with retailers. Some stores in Launceston are making, or have made, the transition to offering an online service, but there are many that have not yet done so. Town centres certainly offer more than just shopping, culture and entertainment. Public services are also important, but it is through retailing that the changes happening in town centres are most visible: as shops close and leave vacant retail units behind. Town centre revitalisation is highly ranked on the agenda of local governments, retail marketing and membership associations and broader community organisations. Town centres are regarded as vitally important in boosting local economies and activating communities. The broader economic factors that are impacting on retailing in Launceston include:

20.4 Cityprom Review ...(Cont'd)

- low population growth;
- economic growth (GRP) of the City of Launceston has also been quite low over the past decade;
- low levels of discretionary household income;
- inflation and increasing costs of living are eating into disposable income;
- dramatic shifts in population demographics namely. The impact of aging (1,976 people have moved into the 50 plus category in the past five years to 2016 and approximately 1,000 people have moved into the high personal care category in the past decade);
- a significant net loss (1,063 people) of working age/young families from the City in the five years to 2016;
- the changing cultural demographic with an increase of 1,429 humanitarian migrants living in Launceston in 2016 (typically lower and different conventional retail spend).
- online spending sits at 8% and predicted to grow to 12% by 2025 in a local retail environment with a low adoption rate of online selling or web presence by retailers encouraging local shoppers to shop online with national/international retail brands; and
- rapidly changing traditional retail model now featuring online sales, new payment systems (eg. Afterpay) and an environment of perpetual discounting.

The retail sector is facing unprecedented technological change and the digital economy is rapidly transforming traditional modes of shopping. Consumers are busier than ever, they are much more tech savvy and they want to be able to connect with retailers via multiple channels (ie. in-store, on smartphones, apps and online). Consumer expectations of retailers are significantly changing and retail firms must be agile in responding to an ever-evolving industry and consumer landscape.

More and more people are buying goods online, with research conducted by Australia Post shows more than 73% of Australian households shopped online in 2018. Australians are predominantly purchasing fashion, health and beauty, homewares and appliances, hobbies and recreational goods, media (books, stationery and prints) and specialty food and liquor online. In addition, online marketplaces and discount stores accounted for around one third of online spend.

Recent research conducted by Swinburne University concluded that in order to effectively respond to changing consumer demands retailers must understand exactly what their customers require and offer the appropriate digital or human customer service to meet consumer needs. Retailers must also offer a variety of sales channels so that their customers can choose which channels (eg. physical, online, mobile, app) they prefer to use and at which point of the shopping journey they wish to use them. Importantly the standard of service and the shopping experience should be standardised across channels.

20.4 Cityprom Review ...(Cont'd)

Cityprom Review

The review of Cityprom was scoped in consultation with the Cityprom Board and Councillors. The scope included review of Cityprom to assess whether the organisation's purpose, as defined in the CBD Marketing Services Grant Agreement 2018-2022, is being achieved and whether the marketing needs of the Launceston CBD are being effectively addressed by the organisation.

A request for quote process was conducted in accordance with the City of Launceston's procurement process to identify a suitably qualified independent consultant and the NOA group was engaged in December 2019 to complete the Cityprom Review (the Review).

The Review was completed and presented to the Council by the NOA Group on 20 September 2020, having been substantially delayed by the COVID-19 pandemic. A copy of the Review report is included as Attachment 1.

The NOA Group concluded:

*that the Launceston CBD plays a vital role in the Northern Tasmanian regional economy and the services it offers go beyond retail. It needs to be a liveable place that the local community is proud and that visitors will also enjoy. This requires an agreed vision and collaborative action across a range of management strategies. The competitive advantages of the CBD need to be understood by a wide range of potential markets. **Marketing and promoting the CBD is a shared responsibility between the public and private sectors and an essential activity for future prosperity and growth'***

The Review also highlighted that *building vibrancy into a central business district requires a range of management actions. One of these is marketing. In 2017 The New York Times described marketing as "the art of telling stories so enthralling that people lose track of their wallets". Apart from this monetary gain it also builds a brand and develops loyalty. The benefits of visiting a CBD like Launceston are differentiated from the competition. Strong visitation leads to a stronger economy. Marketing is a core activity for city growth.*

