



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 7 APRIL 2022
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: 7 April 2022

Time: 1.00pm

Certificate of Qualified Advice

Background

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

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

Certification

I certify that:

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



Michael Stretton
Chief Executive Officer

AUDIO of COUNCIL MEETINGS

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

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

PUBLIC ATTENDANCE AT THE COUNCIL MEETING

At the Council Meeting, please take care to follow signage and the directions of Council Officers to ensure that physical distancing and other COVID-19 safe behaviour is observed.

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.

10 January 2022

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

Dear Michael

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 council; and*
 - (b) *a special meeting of council.*

I request that you make necessary arrangements for the Ordinary Meetings of Council to be convened on the following dates for 2022:

27 January	10 February	24 February	10 March	24 March
7 April	21 April	5 May	19 May	2 June
16 June	30 June	14 July	28 July	11 August
25 August	8 September	22 September	5 October	20 October
3 November	17 November	1 December	15 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

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City of Launceston

COUNCIL AGENDA

Thursday 7 April 2022

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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 24 March 2022 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 Mr Mohammad Aldergham (Chief Executive Officer - *Variety, the Children's Charity Tasmania*)

Mr Aldergham will provide information to Council on the *Inclusive Playgrounds* initiative of *Variety, the Children's Charity Tasmania* in an effort to raise awareness of the program to provide an inclusive community for all.

8 PUBLIC QUESTION TIME

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31

8.1 Public Questions on Notice

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

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

8.1.1 Public Questions on Notice - Mr Ray Norman - 24 March 2022**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following questions, submitted to the Council in writing on 24 March 2022 by Mr Ray Norman, have been answered by Mr Michael Stretton (Chief Executive Officer).

Questions:

1. Is it still the case that as the *default trustee* responsible for Queen Victoria Museum and Art Gallery (QVMAG) that you have custody over a *collection of cultural assets* with an estimated replacement value of \$2.4b that includes priceless scientific specimens, the cultural and intellectual property of cultural producers living and deceased?

Response:

The Queen Victoria Museum and Art Gallery (QVMAG) collection is currently valued at \$203.6m and is the responsibility of the City of Launceston to manage.

2. Is it still the case that *deaccessioning* and otherwise disposing of cultural and historic material goes on without direct Council/Trustee oversight and approval? If not where can the records be found? If so, why so?

Response:

The Council is not, and has not, been established as Trustees of the QVMAG acquisition/deaccession procedure. Itemised accounts of annual actions pertaining to QVMAG acquisition/deaccession are published in QVMAG Annual Reports.

3. Is it still the case that the raising of funds for the QVMAG's recurrent expenditures is via taxing ratepayers thus ensuring that expenditure and capital expenditures are secured and uncompetitively without *key performance indicators* (KPIs) being used to assess competitively against appropriate performance outcomes and in competition with other legitimate demands on the Council's budget?
-

8.1.1 Public Questions on Notice - Mr Ray Norman - 24 March 2022 ...(Cont'd)

Response:

No this is not the case. The operations of the QVMAG are the subject of ongoing assessment and review against various benchmarks and KPIs that have been established.

4. Is it still the case that in broad terms, the QVMAG's annual recurrent and anticipated expenditure is something in the order of \$7m per annum without an effective and independent critical oversight of such expenditure in ways that compare like institutions elsewhere? Furthermore, how is this level expenditure accounted for on a monthly and/or quarterly basis? Also, where can such information be accessed?

Response:

This has never been the case. The Council has a budget and annual plan each year of around \$115m and the Councillors provide oversight through means such as the consideration and approval of the various plan and budgets and also through the consideration quarterly reports to Council outlining performance. This includes the operations of the QVMAG. This information can be gained from Council Meeting Agendas and Minutes.

5. Is it still the case that Tasmanian Minister for the Art's has provided the Council with KPIs that must/should met in order that the Council might receive ongoing recurrent grant monies? If so, where can the Council's constituents access this information? Furthermore, is the Council and the QVMAG meeting these KPIs and where is that information available for public scrutiny?

Response:

A response to this question was provided in the Agenda for the Council Meeting held on 10 March 2022. For convenience the response is repeated below:

The Council's funding agreement with the State Government is proposed to include a set of Key Performance Indicators which are to be delivered by the QVMAG. The funding agreement is currently under negotiation with Arts Tasmania. Adoption of the funding agreement will be considered by Council in due course.

8.1.1 Public Questions on Notice - Mr Ray Norman - 24 March 2022 ...(Cont'd)

6. Is it the case that the Council provides funding to the QVMAG and apparently without KPIs, that must/should met by the operation and its staff in order that the Council might measure outcomes against appropriate expectations in competition with other budget allocations. Furthermore, if such KPIs exist, where can a record of them be obtained?

Response:

A response to this question was provided in the Agenda for the Council Meeting held on 10 March 2022. For convenience the response is repeated below:

The Council has been working on a QVMAG Future Direction Plan which will be formally considered at a Council Meeting in the next couple of months.

7. Is it the case that you, as Councillors/Trustees/Custodians, of significant cultural assets and the operation of cultural institution you are *comfortable* with the level of QVMAG's governance provided by yourselves and consequently your accountability to constituents, donors, sponsors, the research community and the funding agencies, institutions and *trusts* that fund QVMAG activities?

Response:

This is really a question that can only be answered by each individual Councillor. However, as an overarching statement and as previously outlined, the Council applies oversight to the operations of the QVMAG through means such as the consideration and approval of the various plans and budgets, but also through the consideration of quarterly reports to Council outlining performance.

8. Is it the case that you, as Councillors/Trustees/Custodians (recent and past Councils), oversighted a situation that has deteriorated incrementally to the extent that in order to protect all that is now invested and that has been invested, in the QVMAG for over 130 years indicates that you now need to take urgent action to protect these iconic Tasmanian cultural assets and institution?

Response:

No, this is not the case.

8.1.1 Public Questions on Notice - Mr Ray Norman - 24 March 2022 ...(Cont'd)

9. Given that it appears that the QVMAG as an institution has not been presented a *performance review* of any kind since the 2021 Annual General Meeting when does the Council expect to be able to:
- report on comparative attendance levels for the past 18 months and the *metrics* relative to cost of a visitation to the QVMAG's campuses;
 - report on current staffing levels, effective full time and casual and its skills base;
 - report on the current status of the QVMAG collections audit;
 - report on programming and future planning relative to the institution's *purpose for being*;
 - report on the operations research outcome and consequent publications;
 - report on acquisitions, gifts, donations and any proposed, deaccessions or proposed asset disposals;
 - report on any awards, grants received or gifts received by the QVMAG of individual staff members?

Response:

It is not the case that the QVMAG has not reported to the Council since the 2021 Annual General Meeting. The Council has been developing a Future Direction Plan for the QVMAG for some time and has been in liaison with the State Government in this process. This will be formally considered by Council in the near future. However, it is noted that much of the information that has been cited in the question is operational in nature which is managed by the General Manager Creative Arts and Culture.

10. Do you as Councillors and the default Trustees, the QVMAG's governing body, believe that you are fully accountable, indeed appropriately accountable, for the expenditure of monies levied from ratepayers, drawn from the *public purse* and the donations to the institution by benefactors of various kind providing cash, in-kind support and not to mention important cultural assets to be held in trust?

Response:

Yes. Refer previous responses.

ATTACHMENTS:

1. Public Questions on Notice - Mr Ray Norman - 24 March 2022
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Attachment 1 - Public Questions on Notice - Mr Ray Norman - 24 March 2022

Against the background of previous questions to Council that essentially remain unanswered and given the high level of expenditure drawn from the city's ratepayers' rate demand and Council drawing on the '**public purse**' it is more than timely that they, and others, be asked again.

1... Is it still the case that as the '**Default Trustee**' responsible for Queen Victoria Museum and Art Gallery (QVMAG) that you have custody over a '**collections of cultural assets**' with an estimated replacement value of **\$2.4 Billion** that includes priceless scientific specimens, the cultural and intellectual property of cultural producers living and deceased?

