



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 28 JULY 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: 28 July 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

A limit of three questions received in writing by 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.

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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 14 July 2022 be confirmed as a true and correct record.

5. COUNCIL WORKSHOPS

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

5.1 Council Workshop Report - 21 July 2022

FILE NO: SF4401

AUTHOR: Anthea Rooney (Council and Committees Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RELEVANT LEGISLATION:

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

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 21 July 2022:

University of Tasmania Newnham Development Strategy

Councillors received a presentation from the University of Tasmania on the preparation of a Newnham Development Strategy that builds upon the Newnham Masterplan.

State Planning Provisions Review

Councillors considered a draft submission to the State Planning Provisions Review.

Closure of Portion of a Highway

Councillors discussed a request to seek closure of a portion of a road verge as a highway.

Tamar Estuary Management Taskforce Update

Councillors received a periodic update on the organisation's activities.

Pump Track Assessment

Councillors were provided with a report and engaged in discussion on the assessment of locations for the provision of pump tracks within the Launceston municipality.

Homelessness Advisory Committee Councillor Nominations

Councillors discussed representation on the Homelessness Committee and undertook a review of the current Terms of Reference.

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.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND 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 AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

Nil

6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS

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

No Councillors' Leave of Absence Applications have been identified as part of this Agenda.

7. COMMUNITY REPORTS

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

No Community Reports have been identified as part of this Agenda

8. PUBLIC QUESTION TIME

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31

8.1 Public Questions on Notice

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

No Public Questions on Notice have been identified as part of this Agenda

8.2 Public Questions Without Notice

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

9. PETITIONS

9.1 Petition - North Esk Memorial Hall Committee - Ronald Dennis

FILE NO: SF0097/SF0391/SF0390

AUTHOR: Anthea Rooney (Council and Committees Officer)

CHIEF EXECUTIVE OFFICER APPROVAL: Michael Stretton

DECISION STATEMENT:

To receive a petition submitted by Ronald Dennis regarding the North Esk Memorial Hall Committee.

STATUTORY REQUIREMENTS:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council, pursuant to section 58(2) of the *Local Government Act 1993 (Tas)*, receives the petition regarding the North Esk Memorial Hall Committee tabled by the Chief Executive Officer and submitted by Ronald Dennis.

REPORT:

A paper petition containing 398 signatures was received from Ronald Dennis. This petition meets the general requirements of section 57(2) of the *Local Government Act 1993 (Tas)* (the Act).

The petition states:

We the undersigned Petitioners request the Launceston City Council to reinstate the North Esk Memorial Hall Committee to manage the subject Hall under terms and conditions agreed between the Council and the Committee and that the funds confiscated from the Committee (2021) be returned to the Committee.

This petition has been forwarded to Shane Eberhardt (General Manager Infrastructure and Assets Network) for action. As required under section 60(2)(b) of the Act, a report will be brought back to Council within 42 days for Council to determine any action to be taken in respect of the petition.

The Council will give reasonable notice to Ronald Dennis of when Council is to consider this petition.

RISK IMPLICATIONS:

There are no risk implications associated with receipt of a petition.

ECONOMIC, ENVIRONMENTAL AND 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 AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Chief Executive Officer have no interests to declare in this matter.

ATTACHMENTS:

1. Petition - North Esk Memorial Hall Committee - Ronald Dennis - 14 July 2022
[9.1.1 - 6 pages]

10. PLANNING AUTHORITY

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.

10.1 DA0202/2022 - 26 Beverley Hills Road, Newstead - Subdivision - Sub-divide One Lot into Three Lots

FILE NO: DA0202/2022

AUTHOR: Catherine Mainsbridge (Senior Town Planner)

GENERAL MANAGER APPROVAL: Dan Ryan (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: | Woolcott Surveys Pty Ltd |
| Property: | 26 Beverley Hills Road, Newstead |
| Zoning: | General Residential |
| Receipt Date: | 14/04/2022 |
| Validity Date: | 28/06/2022 |
| Further Information Request: | 03/05/2022 |
| Further Information Received: | 15/06/2022 |
| Deemed Approval: | 9/08/2022 |
| Representations: | Four |

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993
Launceston Interim Planning Scheme 2015

STANDARDS REQUIRING PLANNING DISCRETION:

10.4.12 Earthworks and retaining walls
E3.6.1 Development on Land Subject to Risk of Landslip

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 DA0202/2022 Subdivision - subdivide one lot into three lots at 26 Beverley Hills Road, Newstead, subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

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

- a. Subdivision Plan, Prepared by Woolcott Surveys, Job No. L220125, Sheet 1/1, Scale 1:400@A3, Dated 14/06/2022.

2. FINAL PLAN OF SURVEY

The Final Plan will not be sealed until all conditions have been complied with.

3. GEOTECHNICAL REPORT

A geotechnical report must be submitted prior the construction plans to verify that the development addresses the requirements of the Landslide Code (E2.0).

4. 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.

5. HOURS OF CONSTRUCTION

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

Monday to Friday - 7am to 6pm

Saturday - 8am to 5pm

No works on Sunday or Public Holidays

6. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2022/00580-LCC, dated 02/05/2022 and attached to the permit.

7. COVENANTS ON SUBDIVISIONS

Covenants, or similar restrictive controls, must not be included on or otherwise imposed on the titles to the lots created by the subdivision permitted by this permit unless:

- a. such covenants or controls are expressly authorised by the terms of this permit; or
- b. such covenants or similar controls are expressly authorised by the consent in writing of the Council.
- c. such covenants or similar controls are submitted for and receive written approval by Council prior to submission of a Plan of Survey and associated title documentation is submitted to the Council for sealing.

8. 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. 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.

10. TRENCH REINSTATEMENT FOR NEW/ALTERED CONNECTIONS

Where a service connection to a public main or utility is to be relocated/upsized or removed then the trench within the road pavement is to be reinstated in accordance with LGAT-IPWEA Tasmanian Standard Drawing TSD-G01 Trench Reinstatement Flexible Pavements and Council policy 27-Rfx-012 Standards for Surface Reinstatement of Works in the Road Service. The asphalt patch is to be placed to ensure a water tight seal against the existing asphalt surface. Any defect in the trench reinstatement that becomes apparent within 12 months of the works is to be repaired at the cost of the applicant.

11. 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.

12. SUBMISSION AND APPROVAL OF PLANS

Prior to the commencement of the development of the site, detailed plans and specifications must be submitted to the General Manager Infrastructure and Assets Network for approval. Such plans and specifications must:

- a. include all infrastructure works required by the permit or shown in the endorsed plans and specifications including:
 - i. the provision of a single DN100 stormwater connection provided to the lowest point of each lot.
 - ii. the construction of a driveway to provide access to the bulk of each lot.
 - iii. the provision of an electricity connection for all proposed lots.
 - iv. the provision of a communications connection for each of the proposed lots.

- b. be prepared strictly in accordance with the Tasmanian Subdivision Guidelines and the LGAT-IPWEA Tasmanian Standard Drawings applicable at the date of submission of the plans.
- c. be prepared by a suitably qualified and experienced engineer or Engineering Consultancy.
- d. be accompanied by:
 - i. an estimate of the construction cost of the future public works together with a schedule of the major components and their relevant costs; and
 - ii. a fee of 1.5% of the public works estimate (or a minimum of \$250). Such fee covers assessment of the plans and specifications, audit inspections and Practical Completion and Final inspections.

13. CONSTRUCTION DOCUMENTATION

At the time of practical completion for the public works, the developer must provide the Council with construction documentation sufficient to show that the works are completed in accordance with the Council's standards and are locatable for maintenance or connection purposes. The construction documentation is to consist of:

- a. an *as constructed* plan in accordance with the Council's standard requirements for as constructed drawings. A separate copy of the requirements is available from Infrastructure and Assets Network.
- b. a Closed Circuit Television inspection report for all sewers or drains constructed or incorporated in the works.
- c. compaction and soil test results for all earthworks or pavement works.
- d. an engineer's certificate that each component of the works comply with the approved engineering plans and the Council's standards.

14. EASEMENTS

Easements are required over all the Council's and third party services located in private property. The minimum width of any easement must be 3m for the Council's (public) mains. A greater width will be required in line with the LCC document *How close can I build to a Council Service?* where the internal diameter of the pipe is greater than 475mm or where the depth of the pipe exceeds 2.1m. A lesser width may be approved for a private service prior to the lodgement of a final plan of survey.

15. SEALING PLANS OF SUBDIVISION

No Plan of Survey shall be sealed until the following matters have been completed to the satisfaction of the General Manager Infrastructure and Assets Network:

- a. the satisfactory completion of all public infrastructure works including the provision of engineering certification and as constructed documentation in accordance the Council's requirements.
- b. the subsequent issue of a Certificate of Practical Completion by the General Manager Infrastructure and Assets Network.
- c. the lodgement of a bond and bank guarantee/cash deposit for the duration of the Defect Liability Period.