Similarly, the *Shopping in the City Report* by Dr Louise Grimmer emphasises marketing and recommends that: *key stakeholder organisations develop an integrated city marketing campaign to position the city as a speciality shopping destination as well as offering a range of experiences for visitors. The campaign should strongly promote the unique nature of the city, its stores, arcades, eateries and services and bring city business together in a collaborative and positive manner.*

20.4 Cityprom Review ...(Cont'd)

Importantly, both the *Shopping in the City* Report and the NOA Group's *Cityprom Review* concluded that marketing is an essential activity to create a vibrant Launceston CBD into the future. In order to deliver this important activity, the Review has identified five options for the Council's consideration:

Option 1: Make no change to Cityprom; its structure, boundaries and funding.

Option 2: Make no change to Cityprom structure and funding but expand boundaries.

Option 3: Retain Cityprom structure and:

- expand boundaries;
- fund from overall rate pool and other funding strategies;
- members opt-in;
- introduce accountability framework and five year funding and performance review
- review the Board skill set and seek new members;
- institute formal collaborative structure between Cityprom and the City of Launceston around place making, event funding and resource sharing; and
- link the Council and Cityprom by seconding the Council employed activation officer to work alongside Cityprom staff.

Option 4: Cease funding and do not replace with any structure - put responsibility for action and accountability for performance back onto the private sector.

Option 5: Cease funding Cityprom and the City of Launceston forms a city marketing and activation group as part of the Place Making Team and independent business input. To effect this option the following would need to occur:

- a Special Committee of Council be formed to advise and guide the Place Making and Marketing Teams;
- an opt-in marketing partnership arrangement be established with businesses;
- an accountability framework is put in place to enable performance assessment; and
- a term of five years is set with a review to be completed in the fifth year. The result of the review to determine if the arrangement continues.

Cityprom was consulted over the review report and advised the Council that it supported Option 3 with some adaptations. These adaptations are described in the following table and Cityprom's submission on the review is included as Attachment 2.

20.4 Cityprom Review ...(Cont'd)

Adaptation	Synopsis
Name change to better reflect organisation's focus	Change to <i>Launceston Central City</i> to reflect change away from focus solely on promotion and identify where the organisation delivers its services.
Expansion of the boundaries	Believe that it would be beneficial to the City centre to be able to represent, activate and work for the area between the Launceston General Hospital (LGH) in the south, out to Kings Park and Penny Royal to the west and the Seaport heading north, out to the KMart plaza and Racecourse Crescent area in the east.
Redesign of the funding model	Support discontinuation of the current CBD levy and propose funding instead be provided a small increase in the commercial rate across a wider geographical area that is not labelled or specifically attributed to running Cityprom.
An opt out option for businesses	Businesses within the designated area are automatically included in Cityprom, with an ability to opt out by unsubscribing from communications or formally opting out of further communications, which translates to less administrative costs.
Ensure that the board remains diverse with a broad skill base	Wish to retain current elected member system and add two optional invited board members to fill any identified skills gaps on the Board.
Location to remain in a separate building (from the Council)	Cityprom believes that it is important not only to be independent, but also be seen to be independent, with its own office space.
Appointment of a City of Launceston Place Manager who is incentivised to help Cityprom achieve its objective	Proposal for the Council to create a City Place Manager position to be the key liaison person between Cityprom and the City of Launceston, help coordinate City of Launceston's activities and have KPIs related to the success of Cityprom's projects activations and achievements.
Four yearly reviews to be introduced in line with service agreement. Improved accountability and reporting models to be developed in line with the City of Launceston	Cityprom suggests that a roles and responsibilities list be developed which clearly outlines the role, duties and responsibilities of Cityprom and those of the City of Launceston.

20.4 Cityprom Review ...(Cont'd)

Discussion

The Review and the Council's subsequent consideration of the report has identified that the *status quo* is not an option for the marketing and promotion of the Launceston CBD into the future. Similarly, Cityprom has agreed that there are many elements of the current model that need to be reformed in order to deliver a best-practice city marketing and promotions approach into the future.