2... Is it still the case that '**deaccessioning**' and otherwise disposing of cultural and historic material goes on without direct Council/Trustee oversight and approval? If not where can the records be found? If so, why so?

3... Is it still the case that the raising of funds for the QVMAG's recurrent expenditures is via taxing ratepayers' thus ensuring that expenditure and capital expenditures are secured and uncompetitively without '**key performance indicators**' (**KPIs**) being used to assess competitively against appropriate performance outcomes and in competition with other legitimate demands on Council's budget?

4 ... Is it still the case that in broad terms, the QVMAG's annual recurrent and anticipated expenditure is something in the order of **\$7 Million** per annum without an effective and independent critical oversight of such expenditure in ways that compare like institutions elsewhere? Furthermore, how is this level expenditure accounted for on a monthly and/or quarterly basis? Also, where can such information be accessed?

5 ... Is it still the case that Tasmanian Minister for the Art's has provided Council with **KPIs** that must/should met in order that Council might receive ongoing recurrent grant monies? If so where can Council constituents access this information? Furthermore, is Council and the QVMAG meeting these **KPIs** and where is that information available for public scrutiny?

6... Is it the case that Council provides funding to the QVMAG and **apparently without KPIs** that must/should met by the operation and its staff in order that Council might measure outcomes against appropriate expectations in competition with other budget allocations. Furthermore, **IF** such **KPIs** exist where can a record of them be obtained?

7 ... Is it the case that you as Councillors/Trustees/Custodians of significant cultural assets and the operation of cultural institution you are '**comfortable**' with the level of QVMAG's governance provided by yourselves and consequently your accountability to constituents, donors, sponsors, the research community and the funding agencies, institutions and '**trusts**' that fund QVMAG activities?

8 ... Is it the case that you as Councillors/Trustees/Custodians (*recent and past Councils*) oversights a situation that has deteriorated incrementally to the extent that in order to protect all that is now invested, and that has been invested, in the QVMAG for over **130 years** indicates that you now need to take urgent action to protect these iconic Tasmanian cultural assets and institution?

9 ... Given that it appears that the QVMAG as an institution has not been presented a '**performance review**' of any kind since the **2021 AGM** when does Council expect to be able to:

- Report on comparative attendance levels for the past 18 months and the '**metrics**' relative to cost of a visitation to the QVMAG's campuses;
- Report on current staffing levels, effective full time and casual and its skills base;
- Report on the current status of the QVMAG collections audit;
- Report on programming and future planning relative to the institution's '**purpose for being**';
- Report on the operations research outcome and consequent publications;
- Report on acquisitions, gifts, donations and any proposed, deaccessions or proposed asset disposals;
- Report on any awards, grants received or gifts received by the QVMAG of individual staff members?

10... Do you as Councillors and the default Trustees, the QVMAG's governing body, believe that you are fully accountable, indeed appropriately accountable, for the expenditure of monies levied from ratepayers, drawn from the '**Public Purse**' and the donations to the institution by benefactors of various kind providing cash, in-kind support and not to mention important cultural assets to be held in trust?

8.1.2 Public Questions on Notice - Mr Ray Norman - 26 March 2022**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following questions, submitted to the Council in writing on 26 March 2022 by Mr Ray Norman, have been answered by Mr Michael Stretton (Chief Executive Officer).

Questions:

1. Firstly, is there a Committee, officer or Councillor tasked to liaise with and work with community groups in order that their issues can be appropriately brought to the attention of Council and addressed when and where appropriate?

Response:

Yes. The Council employs Officers in many professions and disciplines who are available to work with community groups depending upon their circumstances and needs. For example, Officers in the Community Development Team will provide community development advice and support, whilst officers in the City Development Team will provide land use advice and support (etc). However, the Council cannot be all things to all people and there will be certain situations where the Council simply cannot meet the needs of a particular community group. Both Councillors and Officers work hard to ensure that these situations are thankfully in the minority.

2. If there is not such a Committee, officer or Councillor - as there is in other jurisdictions - what is the Council's strategic rationale for not offering such a service to ratepayers et al in a municipality that arguably levies one of Australia's highest Council rate demands?

Response:

It is simply not the case that the City of Launceston levies one of Australia's highest rate demands. The City of Launceston's rate demand is not even the highest within Tasmania. As outlined in the response to Question 1, the Council does provide support for community groups across its range of services depending upon the circumstances and needs of the group.

8.1.2 Public Questions on Notice - Mr Ray Norman - 26 March 2022 ...(Cont'd)

3. If there is such a Committee, officer or Councillor, where is this advertised and by what means can a community group/organisation discover that, contact key personnel, engage with and thus become a recipient of the services available and on offer it any?

Response:

Any community group is able to make enquiries of the Council through the various contact points - refer: <https://www.launceston.tas.gov.au/Contact>. The Council will refer any such requests to the appropriate Officers for follow up and response.

*All the Council's Committees can be found at:
<https://www.launceston.tas.gov.au/Council/Committees>.*

4. If there is such a Committee, officer or Councillor, what fees for access to their services are payable on the expectation of an agreed outcome will be delivered?

Response:

Nil.

5. If there is such a Committee, officer or Councillor, where and how is their existence marketed, along with the criteria for eligibility service provision and the scope of servicing articulated, in order that the communality is provided with meaningful opportunities to seek assistance?

Response:

Information on the Council's services is provided on the City of Launceston's website.

6. If there is such a Committee, officer or Councillor - assuming that there should/could be - what kind of timeframe might community members expect, or plan for, in regard to receiving first contact and ultimate engagement relative to their issue in hand?

Response:

*Please refer to the Council's Customer Service Charter at:
<https://www.launceston.tas.gov.au/Contact>.*

8.1.2 Public Questions on Notice - Mr Ray Norman - 26 March 2022 ...(Cont'd)

7. If there is such a Committee, officer or Councillor, is there a dedicated budget allocation in the Council's recurrent budget to enable it/them to fulfil their role effectively and in a timely way?

Response:

The annual plan and budget provide resources for the Council's Officers to respond to service requests received from community groups. There is no single budget allocation, nor does there need to be.

8. If there is such a Committee, officer or Councillor, why does it/they not formally report to Council on a timely basis given that currently this appears not to be the case?

Response:

Matters concerning enquiries from community groups will be presented to Meetings of Council when there is need for a Council decision. This will generally relate to requests for funding and/or other forms of support.

ATTACHMENTS:

1. Public Questions on Notice - Mr Ray Norman - 26 March 2022
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Attachment 1 - Public Questions on Notice - Mr Ray Norman - 26 March 2022

Against the background of being alerted to the City of Launceston apparently being unable to or ill equipped to work with a community group faced with closure and looking to navigate a way forward, it is concerning that such groups are unable make a meaningful connection with either Council management or a Councillor and thus the following question need to be asked:

- 1..... Firstly, is there a committee, officer or Councillor tasked to liaise with and work with community groups in order that their issues can be appropriately brought to the attention of Council and addressed when and where appropriate?
- 2..... If there isn't such a committee, officer or Councillor – *as there is in other jurisdictions* – what is Council's **strategic rationale** for **not** offering such a service to ratepayers et al in a municipality that arguably levies one of Australia's highest Council rate demands?
- 3..... If there is such a committee, officer or Councillor, where is this advertised and by what means can a community group/organisation discover that, contact key personnel, engage with and thus become a recipient of the services available and on offer it any?
- 4..... If there is such a committee, officer or Councillor, what fees for access to their services are payable on the expectation of an agreed outcome will be delivered.
- 5..... If there is such a committee, officer or Councillor, where and how is their existence marketed, along with the criteria for eligibility service provision and the scope of servicing articulated, in order that **'the communality'** is provided with meaningful opportunities to seek assistance?
- 6..... If there is such a committee, officer or Councillor – *assuming that there should/could be* – what kind of timeframe might community members expect, or plan for, in regard to receiving first contact and ultimate engagement relative to their issue in hand?
- 7..... If there is such a committee, officer or Councillor, is there a dedicated budget allocation in the Council's recurrent budget to enable it/them to fulfil their role effectively and in a timely way?
- 8..... If there is such a committee, officer or Councillor, why does it/they not formally report to Council on a timely basis given that currently this appears not to be the case?