Any other payment or action required by a planning permit condition to occur prior to the sealing of the Final Plan of Survey.

16. AS CONSTRUCTED PLANS

An *as constructed* plan must be provided in accordance with the Council's standard requirements for as constructed drawings. A separate copy of the requirements is available from the Infrastructure and Assets Network.

17. 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.

18. 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.

19. PAYMENT IN LIEU OF PUBLIC OPEN SPACE

Prior to the sealing of the Final Plan of Survey, the developer must pay to the Council a sum equivalent to 5% of the unimproved value of the approved lots shown on the final plan. The valuation shall be determined by a registered land valuer and must be not more than 12 months old at the time of the sealing of the final plan. Valuations are to be procured at the subdivider's expense.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0202/2022. You should contact the Council with any other use or developments, as they may require the separate approval of the 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 Tasmanian Civil and Administrative Appeal Tribunal (TASCAT) 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 Tasmanian Civil and Administrative Tribunal (TASCAT).

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 Tasmanian Civil and Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.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

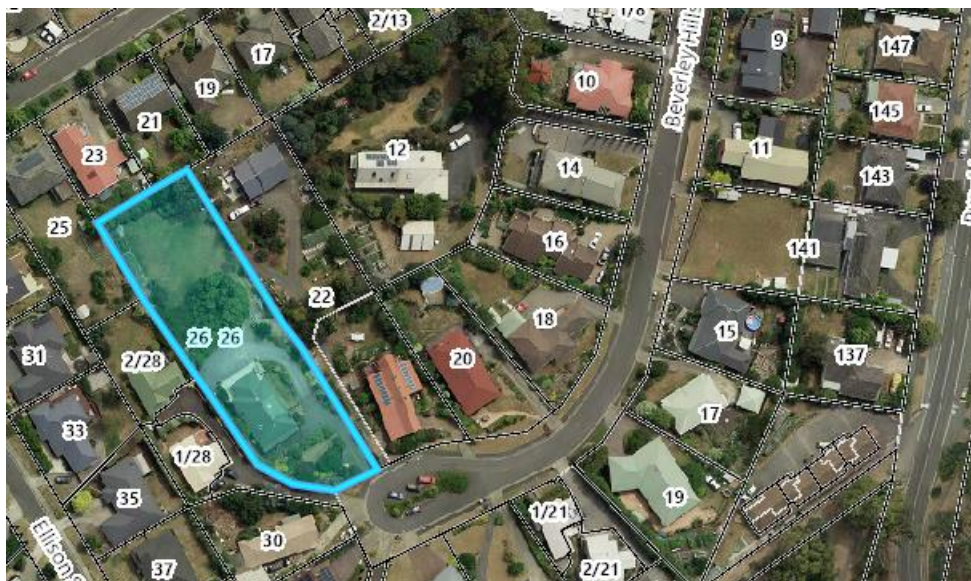
The existing rectangular shaped lot of 2,720m² is proposed to be subdivided into three lots as follows:

Lot 1 - 844m² (which will contain the existing dwelling);

Lot 2 - 553m²; and

Lot 3 - 1,323m².

2. LOCATION AND NEIGHBOURHOOD CHARACTER



26 Beverley Hills Road, Newstead (not to scale)

The residential property is located in an inner suburban area, south east of the central area known as Newstead. A cul-de-sac forms off the street and extends to the eastern side of Punchbowl Road as Punchbowl Road rises up to the south. The property is further located adjacent to the northern side of the cul-de-sac head. Whilst the adjoining site to the east has a similar lot size and configuration, most properties in the immediate vicinity are more typically around 800-900m² and developed with predominantly single dwellings. The western neighbour is developed with two dwellings.

The site falls away approximately 10.5m through the 91m depth of the site. Its front south western corner is curved and adjoins the driveway to the next door site. The existing dwelling adjoins this front corner. Midway through the depth and encompassing proposed Lot 2, is a large clump of trees, with the rear section and principally the area for Lot 3, is bordered by trees and grassed.

3. PLANNING SCHEME REQUIREMENTS

The assessment against the Launceston Interim Planning Scheme 2015 is detailed in Attachment 1.

4. REFERRALS

| REFERRAL | COMMENTS |
|-----------------------------------|--|
| | INTERNAL |
| Infrastructure and Assets Network | Conditions recommended. |
| Environmental Health | Conditions recommended. |
| Heritage/Urban Design | N/A |
| Building and Plumbing | Standard notes recommended for the permit. |

| REFERRAL | COMMENTS |
|----------------------|---|
| | EXTERNAL |
| TasWater | Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA 2022/00580-LCC, dated 02/05/2022. |
| 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 18 June to 4 July 2022. Four 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 Will there be an extra entry for Lot 3 or could the entrance to 28 Beverley Hills Road be widened.</p> |
| <p><i>Response 2</i> <i>The application is for land at 26 Beverley Hills Road only.</i></p> |
| <p>Issue 2 How many trees will be removed? Privacy of adjoining properties and character of the area will be reduced if and when trees are lost. Will trees have to be replaced to compensate?</p> |
| <p><i>Response 2</i> <i>The property is not covered by any requirement for trees to be retained so tree removal will be at the discretion of the owners of the future lots. Privacy of adjoining properties will be considered when Lots 2 and 3 are developed.</i></p> |
| <p>Issue 3 Once the titles are issued will sites be sold separately or will the developed offer land packages for Lots 2 and 3?</p> |
| <p><i>Response 3</i> <i>This is at the discretion of the developer and not a planning scheme consideration.</i></p> |
| <p>Issue 4 What style of fencing and height would be mandated and what type of retaining structure will be erected in the location of the fill required for the driveway? Any costs for a new and/or replacement of damaged fencing should be at the cost of the developer.</p> |

| |
|--|
| <p><i>Response 4</i> <i>Fencing between development of single dwellings is not a planning requirement. Comments received from the applicant, in response to the representations, state that the fences are not proposed to be altered at this time. The Boundary Fences Act 1980 provides details in respect of any retaining wall to support the fill will be required as a condition of approval.</i></p> |
| <p>Issue 5 Council should consider how the proposal might impact on the potential future development of 24 Beverley Hills Road.</p> |
| <p><i>Response 5</i> <i>This application is for subdivision only of 26 Beverley Hills Road with the subdivision able to meet the necessary criteria. Future development of the new lots are subject to the relevant provisions of the planning scheme at that time and may or may not require further applications to the Council. Similarly, future development on 24 Beverley Hills Road (the rear lot of number 22 Beverley Hills Road) would be considered at that time.</i></p> |
| <p>Issue 6 Parking is an issue at the end of the cul-de-sac.</p> |
| <p><i>Response 6</i> <i>The proposed lots will have suitable areas for on-site parking.</i></p> |
| <p>Issue 7 The advertised plans did not include Annex 1 to assist with information of the easement width and does not explain the reasons for the existing dimensions.</p> |
| <p><i>Response 7</i> <i>Annexure 1 refers to the property title which shows the width of an existing easement. The detail is principally shown on the proposal plan. The width of an easement is set at the time the original title was created by the relevant authority at that time.</i></p> |
| <p>Issue 8 The building envelope of Lot 3 shares a boundary with 22 Beverley Hills Road with no consultation.</p> |
| <p><i>Response 8</i> <i>A developer is not required to discuss a matter with neighbours. The planning process requires an assessment of an application against the Planning Scheme and considerations of concerns as they relate to the Scheme requirements at the time.</i></p> |

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.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND 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 the economic, environmental and social impacts have been considered.

STRATEGIC DOCUMENT REFERENCE:

Land Use Planning and Approvals Act 1993
Launceston Interim Planning Scheme 2015

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

1. DA0202/2022 - 26 Beverley Hills Road, Newstead Planning Scheme Assessment - 28 July 2022 [**10.1.1** - 6 pages]
2. DA0202/2022 - 26 Beverley Hills Road, Newstead - Plans to be Endorsed - 28 July 202 [**10.1.2** - 1 page]
3. DA0202/2022 - 26 Beverley Hills Road, Newstead - TasWater SPAM - 28 July 2022 [**10.1.3** - 2 pages]
4. DA0202/2022 - 26 Beverley Hills Road, Newstead - Representations - 28 July 2022 [**10.1.4** - 6 pages]

**10.2 DA0315/2022 - 1/2 Elphin Road, Launceston - Visitor Accommodation -
Change of Use to Short Stay Accommodation**

FILE NO: DA0315/2022

AUTHOR: Dileep Karna (Graduate Town Planner)

GENERAL MANAGER APPROVAL: Dan Ryan (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: | Anthea Clare Chugg |
| Property: | 1/2 Elphin Road, Launceston |
| Zoning: | Inner Residential |
| Receipt Date: | 3/06/2022 |
| Validity Date: | 17/06/2022 |
| Further Information Request: | Not Applicable |
| Further Information Received: | Not Applicable |
| Deemed Approval: | 29/07/2022 |
| Representations: | Seven |

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993
Launceston Interim Planning Scheme 2015

STANDARDS REQUIRING PLANNING DISCRETION:

Planning Directive No. 6 Visitor Accommodation

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 DA0315/2022 - Visitor Accommodation - Change of use to short stay accommodation at 1/2 Elphin Road, Launceston, subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

The use 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. Floor Plan, prepared by the applicant, dated 03/06/2022.