Councillors have identified the following specific issues which need to be addressed through implementation of the Review:

- a focus on the Launceston CBD is needed;
- value the independence of Cityprom;
- there needs to be tighter and clearer deliverables;
- a shared vision needs to be developed together with improved collaboration;
- regular reviews need to occur;
- rate across the Municipal area (transitional approach); and
- the direction of the organisation has been overly influenced by the different Chief Executive Officer and a stronger more consistent Board position is required, this may include capacity building board and staff.

The key decision for the Council is whether it believes the marketing and promotional needs of the Launceston CBD can be effectively delivered by a reformed Cityprom organisation, as proposed in Option 3 of the review, or whether the Council should act to create an internal City Marketing Group and cease funding Cityprom, as proposed in Option 5 of the Review.

There are pros and cons for each option, however, recent workshops have identified that the Council's preference is to progress with Option 3, with some refinements to the recommendations. The Council's preferred position is outlined below:

1. Retain the Cityprom Organisation

The Launceston CBD is the most significant employment and commercial precinct in Tasmania outside of central Hobart. The area is the region's commercial, administrative and social heart and the leading destination of a wide range of goods including:

- higher order discretionary shopping requirements;
 - commercial office services;
 - professional services;
 - public administration;
 - entertainment, tourism and hospitality;
 - health and medical services;
-

20.4 Cityprom Review ...(Cont'd)

- legal services and justice;
- social welfare support services;
- recreation and sporting activities;
- higher education support; and
- wholesale trade services.

The Council is committed to achieving the Launceston City Heart's Vision of *making central Launceston the premier business, retail and lifestyle hub of Northern Tasmania and to cement the city's reputation as the most liveable regional centre in Australia*. The Review has reinforced that, in order to achieve this vision, the marketing and promotion of the CBD is an essential activity for future prosperity and growth. Accordingly, it is the Council's view that a marketing and promotion organisation must be maintained for Launceston, rather than leaving the marketing and promotion activities to the private sector.

While marketing the City can be left to the private sector, this model tends to fall down because marketing expenditure by a business has an internal focus and does not necessarily promote the public domain. Public domain capital investment and marketing falls to government. Business promotion is only one part of the marketing story. The reality is City marketing requires a collaborative effort with a consistent message, which can only really be effectively delivered by a specialised and focused external organisation.

Accordingly, it is recommended that Cityprom be maintained as an organisation, however, the name and future structure should reflect its broader purpose, eg. Central Launceston Marketing.

2. Clearly identify the roles of Cityprom and institute a formal collaborative structure between Cityprom and the City of Launceston

The Review has identified that the current strategic plan for Cityprom is moving the organisation towards the urban design aspects of place making which is causing overlap and confusion with the Council's operations. The Review correctly concludes that:

... It would not be sensible to duplicate effort and increase Cityprom staffing and resources in place-making. A better strategy is to implement a structure that guarantees a close collaboration.

20.4 Cityprom Review ...(Cont'd)

Commensurate with its strategic plan, Cityprom's focus has increased in recent years, however, its resources have not. Accordingly, Cityprom is now placing additional demand on the City of Launceston resources to fill the void. Additionally, in expanding their focus, Cityprom is overlapping with the City of Launceston's economic development and place making work on various levels. It is the Council's view that place making activities should be carried out by the Council and that Cityprom funding should not be used for activities that seek to modify the Council's assets and/or public realm (such as beautification projects, planter boxes, green walls and the like).

Additionally, both the City of Launceston and Cityprom currently engage in the funding of events aimed at activating the City and this is presenting the opportunity for *double dipping* of the Council's funding by event organisers and is also resulting in a lack of integration between City activation events.

In light of the above, there is no doubt that greater clarity and accountability is required. With clarity of roles and responsibilities, a clear work plan and defined reporting measurement there would be less overlap with the Council's activities. Accordingly, it is recommended that the City of Launceston engage with Cityprom to develop a clear understanding of Cityprom's roles and responsibilities and develop a formalised collaborative structure between the two organisations. Any future structure for marketing and building vibrancy in the CBD must have a formal and collaborative working relationship with the Council.

Given the Council's preference that Cityprom focus be on CBD promotion and marketing rather than place making, it would be appropriate that their principal liaison into the Council should be through the Innovation and Performance Team. This Team is responsible for the Council's economic development function, of which, CBD marketing and promotion is an important component.