Ray Norman

8.1.3 Public Questions on Notice - Mr Ray Norman - 26 March 2022**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following questions, submitted to the Council in writing on 26 March 2022 by Mr Ray Norman, have been answered by Mr Michael Stretton (Chief Executive Officer).

Questions:

1. Will Council now task the Chief Executive Officer to initiate a proactive marketing strategy that advocates that eligible people to enrol to vote at the next Local Government Election?

Response:

The Council's focus in the lead up to the Local Government elections will be to provide information for prospective candidates and there will be a public information session or sessions held closer to the election. The Council will support efforts made by the Tasmanian Electoral Commission and/or the Local Government Association of Tasmania in relation to encouraging voter participation.

2. Furthermore, will you as Councillors make yourselves available to discuss with the city's eligible residents et al their eligibility to vote in Local Government elections in Tasmania?

Response:

This is a matter for each Councillor to answer individually. However, as a collective, it would be fair to acknowledge that the contact details for all Councillors are made publicly available for any persons wishing to engage with them.

3. Furthermore, will you as Councillors set in motion a strategic initiative via social media and other means to assist and encourage eligible citizens to participate in the city's democratic processes?

Response:

Refer to previous responses.

8.1.3 Public Questions on Notice - Mr Ray Norman - 26 March 2022 ...(Cont'd)

4. Finally, will you as Councillors ensure that the city's website makes all relevant information in regard to this matter clearly available and accessible?

Response:

Information and/or links to information is provided on the Council's website and is updated as new information and resources become available.

ATTACHMENTS:

1. Public Questions on Notice - Mr Ray Norman - 26 March 2022
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Attachment 1 - Public Questions on Notice - Mr Ray Norman - 26 March 2022

Against the background that past Councils, including a cohort of current Councillors – *then Aldermen* – were disinclined and antithetic to the concept of proactively encouraging Launceston citizens **NOT** on the Australian electoral roll to apply to be included on the city's **General Manager's Roll** – *that is resident non Australian citizens, property owners, business proprietors living outside the municipality et al.* A great many of these citizen residents are employed providing services ratepayers and local businesses could not afford to be without. Indeed, they are significant contributors to the municipality's economy and any sense of civic wellbeing citizens enjoy. Thus the following questions arise:

- 1.... Will Council now task the GM/CEO to initiate a proactive marketing strategy that advocates that eligible people to enrol to vote at the next Local Government Election?
- 2.... Furthermore, will you as Councillors make yourselves available to discuss with the city's eligible residents et al their eligibility to vote in Local Government elections in Tasmania?
- 3.... Furthermore, will you as Councillors set in motion a strategic initiative via social media and other means to assist and encourage eligible citizens to participate in the city's democratic processes?
- 4.... Finally, will you as Councillors ensure that the city's website makes all relevant information in regard to this matter clearly available and accessible?

Ray Norman

8.1.4 Public Questions on Notice - Mr Ray Norman - 27 March 2022**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following questions, submitted in writing to the Council on 27 March 2022 by Mr Ray Norman, have been answered by Mr Michael Stretton (Chief Executive Officer).

Questions:

1. Is it the case that in 2018 Council workshopped a policy determination off the records and away from public scrutiny that in fact contravenes the *Local Government Act 1993* (Tas) both in law and the spirit of the Act in regard to opting out of the payment of a levy?

Response:

No, this is not the case. The current Residential Waste Charges Policy (the Policy) was formally approved by Council at its Meeting on 11 July 2019. The relevant Agenda may be accessed at: <https://www.launceston.tas.gov.au/Agendas-Minutes>.

2. Is it the case that it is ambiguous as to whether or not the policy that ratepayers cannot opt out of the payment of the levy for the kerbside recycling and garbage under any circumstance and apparently in contravention of the Act is apparently not appropriately determined in open Council and voted on by Councillors at the table?

Response:

No, this is not the case. The Policy clearly sets out that single residential rateable properties cannot opt out of the kerbside recycling or garbage service, unless, in the opinion of the General Manager, a property cannot be serviced due to the condition of the road (including practicability to use by collection vehicles), status/limitation given non-public roads, or due to commercial considerations (including unreasonable cost to provide the service). In such situations, the ratepayer can choose to either:

- (a) provide their own service and have the waste charge removed from their annual rates bill, or*
 - (b) pay the waste charge and move their bins to the nearest serviceable road on each collection day.*
-

8.1.4 Public Questions on Notice - Mr Ray Norman - 27 March 2022 ...(Cont'd)

3. Is there any fairness or justice at all in imposing a levy upon ratepayers who at their own expense, and by their own means, have determined to manage unused and surplus to requirement resources - deemed by the Council to be waste - in accord with zero waste imperatives on their own property and sustainably so?

Response:

The Policy is in place to ensure that the Council is able to deliver efficient and cost effective municipal services. In order to achieve this it is necessary that there is certainty of funding for the services as well as equity across the rate-base.

4. Moreover, given that the Council demonstrably remains committed to be persistent in maintaining an expensive and environmentally recalcitrant landfill waste management strategy while tried, tested, proven and implemented strategies are available and in use in other Australian jurisdictions, is there any fairness or equity in denying ratepayers the opportunity to opt out of a waste management strategy that does not fit their circumstance while they themselves recover and use resources deemed by Council to be waste?

Response:

Please refer to the Council's website: <https://www.launceston.tas.gov.au/Natural-Environment-and-Waste/Waste-Centres> to fully understand the Council's waste management service. It is vital that efficient and cost effective waste collection services are provided by the Council and the Policy ensures this can be achieved.

5. Is it the case that as Councillors representing Launceston's citizenry are disinclined to engage with ratepayers in regard to matters such those presented here?

Response:

No, this is not the case. It is clear that the Policy was considered by Council in an open meeting which provides transparency in its decision making. The contact details for all Councillors are made publicly available for any persons wishing to engage with them.

8.1.4 Public Questions on Notice - Mr Ray Norman - 27 March 2022 ...(Cont'd)

6. Furthermore, is it the case that Council, despite its climate emergency policy has determined not to be proactive in pursuance of anything resembling zero waste and 21stC recourse recovery strategies any time soon?

Response:

This is not the case. Please refer to the Council's website at: <https://www.launceston.tas.gov.au/Natural-Environment-and-Waste/Sustainability> and the Towards Zero Emissions Action Plan 2021-2025 which was approved by Council on 29 July 2021 at: <https://www.launceston.tas.gov.au/Agendas-Minutes> to better understand the Council's actions in this area.

ATTACHMENTS:

1. Questions on Notice - Mr Ray Norman - 27 March 2022
-

Attachment 1 - Public Questions on Notice - Mr Ray Norman - 27 March 2022

Against the background of information that has been passed to me it is clear that the City of Launceston has a case to answer in unequivocal terms and likewise as does the Minister for Local Government. One ratepayer has put a proposition to you as Councillors that he is not receiving fair and equitable treatment from both yourselves and Council management – *see*

<https://rn4townhall.blogspot.com/p/ratepayers-letters.html> for context. Consequently the following question must be answered in order that Council's compliance with the Local Government Act 1993 can be demonstrated.