2. LEGAL TITLE

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

3. VISITOR ACCOMMODATION USE

This permit allows the use of the land for Visitor Accommodation, defined as a Holiday Unit, for short-term accommodation for persons away from their normal place of residence, on a commercial basis, as defined in Planning Directive No.6 - Exemption and Standards for Visitor Accommodation in Planning Schemes, issued 1 July 2018 and as modified on 1 August 2018.

4. CAR PARKING

At least one car parking space must be provided on the subject land to service the approved use.

5. AMENITY

Visitor Accommodation - The on-going use on this site must not adversely affect the amenity of the neighbouring properties and the general locality by the emission of noise, artificial light, vibration or any other source of nuisance.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0315/2022. You should contact the Council with any other use or developments, as they may require the separate approval of the 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 Tasmanian Civil and Administrative Appeal Tribunal (TASCAT) 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 Tasmanian Civil and Administrative Tribunal (TASCAT).

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 Tasmanian Civil and Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.tas.gov.au>>

D. Permit Commencement

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

E. Sale of Food and Beverages

If food and/or beverages are to be sold to visitors, including with an inclusive charge for food and accommodation, the Food Act 2003 will apply and the operator must notify the Council prior to operating the food business.

REPORT:

1. THE PROPOSAL

The proposal is for a change of use from residential to visitor accommodation. The three-bedroom unit on the strata title is existing and no new development works are proposed. The proposed unit has a gross floor area of approximately 130m² containing three bedrooms, 2.5 bathrooms, dining, deck and kitchen. A detached car parking is provided in the strata title.

The applicant has indicated that the visitor accommodation will be targeted to professional employees who require fully furnished accommodation for short to medium durations.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



1/2 Elphin Road, Launceston (not to scale)

The subject site is located on Elphin Road, it is irregular in shape and has a total site area of 82m². Access to the site is via High street. The existing unit is on the corner of Elphin Road and High Street. The neighbourhood is characterised by a mixture of different uses, such as a number of hotels located to the west along Brisbane Street, business and professional services dispersed along Elphin Road, multiple dwellings within apartment complexes and single dwellings. The subject site is located approximately 1km from the Launceston central business, 1km from Queen Victoria Museum Inveresk and Queen Victoria Art Gallery and five minutes' from the Cataract Gorge Reserve.

The site is accessed over a shared concrete crossover, which serves three units.

3. PLANNING SCHEME REQUIREMENTS

The assessment against the Launceston Interim Planning Scheme 2015 is detailed in Attachment 1.

4. REFERRALS

| REFERRAL | COMMENTS |
|-----------------------------------|--|
| INTERNAL | |
| Infrastructure and Assets Network | N/A |
| Environmental Health | Conditions recommended. |
| 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 29 June to 13 July 2022. Seven representations were received. The issues raised are summarised in the following table. Whilst the summary attempts to capture the essence of each issue raised it should be read in conjunction with the representations received which are attached to this report.

| |
|--|
| <p>Issue 1 Concern about a rental being converted to short stay accommodation.</p> |
| <p><i>Response 1</i> <i>This is not a matter that is considered by the relevant Planning Scheme provisions, for the purpose of determining individual applications.</i></p> |
| <p>Issue 2 Concern about homeless people everywhere.</p> |
| <p><i>Response 2</i> <i>This is not a matter that is considered by the relevant Planning Scheme provisions, for the purpose of determining individual applications.</i></p> |
| <p>Issue 3 Concern in regards to noise and the constant access by different people</p> |
| <p><i>Response 3</i> <i>The proposal meets the performance criteria in PD No.6 (P2). The proposed change of use is very unlikely to increase noise as the applicant has indicated the intention is to target professional employees who require fully furnished accommodation for short durations. It is considered that the noise generated by the short-term accommodation will be comparable to a long-term resident.</i></p> |
| <p>Issue 4 Strata title considered long term residential use.</p> |

| |
|--|
| <p><i>Response 4</i> <i>This is not a matter that is considered by the relevant Planning Scheme provisions, for the purpose of determining individual applications.</i></p> |
| <p>Issue 5 Current housing crisis in Launceston.</p> |
| <p><i>Response 5</i> <i>This is not a matter that is considered by the relevant Planning Scheme provisions, for the purpose of determining individual applications.</i></p> |
| <p>Issue 6 In 2019-2020 more than 100 change of use visitor accommodation permits were issued.</p> |
| <p><i>Response 6</i> <i>The planning directive No. 6 has been issued by the Minister for Planning under section 13(1) of the former provisions of the Land Use Planning and Approval Act 1993 and came into effect on 1 August 2018, allows land owners of the municipality to use land for providing short or medium term accommodation for persons away from their normal residence.</i></p> |
| <p>Issue 7 According to University of Tasmania report, vacancy rates for private rental properties in Launceston were among the lowest in the country.</p> |
| <p><i>Response 7</i> <i>This is not a matter that is considered by the relevant Planning Scheme provisions, for the purpose of determining individual applications.</i></p> |

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.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND 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 the economic, environmental and social impacts have been considered.

STRATEGIC DOCUMENT REFERENCE:

Land Use Planning and Approvals Act 1993
Launceston Interim Planning Scheme 2015

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

1. DA0315/2022 - 1/2 Elphin Road, Launceston - Planning Scheme Assessment - 28 July 2022 [**10.2.1** - 3 pages]
2. DA0315/2022 - 1/2 Elphin Road, Launceston - Plans to be Endorsed - 28 July 2022 [**10.2.2** - 1 page]
3. DA0315/2022 - 1/2 Elphin Road, Launceston - Representations - 28 July 2022 [**10.2.3** - 9 pages]

10.3 DA0319/2022 - 9 Gretna Grove, Norwood - Residential - Construction of Alterations and Additions to an Existing Dwelling

FILE NO: DA0319/2022

AUTHOR: Chloe Lyne (Consultant Town Planner)

GENERAL MANAGER APPROVAL: Dan Ryan (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: | Design To Live Pty Ltd |
| Property: | 9 Gretna Grove, Norwood |
| Zoning: | General Residential |
| Receipt Date: | 6/06/2022 |
| Validity Date: | 8/06/2022 |
| Further Information Request: | Not Applicable |
| Further Information Received: | Not Applicable |
| Deemed Approval (extension granted): | 1/08/2022 |
| Representations: | Four |

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993
Launceston Interim Planning Scheme 2015

STANDARDS REQUIRING PLANNING DISCRETION:

10.4.2 Setbacks and building envelope for all dwellings

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Launceston Interim Planning Scheme 2015, a permit be granted pursuant to a delegation from Council, for Residential - construction of alterations and additions to the existing dwelling at 9 Gretna Grove, Norwood 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. Site Plan, Prepared by Design to Live, Drawing 2/12, GRTN09, Revision No 1, Dated 27/05/2022.
 - b. Ground Plan - Existing, Prepared by Design to Live, Drawing 3/12, GRTN09, Revision No 1, Dated 27/05/2022.
-

- c. Ground Plan - New with Demo, Prepared by Design to Live, Drawing 4/12, GRTN09, Revision No 1, Dated 27/05/2022.
- d. Ground Plan - Proposed, Prepared by Design to Live, Drawing 5/12, GRTN09, Revision No 1, Dated 27/05/2022.
- e. First Floor Plan - Proposed, Prepared by Design to Live, Drawing 6/12, GRTN09, Revision No 1, Dated 27/05/2022.
- f. External Services, Prepared by Design to Live, Drawing 7/12, GRTN09, Revision No 1, Dated 27/05/2022.
- g. Elevations Nth-Wst, Prepared by Design to Live, Drawing 8/12, GRTN09, Revision No 1, Dated 27/05/2022.
- h. Elevations Sth-Est - Existing, Prepared by Design to Live, Drawing 9/12, GRTN09, Revision No 1, Dated 27/05/2022.
- i. Elevations Nth-Est, Prepared by Design to Live, Drawing 10/12, GRTN09, Revision No 1, Dated 27/05/2022.
- j. Elevations Sth-Wst, Prepared by Design to Live, Drawing 11/12, GRTN09, Revision No 1, Dated 27/05/2022.