3. Expand boundaries and fund Cityprom from overall rate pool

The Review has highlighted that City marketing is a public good.

The Review asked the question - *Will marketing the Central Business District benefit the community as a whole?*

In answering this question, the Review observes that *if the CBD of Launceston developed a reputation as being unsafe, grimy and run-down then Launceston overall would be diminished as a place to live and invest. Economic growth would slow and the ramifications would ripple through the community as a whole. This suggests that an argument can be made that CBD marketing can result in a community wide benefit. It can be considered a public good funded through the general rate.*

20.4 Cityprom Review ...(Cont'd)

Accordingly, it is considered that the Municipal Area is benefiting from the investment being made in the marketing and promotion of the Launceston CBD and that there is significant merit in funding Cityprom from the general rate. The Council adopts this approach for funding regional and sub-regional NRM, tourism and economic development organisations and it is considered that the CBD marketing and promotion should be funded in a similar manner.

In terms of the future funding of Cityprom, the Review concludes that a broader rate-based funding strategy should be retained but the CBD promotional rate should be removed. The broader rate-based approach is justified as any work undertaken to improve and build a vibrant CBD is considered a public good.

It costs approximately \$543,366 to operate Cityprom which is currently borne by the 452 businesses that operate in the Launceston CBD. It is proposed to transition this cost to the general rate base. It is considered that it would cause too great a financial shock to ratepayers if the Council sought to re-structure the funding of Cityprom in one financial year. Accordingly, it is recommended that the re-structure be staged over four financial years, commencing in 2022/2023. This would see the CBD businesses receiving a rate reduction over the three year period until the amount is evenly distributed amongst the rate-base. Financial modelling has demonstrated that this financial re-structure can be accommodated largely in accordance with the Council's Long Term Financial Plan projected rate increases over the period.

Along with diversifying the funding base it is also recommended that the Cityprom area should be increased to include the broader Launceston Central Area with a boundary which is flexible enough to allow marketing and promotion activities in adjacent precincts when opportunities arise. For instance, for events in Riverbend Park and UTAS Stadium, or for regular events such as the Harvest Market which are outside the Cityprom area, but present the opportunity to substantially benefit the Launceston CBD. Additionally, in expanding the core service area the opportunity would exist for Cityprom to work more closely with Visit Northern Tasmania in connecting regional visitor attraction with CBD marketing and promotion. Accordingly, it is recommended that the Council work with Cityprom to establish a broader *core* service area with a boundary that is flexible enough to allow marketing and activation activities in adjacent precincts when opportunities arise.

4. Members opt-in versus opt-out

The Council has debated the merits of a member opt-in approach verses a member opt-out approach.

The Review recommended that an opt-in membership approach should be adopted as it was felt that Cityprom needs to work to encourage businesses to commit and actively opt-in to the organisation.

20.4 Cityprom Review ...(Cont'd)

Essentially what this means is that the businesses located within the core service area are either automatically included as Cityprom members and they have to opt-out if they do not wish to be a member, or alternatively, they are advised that they have the option of being a Cityprom member and can elect to opt-in as a member.

There are pros and cons for both approaches. The opt-in approach would mean that Cityprom would comprise only those businesses that want to commit to be members, which would likely result in a decreased membership. While an opt-out approach would likely see most businesses within the core service area remain as Cityprom members, with fewer expected to make a decision to opt-out.

Accordingly, the Council believes that an opt-out membership approach would be the most appropriate, however, the businesses should still be given the ability to opt-in to specific initiatives that Cityprom undertake.

5. Introduce accountability framework and five year funding and performance review

The Review concluded that, while Cityprom has been busy, there is not an adequate accountability framework to quantify and demonstrate the benefits of their efforts. This makes it difficult to show benefit to the cynical and to be unequivocal about performance. At this point Cityprom is not adequately accountable to its members. Accordingly, a performance accountability framework is needed at the outset so City marketing can proceed with purpose and there can be adequate reporting on performance.

It is recommended that the Council work with Cityprom to develop and implement a performance accountability framework so city marketing and promotion can proceed with purpose and there can be adequate reporting on performance.