- 1... Is it the case that in 2018 Council ***“workshopped”*** a policy determination off the records and away from public scrutiny that in fact contravenes the Local Govt. Act both in law and the spirit of the Act in regard to opting out of the payment of a levy?
- 2... Is it the case that it is ambiguous as to whether or not the policy that ratepayers cannot ***‘opt out’*** of the payment of the levy for the kerbside recycling and garbage under any circumstance and apparently in contravention of the Act is apparently ***not*** appropriately determined in open Council and voted on by Councillors ***‘at the table;’***?
- 3... Is there any fairness or justice at all in imposing a levy upon ratepayers who at their own expense, and by their own means, have determined to manage unused and surplus to requirement ***‘resources’*** – *deemed by Council to be “waste”* – in accord with **ZERO WASTE** imperatives on their own property and sustainably so?
- 4... Moreover, given that Council demonstrably remains committed to be persistent in maintaining an expensive and environmentally recalcitrant ***‘LANDFILL WASTE MANAGENT STRATEGY’*** while tried, tested, proven and implemented strategies are available and in use in other Australian judications, is there any fairness or equity in denying ratepayers the opportunity to opt out of a ***‘waste management’*** strategy that does not fit their circumstance while they themselves recover and use resources deemed by Council to be ***‘waste’***?
- 5... Is it the case that as Councillors representing Launceston's citizenry are disinclined to engage with ratepayers in regard to matters such those presented here?
- 6... Furthermore, is it the case that Council, despite its **CLIMATE EMERGENCY POLICY**, has determined not to be proactive in pursuance of anything resembling **ZERO WASTE** and 21stC **RECOURSE RECOVERY** strategies any time soon?

Ray Norman

8.2 Public Questions Without Notice

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

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

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

9 PLANNING AUTHORITY

No Development Applications have been identified as part of this Agenda

10 ANNOUNCEMENTS BY THE MAYOR

10.1 Mayor's Announcements

FILE NO: SF2375

Wednesday 30 March 2022

- Attended Mudlark Theatre's show *Girl Running, Boy Falling*

Thursday 31 March 2022

- Attended the *Junction Arts Festival* event

Friday 1 April 2022

- Attended *Cricket North's* - end of season presentations at the Northern Tasmanian Cricket Association

Monday 4 April 2022

- Attended the 30th birthday cocktail event for the *Northern Occupational Support Service Tasmania*
- Attended the *Wider Earth Performance* at the Princess Theatre

Tuesday 5 April 2022

- Hosted a civic function to mark the *60th anniversary of Tatlers Women Writers of Northern Tasmania* at Town Hall

Wednesday 6 April 2022

- Officiated at the quarterly citizenship ceremony at the Tramsheds, Inveresk
-
-

11 COUNCILLORS' REPORTS

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

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

Local Government (Meeting Procedures) Regulations 2015 - Regulation 30

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

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

12.2 Questions Without Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 29

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

13 COMMITTEE REPORTS**13.1 Cataract Gorge Reserve Advisory Committee Meeting - 8 February 2022****FILE NO:** SF0839**AUTHOR:** Anthea Rooney (Council and Committees Officer)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To receive and consider a report from the Cataract Gorge Reserve Advisory Committee Meeting held on 8 February 2022.

RECOMMENDATION:

That Council receives the report from the Cataract Gorge Reserve Advisory Committee Meeting held on 8 February 2022.

REPORT:

The Cataract Gorge Reserve Advisory Committee Meeting held on 8 February 2022 discussed the following topics under the heading of the Current Strategic Outcomes Actions (2020-2025) with particular reference to:

1. *Theme 1 - Environmental Management (Weeds)* - noting that Recreation and Parks are reviewing and developing the weed management plan for the Gorge to include a schedule for treatment and other vegetative management works. The discussion also included a presentation from external consultants on the Cataract Gorge Weed Management Plan through to 2030; and
2. *2020 - 2025 Towards Implementation* - with a presentation including a consolidation of the carry over projects from the past five years or the Re-Imagining the Cataract Gorge Final Plan and including the plan's forecast of projects and programs. An implementation schedule will be prepared.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

**13.1 Cataract Gorge Reserve Advisory Committee Meeting - 8 February 2022
...(Cont'd)**

SOCIAL IMPACT:

Not considered relevant to this report.

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.

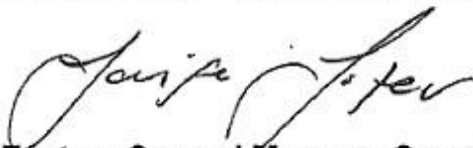
BUDGET & FINANCIAL ASPECTS:

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.



Louise Foster - General Manager Organisational Services Network

13.2 Cultural Advisory Committee Meeting - 9 February 2022**FILE NO:** SF7357**AUTHOR:** Mengda Liu (Cultural Development Officer)**GENERAL MANAGER:** Dan Ryan (Community and Place Network)

DECISION STATEMENT:

To receive and consider a report from the Cultural Advisory Committee Meeting held 9 February 2022.

RECOMMENDATION:

That Council receives the report from the Cultural Advisory Committee Meeting held on 9 February 2022.

REPORT:

The first Meeting of the Cultural Advisory Committee in 2022 was held virtually via Microsoft Teams on 9 February 2022. Members of the Committee displayed high levels of enthusiasm, energy and thoughtful engagement.

The Council's Deputy Mayor and Cultural Advisory Committee Chairperson, Councillor Danny Gibson, welcomed the Committee members and provided a brief outline of the Agenda for the Meeting. An Acknowledgement of Country used by TasDance was delivered.

Significant discussion on the Cultural Strategy's strategic focus area 4 - *Reveal our Cultural Stories* was followed by a recap of the discussion in the last Meeting on the strategic focus area 5 - *Build and Extend Partnerships* delivered by the Chair.

The Committee was updated on the following:

- CBD Street Furniture Upgrade project;
- City of Launceston's Cultural Strategy Implementation Framework progress;
- City of Launceston's inaugural Public Art Strategy consultant engagement;
- *ARTBOX* project; and the
- Launceston Busking Competition.

In general business, community representative members shared information of Launceston's upcoming cultural events with Committee members. The Chair recommended that information of the Council's arts and culture projects need to be shared with the Committee in the future.

13.2 Cultural Advisory Committee Meeting - 9 February 2022 ...(Cont'd)

The final Agenda Item was the call for nominations of members to the *Launceston Busking Competition* Panel in order to assist with assessing submissions.

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 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.



Dan Ryan (General Manager Community and Place Network)

13.3 Launceston Access Advisory Committee Meeting - 2 March 2022**FILE NO:** SF0025**AUTHOR:** Tracey Mallett (Manager Liveable Communities)**GENERAL MANAGER:** Dan Ryan (Community and Place Network)

DECISION STATEMENT:

To receive and consider a report from the Launceston Access Advisory Committee Meeting 2 March 2022.

RECOMMENDATION:

That Council receives the report from the Launceston Access Advisory Committee Meeting held on 2 March 2022.

REPORT:

A very engaging and productive meeting was held on Wednesday, 2 March 2022, with good attendance. The major component of the Agenda was a Workshop about the impact of e-scooters on people with a disability and in attendance were representatives of both Beam and Neuron. A number of topics were raised by Committee members to which both providers were able to provide good information. There were also some suggestions on how to ensure that scooters were not creating issues for people with disabilities, specifically around how and where they were parked, clear information on where the *no ride zones* were and some suggestions for audible notifications. It was agreed that whilst education could help with some aspects, that inappropriate behaviour needed to be actioned by the providers or Tasmania Police. It was clarified that any issues be reported directly to the providers for rapid responses.

The remainder of the meeting focussed on the *2022 Action Plan for the Access Framework for Action*, adopted by Council in 2020. It was recognised that the 2021 action plan was too ambitious given the limited resources within the Council despite the best intentions. So, whilst a number of these initiatives will be carried over to the *2022 Action Plan*, not too many new ones will be added in order to celebrate those that can be achieved. Committee members are to provide their feedback on proposed actions over the next quarter.

ECONOMIC IMPACT:

Not considered relevant to this report.

13.3 Launceston Access Advisory Committee Meeting - 2 March 2022 ...(Cont'd)

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

This Committee aims to have a positive social impact on the community of Launceston, particularly for those with a disability or those who care for someone with a disability. The Committee is keen to contribute to Launceston becoming as accessible and inclusive as possible.

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.