2. LEGAL TITLE

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

3. 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

4. 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.

5. 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.

6. 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.

7. DEMOLITION

The developer must:

- a. protect property and services which are to either remain on or adjacent to the site from interference or damage;
- b. not undertake any burning of waste materials or removed vegetation;
- c. remove all rubbish from the site for disposal at a licensed waste disposal site;
- d. dispose of any asbestos found during demolition in accordance with the Safe Work Australia *How to Safely Remove Asbestos: Code of Practice, July 2020*, or any subsequent versions of the document.

8. PROTECTION OF STREET TREES

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

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0319/2022. You should contact the Council with any other use or developments, as they may require the separate approval of the 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 Tasmanian Civil & Administrative Appeal Tribunal (TASCAT) 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 Tasmanian Civil and Administrative Tribunal (TASCAT).

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 Tasmanian Civil & Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.tas.gov.au>>.

D. Permit Commencement

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

E. No Approval for Alterations to Driveway Crossover

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

REPORT:

1. THE PROPOSAL

Approval is sought to construct alterations and additions to the existing single storey dwelling at the subject site.

Alterations will occur to the existing ground floor includes some minor internal reconfiguration, as well as replacement of an existing patio with a deck and construction of a new garage on the north-eastern facade.

The works will result in the ground floor comprising three bedrooms, one with an en-suite, bathroom, open plan kitchen/living/dining, separate lounge, butler's pantry, laundry and a double garage plus a separate single garage.

A second storey addition is proposed above the rear section of the dwelling. The second storey addition will comprise two bedrooms, one with an en-suite, a walk-in-robe and a study.

The works will reduce the northern boundary setback 1.9m to the single storey garage.

The second storey addition will have an area of 94.1m² and result in an overall height of 7.1m above natural ground level. The roof on the second storey addition will be flat.

The garage addition will have a height above natural ground level of 3.5m.

The upper storey addition will be finished in James Hardie Axon Smooth Cladding boards with a Trimdeck roof. The existing face brickwork of the dwelling will be painted.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



9 Gretna Grove, Norwood (not to scale)

The subject site is a 1,337m² internal lot situated at the end of the Gretna Grove cul-de-sac. The lot is irregular in shape and is accessed via a 4m wide access strip.

The site is developed with an existing single storey brick dwelling with enclosed single garage.

The site is located within the General Residential Zone and is dominated by single dwellings in a suburban character. The surrounding dwellings are a mix of single and double storey.

3. PLANNING SCHEME REQUIREMENTS

The assessment against the Launceston Interim Planning Scheme 2015 is detailed in Attachment 1.

4. REFERRALS

| REFERRAL | COMMENTS |
|-----------------------------------|--|
| INTERNAL | |
| Infrastructure and Assets Network | Conditions recommended. |
| Environmental Health | Conditions recommended. |
| 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 15 June to 29 June 2022. Four 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 Owners of 57 Charlton Street concerned about the loss of privacy, sunlight, view and the potential increase in wind speed through their property.</p> |
| <p><i>Response 1</i> <i>With respect to privacy it is noted that the proposed additions comply with the permitted standards of Clause 10.4.6 which deal with privacy. The windows are all setback the required 3m minimum to a side boundary and 4m to a rear boundary. The issues of sunlight and visual bulk are assessed under Clause 10.4.2 P3 in respect of the fact that a very small portion of the north-western corner of the roof sits outside the permissible building envelope. In respect of impacts to 57 Charlton Street, it is considered there will be no loss of sunlight to habitable dwellings given the separation distance of some 13m between the two dwellings and the fact 57 Charlton Street is not located directly north of the subject site.</i></p> |

| |
|--|
| <p><i>Response 1 (Continued)</i> <i>There may be some minor overshadowing of the private open space but this would not be to a level which is considered unreasonable. Whilst the upper storey addition will result in increased bulk, it is only a very minor portion that sits outside the prescribed building envelope and that small portion will not make any discernible difference to the overall bulk of the building. Further, the upper storey addition has a relatively small footprint in comparison to the overall dwelling footprint at 96m². The bulk also appears greater due to the topography difference between the two sites. With respect to wind speed, it is noted that this is not a matter assessed under the Planning Scheme.</i></p> |
| <p>Issue 2 The owners of 59 Charlton Street are concerned about loss of privacy between the properties and the impact of the visual bulk of the additions.</p> |
| <p><i>Response 2</i> <i>With respect to privacy it is noted that the proposed additions comply with the permitted standards of Clause 10.4.6 which deal with privacy. The windows are all setback the required 3m minimum to a side boundary and 4m to a rear boundary. The issues of sunlight and visual bulk are assessed under Clause 10.4.2 P3 in respect of the fact that a very small portion of the north-western corner of the roof sits outside the permissible building envelope. In respect of impacts to 59 Charlton Street, it is considered there will be no loss of sunlight to habitable dwellings given the separation distance of some 19m between the two dwellings and the fact 57 Charlton Street is not located directly north of the subject site. There may be some minor overshadowing of the private open space but this would not be to a level which is considered unreasonable. Whilst the upper storey addition will result in increased bulk, it is only a very minor portion that sits outside the prescribed building envelope and that small portion will not make any discernible difference to the overall bulk of the building. Further, the upper storey addition has a relatively small footprint in comparison to the overall dwelling footprint at 96m². The bulk also appears greater due to the topography difference between the two sites.</i></p> |
| <p>Issue 3 The proposed works will have an impact on the resale value of the representor's home.</p> |
| <p><i>Response 3</i> <i>This is not a matter that is considered by the relevant Planning Scheme provisions.</i></p> |
| <p>Issue 4 The height of the second storey addition cannot be screened from the neighbour to the rear by plantings.</p> |
| <p><i>Response 4</i> <i>The majority of the proposed second storey addition fits within the permitted building envelope. It is only a very small section of the roof that sits outside of it. It is noted that tall hedge screening is planted on the western side of the subject property which effectively screens the double storey to the west which is two storey.</i></p> |

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.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND 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 the economic, environmental and social impacts have been considered.

STRATEGIC DOCUMENT REFERENCE:

Land Use Planning and Approvals Act 1993
Launceston Interim Planning Scheme 2015

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

1. DA0319/2022 - 9 Gretna Grove, Norwood - Planning Scheme Assessment - 28 July 2022 [**10.3.1** - 7 pages]
2. DA0319/2022 - 9 Gretna Grove, Norwood - Plans to be Endorsed - 28 July 2022 [**10.3.2** - 12 pages]
3. DA0319/2022 - 9 Gretna Grove, Norwood - Representations - 28 July 2022 [**10.3.3** - 5 pages]

11. ANNOUNCEMENTS BY THE MAYOR

11.1 Mayor's Announcements

FILE NO: SF2375

Acting Mayor Councillor Danny Gibson

Saturday 16 July 2022

- Attended and officiated at the Launceston Competitions (Dance), Princess Theatre

Sunday 17 July 2022

- Attended the launch of the Tamar Estuary Management Taskforce's 10-year vision for the *kanamaluka*/Tamar Estuary

Wednesday 20 July 2022

- Attended the Tamar Valley Leaders' lunch, Hotel Grand Chancellor

Wednesday 20 July 2022

- Attended the *Fragile X Awareness* event - Lighting of the Town Hall
-

Mayor Councillor Albert van Zetten

Sunday 24 July 2022

- Attended the Gateway Church's 146th Anniversary Celebrations, Gateway Church

Tuesday 26 July 2022

- Presided over the City of Launceston Citizenship Ceremony, Tramsheds Function Centre

Wednesday 27 July 2022

- Attended the final celebration of the Kings Meadows ABCDE Learning Site, Kings Meadows Bowls Club
 - Attended the Australian Ballet, Ballet Gala, Princess Theatre
-

12. 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).

13. QUESTIONS BY COUNCILLORS

13.1 Councillors' 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 Chief Executive Officer of a question in respect of which the councillor seeks an answer at that Meeting. An answer to a Question on Notice will be provided in writing).

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

13.2 Councillors' 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).

14. COMMUNITY AND PLACE NETWORK

14.1 Homelessness Advisory Committee - Terms of Reference

FILE NO: SF7447

AUTHOR: Caralisa Farrell (Team Leader Community Development)

GENERAL MANAGER APPROVAL: Dan Ryan (Community and Place Network)

DECISION STATEMENT:

To consider the revised Terms of Reference (14-ToR-003) for the Homelessness Advisory Committee.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 16 June 2022 - 13.1 - Homelessness Advisory Committee - Terms of Reference

Workshop - 21 July 2022 - Homelessness Advisory Committee Councillor Nominations

RECOMMENDATION:

That Council amends the existing Homelessness Advisory Committee's Terms of Reference (14-ToR-003) by changing the number of community representatives from four to six, adding CatholicCare Tasmania as an additional agency and more clearly defining the length of tenure for City of Launceston Councillors.