6. Review the Board skill set and seek new members

The Review has identified concerns in respect to the skills mix and direction of the Board. It is recommended that in any future structure the board skills mix should be reviewed to emphasise areas relevant to the organisation's purpose. People with the appropriate skills and experience should be invited to participate. A sitting fee could be considered. It is further recommended that the need for automatic board membership of the Chamber of Commerce, Tourism Northern Tasmania and the City of Launceston be reviewed in any future structure.

20.4 Cityprom Review ...(Cont'd)

ECONOMIC IMPACT:

Retail trade is the second largest employing sector in Launceston, employing over 5,000 people or 12.5% of the population (economy .id). One of the four themes of the Council's *Horizon 2021* Plan is to grow the retail and services sector with the objective of developing Launceston's CBD as a premium regional shopping centre serving the needs of the local and regional population and attracting visitors to the City.

Facilitating the growth of Launceston's CBD retail sector provides important economic outcomes including employment. A 10% increase (\$28.1m) in local sales in the retail trade sector is estimated to result in a total increase of 329 jobs in the City of Launceston (direct, industrial and consumption effects).

A 2013 Deloitte Access Economics report titled *Economic impact of tourism marketing expenditure in Tasmania* found that one job was created for every \$4,600 to \$14,700 spent on marketing activity. Provided that Cityprom is successful in marketing the CBD as a key destination to visitors and residents, the investment in Cityprom would be expected to increase foot traffic and dwell time (demand). This means that the annual investment would support approximately 118 jobs which would not exist without this marketing investment (based on the high end of the mentioned return scale).

Furthermore, a report on the Central Geelong Marketing Committee found that for every \$1 of income it received, \$15 was generated. At this rate, Cityprom's \$543,366 annual investment would generate approximately \$8.145m.
<https://timesnewsgroup.com.au/bellarinetimes/news/marketing-of-central-geelong-pays-off/>

As well as the above highlighted economic impacts, it is expected that the overall competitiveness of the Launceston CBD as a destination of choice would be lower without the annual investment into Cityprom. This is based on successful destination marketing activities driving demand.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

The Launceston CBD is becoming increasingly important for hosting social gatherings and events that bring the community together. The opportunity to build social capital through this use of the CBD enhances social diversity and social cohesiveness and supports a more liveable city.

20.4 Cityprom Review ...(Cont'd)

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

1. To actively market the City and region and pursue investment.

BUDGET & FINANCIAL ASPECTS:

The proposed change will have no net changes to the Council's financial position and will re-structure the source of the revenue to fund Cityprom.

In 2020/2021 it cost approximately \$543,366 to operate Cityprom, which is currently borne by the 452 businesses that operate in the Launceston CBD. It is assumed that Cityprom cost will rise annually by CPI. The recommendation of this report is to transition the Cityprom cost from a CBD promotional rate to the general rate base over four financial years, commencing in 2022/2023. This would see the CBD businesses receiving a rate reduction over the four year period until the amount is distributed amongst the rate-base. The transition will occur in a linear fashion with 25% increments per annum over the four year period. Financial modelling has demonstrated that this financial re-structure can be accommodated in accordance with the Council's Long Term Financial Plan projected rate increases over the period (refer table below):

	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30
Rate increase (%)	0.0	3.75	3.75	3.75	3.9	3.9	3.9	3.0	3.0	3.0

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

20.4 Cityprom Review ...(Cont'd)

ATTACHMENTS:

1. Cityprom Review - Final Report - NOA Group (*electronically distributed*)
 2. Cityprom Response to NOA Review Report (*electronically distributed*)
-

21 CLOSED COUNCIL

This decision requires an absolute majority of Council

RECOMMENDATION:

That Council moves into Closed Session to consider the following matters:

21.1 Confirmation of the Minutes

Regulation 35(6) of the *Local Government (Meeting Procedures) Regulations 2015* states that at the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

21.2 Request to Consider Disposal of a Council Asset

Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015* states that a part of a meeting may be closed to the public to discuss:

- (c) commercial information of a confidential nature that, if disclosed, is likely to:
 - (i) prejudice the commercial position of the person who supplied it; or
 - (ii) confer a commercial advantage on a competitor of the council; or
 - (iii) reveal a trade secret;

- (f) proposals for the council to acquire land or an interest in land or for the disposal of land.

21.3 End of Closed Session

To be determined in Closed Council.

22 MEETING CLOSURE