Dan Ryan (General Manager Community and Place Network)

13.4 Audit Panel Meeting - 15 March 2022**FILE NO:** SF3611**AUTHOR:** Paul Gimpl (Chief Financial Officer)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To receive a report from the Audit Panel Meeting held on 15 March 2022.

RECOMMENDATION:

That Council receives the report from the Audit Panel Meeting held on 15 March 2022.

REPORT:

The newly appointed chair of the Audit Panel, Ric De Santi opened the meeting and welcomed new independent member Ken Clarke to his first meeting.

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

5.1 Internal Audit Report

Details A brief update on the progress of internal audits was presented by Malcolm Matthews of Crowe with all internal audit reviews expected to be completed by 30 June 2022 as planned.

Action The Audit Panel noted the item.

6.1 External Audit Report

Details The Tasmanian Audit Office attended the meeting and discussed the proposed Financial Audit Strategy for the year ending 30 June 2022.

Action: The Audit Panel noted the item.

7.1 Outstanding Internal and External Audit Items

Details Nine outstanding items were approved by the Audit Panel as resolved and timelines for completing the remaining outstanding issues discussed.

Action: The Audit Panel approved nine outstanding items as resolved.

8.1 Capital Report

Details The Panel noted the results for the quarter ending 31 December 2021.

Action The Audit Panel noted the item.

13.4 Audit Panel Meeting - 15 March 2022 ...(Cont'd)

8.2 Budget Amendments

Details The Panel noted the 2021/2022 Budget Amendments.

Action The 2021/2022 Budget Amendments were approved at the Council Meetings on 2 December 2021 and 10 February 2022.

8.3 Financial Statements (Analysis and Commentary)

Details The Panel noted the results for the quarter ending 31 December 2021.

Action The Financial Statements for the period ending 31 December 2021 are presented within this Council Agenda.

9.1 Investment returns and Balances

Details The Panel discussed the continued low returns the Council is currently receiving on funds invested and noted the investment report showing year to date returns.

Action The Audit Panel noted the item.

10.1 Risk Report

Details A presentation was made to the Panel that discussed the aims of the Risk Review Panel that has been established to ensure Council risks are being adequately addressed. The Risk Review Panel will serve as a second line of defence.

Action The Audit Panel noted the item.

10.2 Work Health and Safety

Details The Audit Panel noted a presentation that overviewed Work Health and Safety performance, trends and initiatives.

Action The Audit Panel noted the item.

11.1 Audit Panel Work Plan for 2022

Details The Audit Panel discussed the proposed 2022 work plan.

Action The Audit Panel resolved that the Chair would discuss with management to prepare a draft plan which would be circulated to the Panel prior to it being tabled at the next meeting for adoption.

12.1 Chief Executive Officer's Risk Certificate

Details The General Manager's priority list of risk issues were presented and discussed.

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

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

13.4 Audit Panel Meeting - 15 March 2022 ...(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.

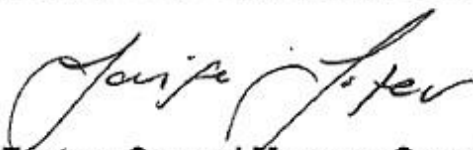
BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

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



Louise Foster - General Manager Organisational Services Network

14 COUNCIL WORKSHOPS

Local Government (Meeting Procedures) Regulations 2015 - Regulation 8(2)(c)

14.1 Council Workshop Report

FILE NO: SF4401

AUTHOR: Anthea Rooney (Council and Committees Officer)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RECOMMENDATION:

That, pursuant to Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, Council notes the Council Workshops conducted since the last Council Meeting, for the purposes described:

Workshops conducted on 31 March 2022 were:

Public Art Strategy Background

Councillors were provided with information on the rationale for the development of the City's inaugural Public Art Strategy.

Albert Hall Conservation Management Plan

Councillors had an opportunity to discuss the Albert Hall Conservation Management Plan.

Nexsphere

Councillors received a presentation on Nexsphere's proposed offshore wind energy project.

City Park Monkeys

Councillors discussed the management of the City Park monkeys.

Homeless Locker Trial Update

Information was provided on an update on the trial of homeless lockers in Royal Park and a desire to extend trial period.

Follow up Discussion - Budget 2022/2023

Councillors engaged in follow up discussions regarding the proposed 2022/2023 budget.

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

Local Government Reform

The Local Government Board Review was discussed in order to consider the policy positions that will be adopted by the Council.

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:

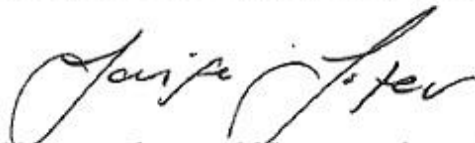
Not considered relevant to this report.

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

No Items have been identified as part of this Agenda

19 ORGANISATIONAL SERVICES NETWORK ITEMS**19.1 Financial Report to Council - 31 December 2021****FILE NO:** SF3611**AUTHOR:** Nathan Williams (Manager Finance)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider Council's financial performance for the period ended 31 December 2021.

PREVIOUS COUNCIL CONSIDERATION:

Audit Panel - 15 March 2022 - Agenda Item 8.1 - Capital Report

Audit Panel - 15 March 2022 - Agenda Item 8.3 - Financial Statements (Analysis and Commentary)

RECOMMENDATION:

That Council adopts the operational and capital financial reports for the period ended 31 December 2021 and notes that the operational report discloses an underlying deficit of \$1.339m, favourable against a budgeted deficit of \$5.497m.

REPORT:

The attached Statement of Comprehensive Income (Attachment 1) for the six months to 31 December 2021 discloses significant variances.

The report discloses an underlying deficit of (\$1.339m) for the quarter ending 31 December 2021, which is a favourable variance of \$4.157m compared to a budgeted deficit of (\$5.497m).

The favourable revenue variance is attributable to stronger than budgeted rates revenue due to supplementary valuations, and fees and charges being significantly more than budgeted for by the Launceston Aquatic and at the Launceston Waste Centre. The overall fees and charges variance would have been greater if the Paterson Street Central and Northern Inveresk Car Parks were operational.

19.1 Financial Report to Council - 31 December 2021 ...(Cont'd)

The favourable UTAS Stadium fees and charges variance is offset by a corresponding unfavourable variance in materials and services. This is due in large part to the additional AFL matches held in 2021.

The favourable labour variance has arisen from both staff vacancies and a budgeted 2.25% Enterprise Bargaining Agreement (EBA) increase that is yet to be implemented. The variance will reduce dependent upon the outcome of EBA negotiations expected prior to the end of the financial year.

The Capital Report shows a total approved budget of \$92.1m.

Total actual and committed expenditure year-to-date is \$39.3m, comprised of:

- work in progress expenditure carried over from previous financial years of \$19.9m;
- actual year-to-date expenditure of \$10.8m and
- committed expenditure of \$8.6m.

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:

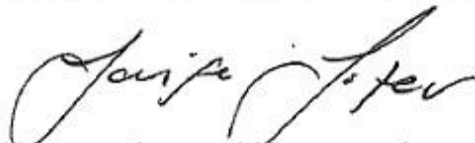
As per the report.