Homelessness Advisory Committee - Terms of Reference

The Homelessness Advisory Committee is a Special Committee of Council, established pursuant to section 24 of the *Local Government Act 1993 (Tas)*.

PURPOSE:

Homelessness is a complex issue and there are many factors that contribute to a person's homelessness. Many of these factors lie outside the remit of local government, however through an educated, collaborative and needs focussed approach, the City of Launceston is committed to working with community to play a constructive role in the provision of strategies and actions to support the homeless community.

The primary purpose of the Homelessness Advisory Committee is to:

- Enable a collaborative approach between key sector service providers, community members and relevant levels of government in addressing the short, medium and long-term needs of Launceston's homeless community.

- Identify, support and coordinate achievable actions which will assist in addressing the evolving needs of Launceston's homeless community.
- Develop a greater and shared understanding of the roles, responsibilities and priorities within the community in responding to homelessness.

OBJECTIVES:

The objectives of the Homelessness Advisory Committee are to:

- provide a communicative link between the Council and relevant stakeholders
- provide advice and make recommendations to the Council on issues and matters relating to homelessness
- facilitate response to issues as raised through the appropriate response agency
- develop a Homelessness Action Plan that will guide a commitment to addressing the needs of Launceston's homeless community
- provide recommendations on methods and techniques to better inform and engage the community on homelessness issues; and
- provide advocacy for the needs of Launceston's homeless community.

MEMBERSHIP:

The Homelessness Advisory Committee will include two City of Launceston Councillors, nominated and endorsed by the Council, one of whom will be the Chair. The Councillors' role will be for a four year period coinciding with Local Government Council elections, subject to a review after two years.

The Committee will include one representative from each of the following agencies:

- Launceston City Mission
- St Vincent de Paul Society
- Anglicare Tasmania
- CatholicCare Tasmania
- Tasmania Police
- The Salvation Army
- Shekinah House
- Department of Communities Tasmania

The Committee will also include up to six community member representatives considered by the Committee to have appropriate expertise and experience to contribute to the aims of the Committee and appointed by Council.

The Committee will allow for a representative from neighbouring Councils in order to support a region wide approach to addressing the issue of homelessness.

The Committee will be supported by:

- General Manager Community and Place Network
- Team Leader Community Development
- One Council Administration Officer.

The Council's Officers from Liveable Communities will provide advice and/or assistance to the Committee. From time to time advice and support may be sought from other officers within the Council when their expertise is required.

COMMUNITY MEMBER REPRESENTATIVE SELECTION CRITERIA:

Aside from the Councillors' roles and those representing the organisations referenced, community member representatives will be appointed by the Council and will be selected with consideration to the following criteria:

- professional experience working in a field such as social and community housing, and/or
- lived experience of homelessness; and
- professional experience in social infrastructure and systemic issues across the homelessness, health and welfare sectors, and
- diversity - in terms of age, culture, religion, disability, gender, sexual preference, health status, and
- ability to attend meetings in keeping with the meeting schedule determined by the Committee from time to time.

COMMUNITY MEMBER REPRESENTATIVE SELECTION PROCESS:

Community Member Representatives will be appointed in keeping with Council's Community Appointments to Advisory Committees Policy.

TERMS OF APPOINTMENT:

- The term of appointment will be for a two year period.
- Members completing a two year term may re-apply for a further two year term.
- Any member may resign at any time by advising their resignation to the Committee in writing.
- If a Committee member is absent without notification for two consecutive meetings, the Committee may declare the position vacant. When a vacancy occurs, the Chair is to report this to the Chief Executive Officer, who will determine the process for filling the vacancy.
- Members are not remunerated for their service to the Committee.

MEETING ARRANGEMENTS:

- If the Chair is not present at a Meeting, the other Councillor who has been appointed to the Committee shall Chair the Meeting.
- The Homelessness Advisory Committee will meet every two months and other times as required according to arrangements agreed to by the Committee. The schedule will be published following this agreement.
- Critical non-scheduled meetings may be convened by the Chair, if the Chair determines the need.
- Meetings will not exceed two hours in duration, unless otherwise advised.
- Agendas will be forwarded to members at least four working days prior to each Meeting.
- Minutes of the Meeting will be circulated to all members within 10 working days of each Meeting.

MEETING QUORUM:

An absolute majority, including at least one City of Launceston Councillor, is considered a quorum for Meetings of the Homelessness Advisory Committee.

MEETING NOTICES

Meeting Agendas, Minutes and associated papers will be distributed to all Committee members via email at least four clear days of the scheduled Meeting. Minutes of the Meeting will be made available for public viewing at www.launceston.tas.gov.au.

HOW THE COMMITTEE WILL OPERATE:

The Homelessness Advisory Committee:

- is an advisory body that provides non-binding strategic guidance to the Council. The Committee does not have delegated authority from Council.
- will be coordinated by a Council officer.
- may establish working groups as needed to address specific projects and may include additional people from the community where there is a specific need.

CODE OF CONDUCT:

Agency and community committee members must adhere to the Code of Conduct for Members of Special Committees. Councillors and the Council's Officers must also adhere to their relevant Code of Conduct. Members will demonstrate our values in actions. City of Launceston is a values-based organisation and we expect the members of our advisory committees to support our values.

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| <div data-bbox="384 969 536 1120" data-label="Image"> </div> <p data-bbox="395 1131 528 1187">Our people matter</p> <ul data-bbox="172 1232 748 1402" style="list-style-type: none"> • we value clear and open communication • we support and encourage each other • we respect diversity • we recognise individual needs, experience and strengths | <div data-bbox="1031 969 1182 1120" data-label="Image"> </div> <p data-bbox="1019 1131 1198 1187">We care about our community</p> <ul data-bbox="798 1232 1417 1496" style="list-style-type: none"> • we take pride in our work and pursue a standard of excellence • we genuinely listen, and value collaborative relationships • we strive towards the best outcome for our community • we make responsible and sustainable decisions |
| <div data-bbox="392 1514 528 1641" data-label="Image"> </div> <p data-bbox="395 1653 528 1709">We bring an open mind</p> <ul data-bbox="172 1753 721 1995" style="list-style-type: none"> • we actively seek opportunities to continuously improve • we respect and explore different ideas and perspectives • we embrace change that leads to positive outcomes • we value innovation and creativity | <div data-bbox="1038 1514 1174 1641" data-label="Image"> </div> <p data-bbox="1038 1653 1182 1709">We go home safe and well</p> <ul data-bbox="798 1753 1406 1995" style="list-style-type: none"> • we show care for people and look out for one another • we speak up and support others to be healthy and safe • we take personal responsibility for our own health and wellbeing • we value work-life fit |

CONFLICT OF INTEREST:

If a Committee member has an actual or perceived interest in a matter to be considered by the Committee, they must declare that interest prior to any discussion of the matter.

Interests will be managed in a way that respects the Committee member and the operation of the Committee. In some circumstances, this will mean that a Committee member with a declared interest will be required to withdraw from the Meeting during the discussions of the matter.

The declaration of interest will be noted in the report outlining the Committee's Recommendation to Council.

RESOURCES:

The Council will provide an officer to organise meetings, take minutes and distribute follow-up actions to other officers.

REVIEW:

The Terms of Reference, including membership, will be reviewed at least every two years from the date of adoption of this version.

RELATED POLICIES AND PROCEDURES:

14-Plx-032 - Code of Conduct for Councillors

14-Plx-033 - Code of Conduct for Members of Special Committees

22-PI-030 - Code of Conduct Policy

14-Plx-029 - Community Appointments to Advisory Committees Policy

REPORT:

The request to change the Terms of Reference to allow for six community representatives instead of four is due to the high level of applicants received from well qualified and sector relevant individuals. Some of these applications are currently represented in the existing Homelessness Response Group and have provided great value and alignment to the purpose of the Committee.

CatholicCare has been included as an organisation that will have a representative on the Committee due to its significant participation in outreach work with the homeless community and its key role as a stakeholder within the Housing Connect network.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 5: We serve and care for our community by providing equitable and efficient services that reflects needs and expectations of our community.

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

Focus Areas:

1. To plan for and provide services and facilities that recognises the changing demographics and needs of our community.
2. To define and communicate our role in promoting social inclusion and equity.
3. To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.
4. To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.
5. To promote and support active and healthy lifestyles of our community.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

1. 14-ToR-003 Homelessness Advisory Committee - Terms of Reference
[14.1.1 - 5 pages]

14.2 Homelessness Advisory Committee - Confirmation of Community Representation

FILE NO: SF7447

AUTHOR: Caralisa Farrell (Team Leader Community Development)

GENERAL MANAGER APPROVAL: Dan Ryan (Community and Place Network)

DECISION STATEMENT:

To consider the appointment of the two City of Launceston Councillors and six community representatives to the Homelessness Advisory Committee.

PREVIOUS COUNCIL CONSIDERATION:

Council - 16 June 2022 - Agenda Item 13.1 - Homelessness Advisory Committee - Terms of Reference

Workshop - 21 July 2022 - Homelessness Advisory Committee Councillor Nominations

RECOMMENDATION:

That Council appoints:

1. two City of Launceston Councillors (to be determined) to the Homelessness Advisory Committee from 28 July 2022 until the Local Government elections in October 2022; and
2. the following six community representatives for a period of two years:
 - (a) Stephen Avery
 - (b) Lynette Cameron
 - (c) Allison Mayne
 - (d) Darren McKay
 - (e) Philip Redmond
 - (f) Kate Ross

REPORT:

At the Workshop held on 21 July 2022, the matter was discussed and it was identified that it would be necessary to conduct a ballot to determine City of Launceston Councillor representation on the Committee.

The Community Representatives were determined through an Assessment Panel process described below.

In the *Examiner* newspaper on 25 June 2022, expressions of interest were sought from anyone interested in being a Community Member Representative on this Committee. The period available to apply was advertised as closing on Monday, 11 July 2022 at 11am.

An Assessment Panel of three Council Officers was formed to review the applications in accordance both with City of Launceston's Values and with the following Selection Criteria listed in the Terms of Reference endorsed at the Council Meeting on 16 June 2022:

- professional experience working in a field such as social and community housing, and/or
- lived experience of homelessness; and/or
- professional experience in social infrastructure and systemic issues across the homelessness, health and welfare sectors, and
- diversity - in terms of age, culture, religion, disability, gender, sexual preference, health status; and
- ability to attend meetings in keeping with the meeting schedule determined by the Committee from time to time.

Each of the three Council Officers independently rated each applicant against each of the criteria and results were totalled. Recommendation 2. contains the names of the Community Representatives being nominated for endorsement.

The Terms of Reference state that membership of the Committee will include:

- two City of Launceston Councillors one of whom will be the Chair;
- six Community Representatives; and
- relevant community organisations.

The Committee will also allow for a representative from neighbouring Councils in order to support a region wide approach to addressing the issue of homelessness.

Membership will be reviewed every two years.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 5: We serve and care for our community by providing equitable and efficient services that reflects the needs and expectations of our community.

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

Focus Areas:

1. To plan for and provide services and facilities that recognises the changing demographics and needs of our community.
2. To define and communicate our role in promoting social inclusion and equity.
3. To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

Nil

15. CREATIVE ARTS AND CULTURAL SERVICES NETWORK

15.1 Queen Victoria Museum and Art Gallery Activity Report - May-June 2022

FILE NO: SF5478

AUTHOR: Karina West (Manager Museum Operations)

GENERAL MANAGER: Shane Fitzgerald (Creative Arts and Cultural Services Network)

DECISION STATEMENT:

To receive the Queen Victoria Museum and Art Gallery May-June 2022 activity report.

RECOMMENDATION:

That Council receives the Queen Victoria Museum and Art Gallery's activity report for the period May-June 2022 (Doc Set ID 4750767).

REPORT:

The Queen Victoria Museum and Art Gallery's (QVMAG) activity report outlines key activities during the May-June 2022 reporting period and includes reporting across the following areas of the QVMAG:

- Executive update
- Exhibitions
- Public programs
- Education programs
- The Arts Foundation
- The Friends of QVMAG
- Social media, website, marketing and media
- Commercial performance

Future QVMAG activity reports will be presented on a quarterly basis, with the next reporting period being for the July-September period and presented to Council in October 2022.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The QVMAG's activities and programs are intended to attract new audiences to the museum and to the region, particularly those communities who have previously been under-represented

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

1. Queen Victoria Museum and Art Gallery Activity Report - May-June 2022
[15.1.1 - 26 pages]

16. INFRASTRUCTURE AND ASSETS NETWORK

16.1 Albert Hall Conservation Management Plan

FILE NO: SF6109/SF0367

AUTHOR: Erica McCarthy (Manager Building Assets and Investigations)

GENERAL MANAGER APPROVAL: Shane Eberhardt (Infrastructure and Assets Network)

DECISION STATEMENT:

To consider endorsement of the Albert Hall Conservation Management Plan - January 2022.

RELEVANT LEGISLATION:

Historic Cultural Heritage Act 1995 (Tas)
Launceston Interim Planning Scheme 2015 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 31 March 2022 - Albert Hall Conservation Management Plan

RECOMMENDATION:

That Council endorses the Albert Hall Conservation Management Plan - January 2022 (ECM Doc Set ID 4747691).

REPORT:

As part of the Albert Hall Renewal Project, which commenced in 2020, the project team commissioned Purcell to produce a Conservation Management Plan (CMP) for the building.

The CMP is a high level strategic document that will ensure that the future care, development and management of the Albert Hall is guided by the current best practice conservation principles, policies and processes.

In alignment with the renewal project, the CMP aims to protect and enhance the significant heritage values of the Albert Hall and to ensure its continuing role in the community.

The CMP is structured into six sections of discussion: Introduction; Understanding the Place; Illustrated History; Significance and Managing Change: Policies and Management. The document is visually descriptive and informative for the reader. The CMP will be a valued reference document for further historical and research work concerning both the Albert Hall and the City Park.

RISK IMPLICATIONS:

If the CMP is not endorsed by Council there is minimal guidance documentation available on how the Albert Hall can be managed appropriately in relation to the best practice heritage and conservation methods. Therefore, the building can be detrimentally impacted by poor decision making relating to renewal, upgrades and operational management. This can lead to the degradation of the asset and its significance to the community.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The Albert Hall is a significant culture and heritage asset for the City of Launceston. The CMP supports the longevity of the Albert Hall which will benefit the community at a social and cultural level. The CMP will work to support the management of the Albert Hall which will encourage it to be used by the community for events and cultural and recreational activities. This usage bring an economic benefit to the municipality.

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.

BUDGET AND FINANCIAL IMPLICATIONS:

Endorsement of the CMP will support the development of the recommended policies and procedures. This will enable the asset and associated renewals to be adequately forecasted within the Strategic Asset Management Plan and Long Term Financial Plan.

There are no budget or financial implications for 2022/2023.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

1. Albert Hall Conservation Management Plan - January 2022 [16.1.1 - 82 pages]

16.2 Waste Management and End of Trip Facilities Project - Town Hall Annex

FILE NO: CD046/2020

AUTHOR: Kevin Hutt (Building Projects Advisor)

GENERAL MANAGER APPROVAL: Shane Eberhardt (Infrastructure and Assets Network)

DECISION STATEMENT:

To re-consider the direct appointment of a contractor for the construction of a Waste Management and End of Trip Facilities Project - Town Hall Annex. This would be on the basis that the City of Launceston did not receive any returned project tenders in December 2021 under Contract Number CD.046/2020 due to the busy market conditions of the construction industry.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government (General) Regulations 2015 (Tas)
Local Government (Meeting Procedures) Regulations 2015 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 14 July 2022 - Agenda Item 15.2 - End of Trip Facilities Project - Town Hall Annex

RECOMMENDATION:

That Council:

1. with reference to Regulation 18(1) of the *Local Government (Meeting Procedures) Regulations 2015 (Tas)*, by absolute majority, rescinds the decision of Council made during the open session of Council on 14 July 2022 in respect of Agenda Item 15.2 - End of Trip Facilities Project - Town Hall Annex.
 2. decides, pursuant to section 27(i)(iii) of the *Local Government (General) Regulations 2015 (Tas)*, by absolute majority, to enter into a contract with Tas City Building Pty Ltd to construct Waste Management and End of Trip Facilities Project - Town Hall Annex outside the tender process required under section 333A of the *Local Government Act 1993 (Tas)*, for the reason that a satisfactory result would not be achieved because of the unavailability of competitive or reliable tenderers.
 3. requests and authorises the Chief Executive Officer to negotiate terms and conditions and award the contract to Tas City Building Pty Ltd.
-

REPORT:

Introduction:

This matter was considered by Council at its Meeting on Thursday, 14 July 2022, however, due to a number of Councillors being absent from the Meeting as a result of leave as well as another Councillor having to declare a conflict of interest, there were only eight Councillors able to participate in the decision. The decision required an absolute majority of Council (seven) and the Motion was lost even though six voted for and only two against. Accordingly, it is considered that the number of absences unduly caused this decision not to reflect the will of the Council. Accordingly, it is recommended that the matter be re-considered by the Council.

It should be noted that the title of the project has also been broadened to include Waste Management as the development is proposed to include facilities to manage the organisation's waste (includes for cardboard, plastics, paper and newly introduced FOGO collections). The element of the project did not seem to be recognised during the Council's consideration of the matter.