19.1 Financial Report to Council - 31 December 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

ATTACHMENTS:

1. Statement of Comprehensive Income
 2. Capital Expenditure Report 1
 3. Capital Expenditure Report 2
-

Attachment 1 - Statement of Comprehensive Income

CITY OF LAUNCESTON
Statement of Comprehensive Income
For Year to Date 31 December 2021

	2021/22 YTD \$ Actual	2021/22 YTD \$ Budget	Variance YTD \$ Fav/(Unfav)
REVENUES FROM ORDINARY ACTIVITIES			
Rates	37,500,316	37,271,389	228,927
User Fees and Charges	11,999,016	10,061,358	1,937,658
Statutory Fees & Charges	2,954,711	2,747,325	207,386
Capital Grants	1,898,077	524,982	1,373,094
Financial Assistance Grants	1,129,939	1,129,939	-
Other Operational Grants	908,981	712,200	196,781
Interest	219,292	254,243	(34,951)
Interest Committed	-	-	-
Investment Revenue	1,362,000	1,362,000	-
Bequests	60,938	35,500	25,438
Other Income	1,334,927	966,017	368,911
	<u>59,368,199</u>	<u>55,064,953</u>	<u>4,303,246</u>
EXPENSES FROM ORDINARY ACTIVITIES			
Maintenance of Facilities and Provision of Services			
Employee Benefits	21,744,655	23,612,085	1,867,429
Materials and Services	20,229,829	19,671,296	(558,533)
Impairment of Debts	-	7,750	7,750
Finance Costs			
Interest on Loans	130,300	130,300	0
Provision for Rehabilitation	25,000	25,000	-
Change in Rehabilitation Provision	-	-	-
Depreciation	12,186,451	12,013,076	(173,375)
State Government Fire Service Levy	4,220,847	4,220,847	-
Rate Remissions and Abatements	272,215	356,766	84,552
Loss on Disposal of Fixed Assets	207,505	-	(207,505)
Write Down of Assets Held For Sale	-	-	-
	<u>59,016,802</u>	<u>60,037,121</u>	<u>1,020,318</u>
Comprehensive Result Surplus/(Deficit)	<u>351,397</u>	<u>(4,972,168)</u>	<u>5,323,565</u>
Reversal of Loss on Disposal of Fixed Assets	(207,505)	-	(207,505)
Reversal of Capital Grants	1,898,077	524,982	1,373,094
Infrastructure Take Up	-	-	-
Other Comprehensive Income	-	-	-
	<u>1,690,572</u>	<u>524,982</u>	<u>1,165,590</u>
Underlying Result Surplus/(Deficit)	<u>(1,339,176)</u>	<u>(5,497,150)</u>	<u>4,157,975</u>

Unaudited - Internal Use Only

**CITY OF LAUNCESTON
STATEMENT OF FINANCIAL POSITION
As at 31 December 2021**

	2021/22	2020/21	2019/20
	YTD	YTD	YTD
	\$	\$	\$
EQUITY			
Capital Reserves	222,424,332	216,781,254	213,757,950
Revenue Reserves	969,529,758	1,031,679,000	1,020,966,286
Asset Revaluation Reserves	765,657,870	686,351,864	655,175,927
Investment Reserves	(27,404,666)	(44,153,432)	19,084,960
Trusts and Bequests	2,318,197	2,362,739	2,356,681
Operating Surplus	351,397	(4,121,039)	(3,011,093)
TOTAL EQUITY	<u>1,932,876,887</u>	<u>1,888,900,387</u>	<u>1,908,330,710</u>
Represented by:-			
CURRENT ASSETS			
Cash and Cash Equivalents	96,355,901	1,047,408	3,274,345
Rates and Sundry Receivables	27,892,495	25,521,606	30,823,756
Less Rates not yet Recognised	(37,347,280)	(35,564,776)	(35,061,006)
Investments	-	65,792,600	71,905,300
Inventories	902,934	714,836	730,787
Assets Held for Sale	4,518,168	3,401,885	3,401,885
	<u>92,322,218</u>	<u>60,913,559</u>	<u>75,075,066</u>
NON-CURRENT ASSETS			
Deferred Receivables	257,556	257,556	257,556
Investments	225,702,446	208,956,687	272,195,078
Superannuation Surplus	2,025,000	-	-
Intangibles	4,163,393	4,975,253	4,949,315
Infrastructure and Other Assets	1,475,119,169	1,418,413,478	1,333,583,730
Right of Use Assets	223,175	258,413	-
Museum Collection	203,691,191	240,800,370	257,630,036
	<u>1,911,181,929</u>	<u>1,873,661,756</u>	<u>1,868,615,715</u>
TOTAL ASSETS	<u>2,003,504,147</u>	<u>1,934,575,315</u>	<u>1,943,690,782</u>
CURRENT LIABILITIES			
Deposits and Prepayments	2,522,246	574,365	537,741
Employee Provisions	7,483,670	7,974,359	7,100,427
Rehabilitation Provision	7,919,825	-	-
Interest-bearing Liabilities	9,000,000	-	-
Lease Liabilities	28,506	26,586	-
Sundry Payables and Accruals	5,051,003	3,135,131	5,506,380
	<u>32,005,249</u>	<u>11,710,440</u>	<u>13,144,549</u>

Unaudited - Internal Use Only

	2021/22	2020/21	2019/20
	YTD	YTD	YTD
	\$	\$	\$
NON-CURRENT LIABILITIES			
Employee Provisions Non Current	1,024,329	942,964	790,709
Superannuation Obligation	-	2,906,000	1,814,000
Interest-bearing Liabilities Non Current	26,000,000	15,000,000	9,000,000
Lease Liabilities	234,991	263,497	-
Rehabilitation Provision	11,362,691	14,852,028	10,610,814
	<u>38,622,011</u>	<u>33,964,489</u>	<u>22,215,523</u>
TOTAL LIABILITIES	<u>70,627,260</u>	<u>45,674,929</u>	<u>35,360,071</u>
NET ASSETS	<u>1,932,876,887</u>	<u>1,888,900,387</u>	<u>1,908,330,710</u>

Unaudited - Internal Use Only

Change in Accounting Treatment

A change in the accounting treatment for the 21/22 year discloses:

1. Term deposits maturing in less than 90 days are now recognised as "Cash & Cash Equivalents". These term deposits were included under the heading of "Investments" in prior years.
2. Rates paid in advance as at 30 June is now recognised as a Current Liability in the 21/22 year (included under Deposits & Prepayments). Previously the value of prepaid rates as at 30 June was deducted from the value of the Rates & Sundry Receivables Current Asset.

Loan Balances

The loan balance as at 31 December 2021 is \$35 million, of which \$9M is to be repaid in February 2022. The loan balance is interest free in accordance with the State Government's Accelerated Local Government Capital Program (ALGCP) and Local Government Loans Program.

Attachment 2 - Capital Expenditure Report 1



City of Launceston - Capital Expenditure Report

Summary by Network
For the Period to : 31 December 2021

PROJECT DESCRIPTION	Funds	Actual Expenditure			Projected Expenditure			Variance		
	TOTAL ESTIMATE	W.I.P. JULY 1	ACCRUED ORDERS	YTD EXPEND.	TOTAL ACTUAL EXPEND.	COMMITTED COSTS	ACTUAL PLUS COMMITTED	PERCENT OF BUDGET	COMPLETED PROJECTS	POSSIBLE INCOMPLETE PROJECTS
	\$	\$	\$	\$	\$	\$	\$	%	\$	\$
GRAND SUMMARY										
NETWORK										
Office of the Chief Executive	-	-	-	5,146	5,146	1,287	6,433	0%	(6,433)	(6,433)
Organisational Services	1,807,710	125,912	78,996	353,851	558,759	91,283	650,042	36%	(82,853)	(82,853)
Creative Arts & Cultural Services	2,498,274	730,701	107	391,697	1,122,506	122,672	1,245,177	50%	248,628	248,628
Community and Place	6,324,404	2,013,259	-	1,331,561	3,344,820	1,102,546	4,447,365	70%	(3,367)	(3,367)
Infrastructure and Assets	75,488,327	16,993,285	96,598	8,514,009	25,603,891	7,238,555	32,842,446	44%	97,674	97,674
Land Sales (see analysis below)	6,000,000	82,804	380	16,118	99,302	-	99,302	0%	-	-
GRAND TOTAL	92,118,715	19,945,960	176,081	10,612,383	30,734,424	8,556,342	39,290,766	43%	253,649	253,649
Analysis of Land Sales for 2021/2022										
National Automobile Museum (24274.0000)	-	14,250	-	3,402,440	3,416,690	-	3,416,690			
86 Cimitiere St & 2 Invermay Rd (24274.0001)	-	-	-	(3,400,000)	(3,400,000)	-	(3,400,000)			
Paterson Street (24127.0002)	6,000,000	68,554	380	13,678	82,612	-	82,612			
Total Land Sales	6,000,000	82,804	380	16,118	99,302	-	99,302			

Attachment 3 - Capital Expenditure Report 2



City of Launceston - Capital Expenditure Report

Summary by Network

For the Period to : 31 December 2021

A. Available Funds Summary		B. Expenditure Summary	
Set out below is a reconciliation of the available funds.		Total funds (includes grants pending)	<u>92,118,715</u>
Gross carryovers from 2020/2021	50,329,310	Expenditure	
Flood Levee funding brought to account	-	Work in Progress	19,945,960
Original capex 2021/2022	23,055,679	YTD expenditure	10,788,464
Budget night adjustments	-	Actual expenditure	30,734,424
Council adjustments & transfers YTD	(51,386)	Committed expenditure	<u>8,556,342</u>
External funds	<u>18,785,112</u>	Total actual & committed expenditure	<u>39,290,766</u>
Total Approved Budget	<u>92,118,715</u>		
External grant funds invoiced YTD	524,982	Total expenditure % of the total funds	43%
External grant funds pending YTD	<u>18,260,130</u>		
	<u>18,785,112</u>		
Gross carryover 30 June 2021	50,329,310		
Less work in progress 30 June 2021	<u>19,945,960</u>		
Net carryover 1 July 2021	<u>30,383,350</u>		

19.2 Audit Panel Charter (14-Plx-010)

FILE NO: SF3611

AUTHOR: Leanne Purchase (Manager Governance)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider an amendment to the Audit Panel Charter.

PREVIOUS COUNCIL CONSIDERATION:

Council - 25 February 2021 - Agenda Item 19.2 - Audit Panel Charter (14-Plx-010)

RECOMMENDATION:

That Council approves the Audit Panel Charter (14-Plx-010) as follows:

Audit Panel Charter

PURPOSE:

To set out the role, responsibilities, structure and processes of the Audit Panel.

SCOPE:

Applies to the oversight of all the Council's policies and processes (used in all the Networks and entities that are subject to the Council's control) that manages, administers or operates the systems of:

- (a) financial control and reporting, or
- (b) audit, or
- (c) risk.

POLICY:

Legislative Framework

The Audit Panel is established by section 85(1) of the *Local Government Act 1993* (Tas) and is subject to the provisions of the *Local Government (Audit Panels) Order 2014*.

Objectives

The Audit Panel is an advisory committee with responsibilities as detailed in this Charter. The key objectives of the Audit Panel are:

- (a) to assist the Council in the effective conduct of its financial reporting responsibilities;
 - (b) the management of risk;
 - (c) maintaining a reliable system of internal controls;
-

19.2 Audit Panel Charter (14-Plx-010) ...(Cont'd)

- (d) facilitating the conduct of the Council's activities in an ethical and responsible manner; and
- (e) review the accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that the Council has in relation to safeguarding its long-term financial position.

The Audit Panel is to:

- (a) assist with the coordination of the internal and external audit functions to achieve overall organisational objectives in an efficient and effective manner; and
- (b) oversee changes to the Council estimates in accordance with section 82 of the *Local Government Act 1993* (Tas).

Outcomes sought for the Council and the community through the activities of the Audit Panel include:

- (a) enhanced internal and external financial reporting;
- (b) effective risk (financial and operational) management;
- (c) compliance with best practice guidelines, legislation and regulation;
- (d) an effective internal audit function; and
- (e) facilitation of effective communication between the auditors (internal and external), management and the Council.

Role and Authority

The Audit Panel's role is to advise and make recommendations to the Council on matters relevant to the Audit Panel's objectives.

The Audit Panel does not have authority to instruct management or authorise expenditure. However, the Audit Panel can request management take action or provide information and as part of its reporting to Council, advise of any circumstances where these requests have not been agreed to.

Responsibilities

The Audit Panel is appointed to support the Council in the oversight of those activities necessary to progress and achieve organisational objectives.

Following are some of the duties of the Audit Panel related to the key objectives:

Financial and Management Reporting

- (a) Review the Council's annual financial report, including:
 - accounting policies and practices (including changes)
 - the process used to make significant accounting estimates
 - significant adjustments (if any) arising from audit process
 - compliance with reporting requirements, and
 - significant variances from estimates or prior years.
-

19.2 Audit Panel Charter (14-Plx-010) ...(Cont'd)

- (b) Review draft quarterly financial reports; and
- (c) Review any business unit or special financial reports.

Integration of Plans Under Part 7 of the *Local Government Act 1993 (Tas)*

Review the Council's performance, whether and how the strategic plan, annual plan, long-term financial management plan and long-term strategic asset management plan are integrated and the processes by which, and assumptions under which, those plans are prepared.

Risk Management

- (a) Monitor any significant issues relating to risk management, management's response and the actions taken as a result; and
- (b) Monitor the risk exposure of the Council by determining if management has appropriate risk management processes and adequate management information systems.

Internal Audit

- (a) Review and approve the scope of the internal audit plan and program and the effectiveness of the function. The review should consider whether the plan systematically addresses:
 - internal controls over significant areas of risk
 - internal controls over revenue, expenditure, assets and liability processes
 - *value for money* of significant Council programs, and
 - compliance with legislation, policies and contractual terms.
- (b) Review the appropriateness of special internal audit assignments.
- (c) Review internal audit reports and monitor the performance of management in responding to recommendations.
- (d) Facilitate the interaction between the internal and external auditor to achieve optimal audit efficiency.
- (e) Monitor ethical standards and any related party transactions to determine whether the systems of control are adequate.

External Audit

- (a) Review and approve the scope and planning of the external audit with the auditor.
- (b) Discuss any issues including those raised in the management letter and support the final resolution of these matters.

Other

- (a) Review tendering arrangements and advise the Council.
 - (b) Review issues relating to National Competition Policy.
 - (c) Review performance indicators.
 - (d) Consider any performance audit reports presented by the Auditor General and the implications for the Council.
-

19.2 Audit Panel Charter (14-Plx-010) ...(Cont'd)

- (e) Identify or oversee the investigation (including issues referred by the Council or the Chief Executive Officer) and reporting of any areas or issues requiring review.
- (f) Oversee the investigation of any suspected cases of fraud.
- (g) Monitor any major claims or lawsuits by or against the Council.
- (h) Report to Council after each Meeting and as necessary on the issues considered and the Panel's performance indicators.

Membership and Remuneration

The membership of the Audit Panel will be consistent with the requirements of clause 5 of the *Local Government (Audit Panels) Order 2014* in particular:

- (a) minimum of three and a maximum of five members;
- (b) requirements for independent members; and
- (c) eligibility for membership.

The membership of the Audit Panel will be:

- (a) two councillors appointed through the process for the Council's committees, and
- (b) at least three external independent members, one of whom will be the Chair.

The Council's Community Appointments to Advisory Committees Policy (14-Plx-029) provides a framework for the appointments of members of the public to committees.