Motion to Overturn Decision:

In respect to Recommendation 1., the following extract, provided as context, as required by Regulation 18(1) of the *Local Government (Meeting Procedures) Regulations 2015* (Tas):

18. Motion to overturn decision

- (3) Any report given by the general manager to a council in respect of a proposed motion to overturn a decision of the council, or that will result in the overturning of a decision of the council, wholly or partly, is to include -*
- (a) a statement that the proposed motion, if resolved in the affirmative, would overturn that previous decision or part of that previous decision; and*
 - (b) the details of that previous decision, or the part of that previous decision, that would be overturned; and*
 - (c) advice as to whether or not that previous decision, or that part of that previous decision, directed that certain action be taken; and*
 - (d) if that previous decision, or that part of that previous decision, directed that certain action be taken, advice as to whether or not that action has been wholly or substantially carried out.*

The Chief Executive Officer advises the following:

- (a) by approving today's Recommendation in the affirmative, by absolute majority, Council would overturn the entirety of the previous decision of Council on 14 July 2022 in respect of Agenda Item 15.2 - End of Trip Facilities Project - Town Hall Annex;
- (b) the previous decision, by absolute majority, was not to approve the previous Recommendation;
- (c) no action was required as a result of the previous decision of Council; and
- (d) no action has been wholly or substantially carried out as a result of the previous decision of Council.

Background:

Due to busy market conditions in the construction industry in 2021, the City of Launceston did not receive any priced tenders to the publicly advertised project for the construction of the Waste Management and End of Trip Facilities at the Town Hall Annex. Once the project is complete, it will provide simplified staff showers, an accessible bathroom, changing facilities, bicycle storage and waste management facilities at the Town Hall Annex.

In January 2022, following the failed tender process, the City of Launceston approached Tas City Building Pty Ltd to price the project in accordance with the Request For Tender (RFT) documents created and issued previously. Tas City Building Pty Ltd were approached as they had recently been successful for the contract to upgrade the Launceston Tennis Centre. Subsequently, this project has been put on hold until the issue of a funding shortfall can be resolved. This delay created an opportunity for Tas City Building Pty Ltd to undertake the Waste Management and End of Trip Facilities Project at the Town Hall Annex.

In April/May 2022 the Council requested Tas City Building Pty Ltd to recast a reduced project specification and more cost effective finishes that would align with the project's budget.

On 29 June 2022, a negotiated RFT price was obtained for \$484,823.00 (fixed lump sum tender price) plus \$45,000.00 (project contingency amount) totalling \$529,823.00 (exclusive of GST).

The price submitted is comparable to the project Quantity Surveyor's cost estimate prepared in November 2020 of \$470,000.00. Escalating this price to current market costs as of 27 June 2022, the cost of the project would be priced at \$554,600.00 (escalation rate used at 18% per annum). The tender price received is, therefore, \$24,770 below the estimated market cost.

The tender price obtained demonstrates best value of the works to be constructed and is justifiable, providing the Council a level of comfort to proceed and make an appointment. It is recommended that the Council proceed with, and provide a direct appointment, of Tas City Building Pty Ltd to the project. Clearly, this is not the usual process for the City of Launceston, however, these are not usual times. It should be noted that the process still remains compliant with section 27(i)(iii) of the *Local Government (General) Regulations 2015* (Tas).

It is becoming increasingly necessary for the Council to engage in more agile procurement processes in order to access the market to progress projects in a timely manner. Should the Council not adapt to changing conditions, it is clear that more and more projects will be deferred and, therefore, continue to increase in construction price.

RISK IMPLICATIONS:

The contractor has submitted a lump sum fixed price for the project, hence, the risk of cost increases to the Council is limited.

Furthermore, the budgeted contingency of the Council of \$45,000 should deal with any unforeseen matters arising from the construction works.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The long term economic and social benefits to the Council's employees is hugely beneficial from both physical and mental health perspectives. The project, therefore, facilitates the Council's core values, that *we care about our community* and that *staff go home safe and well*.

The waste storage component of the project (includes for cardboard, plastics, paper and newly introduced FOGO collections) will have an economic and environmental benefit by locating all waste into one central collection point, permitting easy accessible weekly removal with reduced operational costs, reduced carbon footprint and environmental emissions.

The *Launceston Transport Strategy 2020-2040* and the *Sustainability Action Plan 2022-2030* identify end of trip facilities as a key action. These facilities will support and encourage multimodal transport choices, such as riding or walking to work, to reduce greenhouse gas emissions and improve traffic congestion.

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.

BUDGET AND FINANCIAL IMPLICATIONS:

The total approved project budget allocation is \$610,000. The contract price of \$529,823 (including a contingency sum) is, therefore, within the allocated and approved project budget.

The residual budget allocation of \$80,177 will be set towards the payment of the project design fees, the documentation production expenses, obtaining the Development Application, Building Permits and Project Management fees.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

1. Site Plan [**16.2.1** - 1 page]
2. Floor Plan [**16.2.2** - 1 page]

16.3 Launceston Pump Track Assessment

FILE NO: SF2232

AUTHOR: Phil Bonney (Manager Parks and Sustainability)

GENERAL MANAGER APPROVAL: Shane Eberhardt (Infrastructure and Assets Network)

DECISION STATEMENT:

To consider the options for the provision of pump tracks within Launceston.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2015

PREVIOUS COUNCIL CONSIDERATION:

Council - 5 May 2022 - Agenda Item 13.1 - Notice of Motion - Councillor D G Gibson - Launceston Pump Track

RECOMMENDATION:

That Council:

1. receives the report on location options for the provision of pump tracks within Launceston.
 2. commits to the future enhancement of trails and the development of a pump track at the Kate Reed Nature Recreation Area (to coincide with the adjacent new subdivision and subject to discussions with the State Government).
 3. requests Officers further investigate construction options for the preferred location/s and report back to Council prior to the 2023/2024 budget deliberations.
-

REPORT:

Background

Pump tracks are surfaces of constantly changing elevation where riders generate speed by *pumping* or *lifting* and then applying pressure to their bikes as they move over features called rollers, berms and jumps - rather than pedaling.

Pump tracks can be linear circuits or continuous areas with little definition of the way riders will move through them - like a skate park, or ideally a combination of the two. Good pump tracks can be ridden in different ways by riders of all abilities and a single pump track may be separated into different zones with features that best suit different rider abilities or types.

Pump tracks were originally built by enthusiast mountain bike and BMX riders to develop skills in areas too small for conventional trails but their use has now grown into a distinct mountain bike activity and even a competitive discipline. Along with bike riders, tracks are increasingly popular with scooter riders and skate boarders and are widely recognised as opportunities for young riders and families to develop skills together that can be used on conventional trails.

Pump tracks may have a sealed asphalt, polymer or concrete surface or an unsealed surface of the local soil or imported gravels and clay.

Asphalt surface pump tracks, whilst costing more to construct initially, are most common as the surface of the track is maintenance free and its profile remains constant, which reduces long term cost and conserves the experience provided for users.

Due to the complex shapes and often steep profiles that a pump track involves, unsealed pump tracks degrade quickly and require constant maintenance to ensure user experience and safety. Unsealed pump tracks are, therefore, best suited to private environments where user maintenance is possible.

Modular pump tracks constructed from timber, steel and composites are used for temporary purposes and are less common.

Unlike other trails, the physical site attributes required to develop a successful pump track are straight forward and simply require the ability to establish a compact, stable pad upon which the track may be built, with the ability to create drains to remove water from within the track footprint. Choosing a site that is relatively flat and stable will reduce construction costs.

Critical to the success of a pump track is its location relative to the people that will use it, existing amenities like toilets, car parks and furniture and other facilities that will increase its appeal to groups made up of riders and non-riders. These complimentary facilities can include other trails, skate parks, playgrounds and cafes.

The development of pump tracks is rapidly increasing across Australia with the best examples of large-scale high-quality facilities in New South Wales and Queensland. An increasing number of Tasmanian municipalities now offer pump tracks which have often been developed as a component of larger mountain bike destination developments.

The size of the area required is determined by the scale and usually the available budget of the pump track. Total development costs for asphalt pump tracks of typical scale (800m² to 1,000m²) recently tendered in Australia range from \$150,000 to \$300,000. Nationally significant pump tracks (up to 6,000m²) recently developed in Queensland have ranged in value from \$760,000 to \$2,300,000 though these figures include additional amenities and landscaping.

Within the Launceston municipality, the only public pump track is located at Hollybank. This unsealed track was developed at the time the larger trail network was being constructed in 2013. It is only small in scale, is a very basic design reflecting the time of its construction, has not been maintained and is over 20kms from Launceston.