In regard to this Policy these provisions are extended as follows:

- (a) The Chair is required to have relevant business or commercial experience and preferably qualifications.
 - (b) The Chair must meet requirements commonly referred to as the *fit and proper person test*.
 - (c) The Chair must not have any conflict of interest or conflict of duty in the matters that are likely to be considered by the Audit Panel.
 - (d) The Chair must be available to attend meetings subject to the usual meeting schedule, as determined by the Audit Panel from time to time.
 - (e) Remuneration will be paid to each external member of the Audit Panel on a set fee per annum, or another basis as appropriate.
 - (f) The evaluation of any external persons will be undertaken by the Mayor and Chief Executive Officer with a recommendation for appointment to be made to the Council.
 - (g) Appointments of external persons are for a period of up to four years, subject to a maximum term of eight years.
 - (h) If the Council proposes to remove a member of the Audit Panel it must give written notice to the member and provide that member with the opportunity to be heard at a Council meeting which is open to the public.
-

19.2 Audit Panel Charter (14-Plx-010) ...(Cont'd)

Meetings

Consistent with the *Local Government (Audit Panels) Order 2014*:

- (a) the Panel shall meet at least quarterly, to coincide with reporting requirements. Clause 11(2) requires a minimum of four meetings per year. Given the responsibilities of the Audit Panel it is expected that there will be six to eight meetings per year.
- (b) additional meetings shall be convened at the discretion of the Chair or the written request of:
 - Mayor;
 - Chief Executive Officer;
 - Audit Panel Member; or
 - Auditor.
- (c) an external member of the Audit Panel shall be appointed as Chair (clause 6). In the absence of the Chair, Audit Panel members will appoint an acting Chair for the meeting.
- (d) a quorum shall be consistent with the requirements of clause 11(3) and (4) namely:
 - i. majority of the total number of members, and
 - ii at least two members who are independent members.
- (e) the Chief Executive Officer, or delegate and the internal auditor should attend all meetings, except where the full Audit Panel chooses to meet in camera.
- (f) the Council's employees and Councillors may be invited to attend at the discretion of the Audit Panel.
- (g) secretarial and administrative support shall be provided through the Organisational Services Network.
- (h) meetings shall be minuted and an Agenda prepared and distributed at least four days prior to the meeting. The Agenda will be structured around the functional areas of responsibility, being reporting, audit and risk.
- (i) the Agenda will be available to Councillors, the Chief Executive Officer, General Managers and employees involved in the meeting.

PRINCIPLES:

- The Audit Panel is to be independent and is to act independently of management and the Council.
 - The Audit Panel has decision making power within the scope of its role and expertise to assist with the effective governance of the Council. Management are required to ensure that all reasonable requests are complied with and that reasonable financial resources are provided, within the budget framework.
 - The Audit Panel will discharge its role in a constructive way that improves the operation of the Council in the area of Audit Panel responsibility.
-

19.2 Audit Panel Charter (14-Plx-010) ...(Cont'd)

RELATED POLICIES AND PROCEDURES:

11-Plx-001 Procurement Policy
11-PI-002 Tender Review Committee Policy
12-PI-001 Budget Management Policy
14-Plx-029 Community Appointments to Advisory Committees Policy
14-HLPrx-012 Committee Representation Details
14-Plx-032 Code of Conduct for Councillors
22-PI-030 Code of Conduct Policy
14-PI-036 Audit Panel Code of Conduct

RELATED LEGISLATION:

Local Government Act 1993 (Tas)
Audit Act 2008 (Tas)
Local Government (Audit Panels) Order 2014

REFERENCES:

Audit Committees - A Guide to Good Practice ISBN 978-1-876604-03-05 (AICD)
Local Government Audit Panels - A Practice Guide (Revised March 2018) - Department of Premier and Cabinet, Tasmania

DEFINITIONS:

Fit and Proper Person Test - refers to assessing the capability of a person in terms of their qualifications and experience (Fit) and ethical standards (Proper).

REVIEW:

This policy will be reviewed no more than three years after the date of approval (version) or more frequently, if dictated by operational demands and with Council's approval.

REPORT:

The Audit Panel Charter (14-Plx-010) is presented to Council for its approval following review by the Audit Panel at its Meeting on 15 March 2022.

At that Meeting, the Audit Panel determined to adopt a code of conduct in keeping with the model code of conduct for Audit Panels promoted by the Department of Premier and Cabinet.

With this in mind, amendment to the Audit Panel Charter (14-Plx-010) is recommended to include the Audit Panel Code of Conduct (14-PI-036) under the heading *Related Policies and Procedures*. Additionally, it is recommended to include the *Department of Premier and Cabinet's Local Government Audit Panels Practice Guide* under the heading *References*. For clarity, both changes are underlined in this report's Recommendation.

19.2 Audit Panel Charter (14-Plx-010) ...(Cont'd)

The Audit Panel Code of Conduct (14-PI-036) is included as Attachment 1 for the information of Councillors.

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:

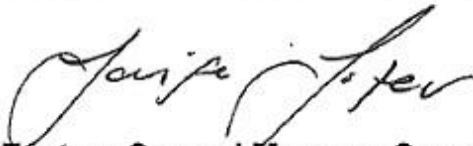
Not considered relevant to this report.

19.2 Audit Panel Charter (14-Plx-010) ...(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. Audit Panel Code of Conduct (14-PI-036)
-

Attachment 1 - Audit Panel Code of Conduct (14-PI-036)

14-PI-036 | Version 15/3/2022
Approved by: Audit Panel
Page 1 of 2

Audit Panel Code of Conduct

PURPOSE

This code of conduct sets out the standards of behaviour expected of the City of Launceston's Audit Panel members (members). The standards support the characteristics of good governance outlined in the Good Governance Guide for Local Government in Tasmania.

SCOPE

This policy applies to members of the City of Launceston Audit Panel.

POLICY

As an independent source of scrutiny in the interests of the community, the Audit Panel provides checks and balances on key Council activities and a means of highlighting issues that require strategic attention.

Councillors who are members of the Audit Panel are in a unique position and have an obligation to maintain an Audit Panel perspective in the interests of the community when they discharge their duties as Panel members; that is they must display independence of mind, separate from their role as a councillor.

In performing their role on the City of Launceston's Audit Panel, and in acting in the best interests of the community, all members of the City of Launceston Audit Panel commit to the following standards.

1. Effective management of conflicts of interest

Members avoid conflicts of interest that arise between their personal interests and their public duty as an Audit Panel member, as far as reasonably possible. This includes pecuniary and non-pecuniary conflicts of interest (actual, potential or perceived). Where avoidance is not possible, members appropriately manage conflicts of interest. Members are responsible for acting in good faith and exercising reasonable judgment to manage conflicts of interest, including the offer or receipt of gifts and benefits.

Council members may at times deal with conflicts of interest as a consequence of their dual roles as an audit panel member and a councillor. This may present as a conflict between the interests of the community (as seen from the Audit Panel perspective).

All members will regularly provide advice of their actual, potential and perceived conflicts to the panel.

2. Proper use of Council information

Members maintain the confidentiality of any information, documents and communication that the Council or panel has designated as being in confidence. Members only access Council information needed for them to perform their role as a panel member and not for personal interests or reasons.

3. Proper use of position

Members perform their role in the best interests of the Council and the community. Members operate within the intended scope of the Audit Panel (as outlined in the Audit Panel Charter) and adhere to relevant Council policies and procedures.

4. Appropriate interactions

Members act ethically and treat all persons with fairness and respect. Members conduct themselves in a way that positively represents the panel, and is in the best interests of the Council and the community. Members interact appropriately with fellow members, councillors, Council staff and the community, and give full respect and consideration of to all relevant information known to them. Members should not interact directly with council staff without the prior approval of the panel and the Chief Executive Officer.

Further information on the ethical standards covered in this code of conduct, and the terminology used, can be found in the Good Governance Guide for Local Government in Tasmania.

RELATED POLICIES & PROCEDURES

14-Plx-010 Audit Panel Charter

RELATED LEGISLATION

Local Government Act 1993 (Tas)
Local Government (Audit Panels) Order 2014

REFERENCES

Good Governance Guide for Local Government in Tasmania, accessed 29 March 2022,
[Good Governance Guide June 2018.pdf \(dpac.tas.gov.au\)](#)
Local Government Audit Panels - A Practice Guide, accessed 29 March 2022,
[Local Government Audit Panels - leading practice guide 2018.pdf \(dpac.tas.gov.au\)](#)

REVIEW

This policy will be reviewed no more than three years after the date of approval (version) and in conjunction with 14-Plx-010 Audit Panel Charter.

20 CHIEF EXECUTIVE OFFICER NETWORK ITEMS

No Items have been identified as part of this Agenda

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 Appointment of Acting Chief Executive Officer

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:

- (a) personnel matters, including complaints against an employee of the council and industrial relations matters.

21.3 End of Closed Session

To be determined in Closed Council.

22 MEETING CLOSURE