Linkage to Existing Plans and Strategies

Construction of a pump track in Launceston will provide a contemporary offering to meet the recreational objectives and themes of the following key plans and strategies:

Launceston City Council Open Space Strategy 2007

| | |
|----------------|--|
| Purpose | To guide future planning, provision, use and development of open space in the Launceston municipality to cater for open space provision and recreational opportunities (<i>Note: this Strategy is being reviewed in 2022/2023. The pump track assessment will be taken into consideration as part of that review. A separate Trail and Networks Strategy will be developed subsequent to the Open Space Strategy review, building on the Open Space Strategy outcomes to further define our trails and bike facility needs</i>). |
|----------------|--|

Launceston Transport Strategy 2020-2040

| | |
|-------------------|---|
| Theme | A Healthy Launceston |
| Initiative | H1.1 - Improve education and training opportunities for cycling across all age groups |

Greater Launceston Plan

| | |
|-----------------------|---|
| Theme | Liveability and Amenity |
| Key Directions | Support initiatives that build improvements to sustainable liveability and amenity that contribute to the health and wellbeing of the community |

City of Launceston Corporate Strategic Plan 2014-2024

| | |
|-----------------------------|---|
| Strategic Priority 3 | Focus Area 1 - To promote and support active and healthy lifestyles of our community |
| Strategic Priority 4 | Focus Area 2 - To continue to offer an attractive network of parks, open spaces, and facilities throughout Launceston |
| Strategic Priority 5 | Focus Area 5 - To promote and support active and healthy lifestyles of our community |

Assessment Process

Firstly, all parks and reserve areas within the City of Launceston municipality were considered if they could provide:

- sufficient open area without clearing existing park/bushland vegetation; and
- sufficient open area preferably without removing existing infrastructure; and
- suitable topography (minimal gradient) for a successful pump track; and
- adequate separation from neighbouring residential dwellings; and
- adequate street frontage and prominence.

Where it was clear that sites would not provide the above, they were not progressed to the more detailed assessment process.

The remaining 16 park and reserve sites were then assessed under a two-step process:

1. Four mandatory criteria (yes or no response only).
2. Six weighted criteria (to be scored).

Amongst others, a scored criteria on the sites connectivity and linkages was applied, ie. How easily is the site accessed by Launceston residents (central/well connected site)? Are there active/public transport linkages (pedestrian paths, cycling trails, public transport)?

Explanatory commentary was added to provide context where required. Further, to ensure consistency during the process, a set of criteria guidelines was developed and referenced throughout the assessment.

To assist in both guideline development and the assessment, the Council engaged Mr Robert Potter, a Launceston based independent consultant, who works across a diverse range of mountain bike oriented activities and who has significant experience in all aspects of the development of mountain bike trail infrastructure, including pump track design.

Assessment Outcomes

Of the 16 locations short-listed for assessment in Step 1, 10 passed the mandatory criteria. These 10 were assessed under the weighted criteria in Step 2, utilising local and operational knowledge of the areas and information contained in the Council's mapping system (eg. site location, topography, gradients, existing services and assets and their locations). Site visits were also conducted where required.

The full assessment results are detailed in Attachment 1.

The top five locations are identified below with summary comments on site attributes that would impact design, construction, and cost of a new facility:

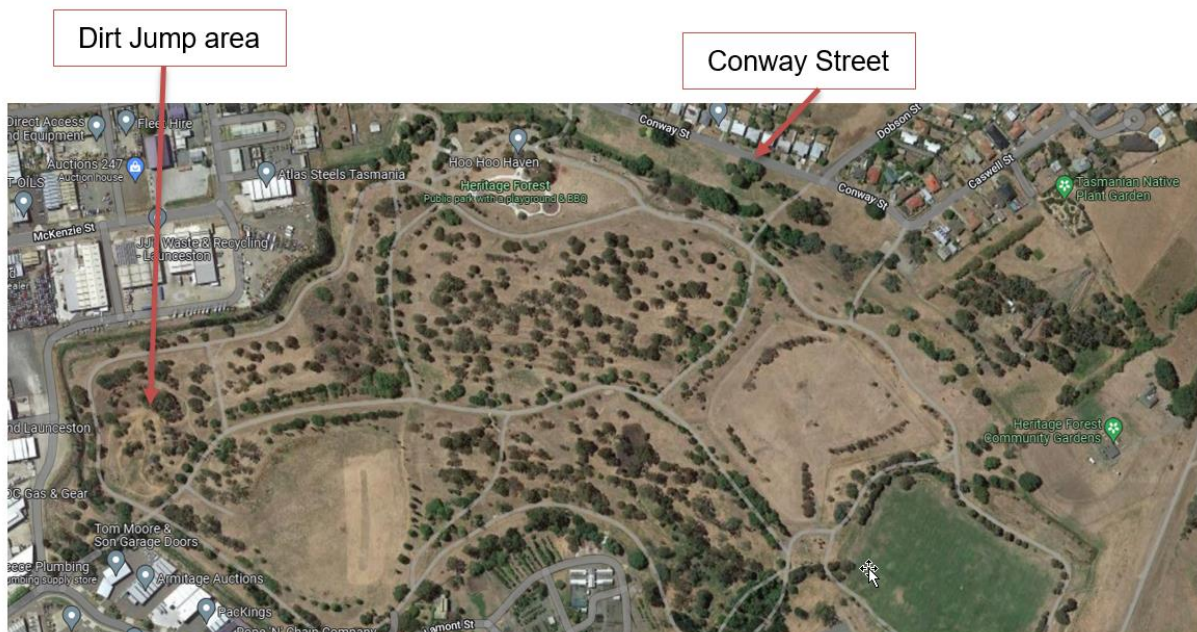
1. Royal Park

- Centrally located site with linkages to pedestrian and cycle paths.
- Existing nearby recreational facilities (skate park, Riverbend Park).
- Existing amenities - toilets, seating, barbecues, shade, Seaport.
- Around 1,200m² of space available depending on buffer from mature trees.
- There are some recently planted trees within the last couple of years; it is expected these could be relocated.
- All asphalt paths in the immediate area appear stable with few cracks or evidence of movement.
- There is significant water collection during wetter months.
- Construction access will be difficult.



2. Heritage Forest

- Multiple potential sites are available; however, it is a former municipal landfill site.
- There is a real risk of surface deformation/failure from ongoing landfill settlement issues. The necessary mitigation measures would have significant impact on construction costs.
- Location adjacent to the existing dirt jumps would provide users with multiple opportunities in the same space - however, the dirt jumps need some improvement to contribute positively to user experience. If a pump track were to be developed in this area, resurfacing the dirt jumps with a less-clay based material would be required to reduce the amount of material being transported onto the asphalt pump track surface during use
- The location borders an industrial area which detracts from visitor experience.
- Would need to work around established trees and existing jump trails to access useable space.
- Area near Conway Street and closer to Mowbray offers different opportunities with proximity to playground, seating etc, but is less central.



3. Kate Reed Nature Recreation Area

- State Government owned land, managed by Parks and Wildlife.
- Uncertainty exists regarding impact of new road alignment and future suburb on existing tracks, so the Silverdome location is preferred.
- The Council is already committed to future enhancement of trails and development of a pump track at the Kate Reed Nature Recreation Area (to coincide with the adjacent new subdivision and subject to discussions with the State Government).
- This is a longer-term commitment and not a possibility at this stage (eg. at least two-three years).

4. West Launceston Community Park

- 1,100m² available area, though this does require removal of two small deciduous trees and removal/relocation of carpark on Stanley Street.
- Options to configure track area around the gum tree or else pruning/removal.
- Consultation recommended with neighbouring properties/carpark users.
- Option to increase parking at Talita Avenue, does require further investment in the site.
- There are significant rocks protruding (may be moveable with appropriate size machine).
- The available area is very wet, with the ground waterlogged at this time (July 2022) despite surface drainage upslope.
- Location offers some synergy with existing access to Kate Reed Nature Recreation Area.
- Excellent construction access.
- Public toilets and new barbeque facilities located near Talita Avenue access, playground and half basketball court located in proximity to the proposed site.



5. Waverley Lake Park

- The section identified is Crown land and not managed by the City of Launceston.
- Not deliverable in the short-term.
- The site is not centrally located, nor is it in proximity to other off road bike trails or tracks. It is located near a primary school.
- There are public toilets, a half basketball court and a car park, plus a walking track around the lake and a small fishing jetty.
- A small skate park was previously located here, however, this was removed due to ongoing vandalism.



The five parks and reserve areas that scored the lowest on the weighted criteria (Step 2) were Charlton Street Reserve, Trevallyn Nature Recreation Area, Youngtown Regional Park, Torrens Street Park and Bibra Place Recreation Reserve.

The six parks and reserve areas that did not meet the mandatory criteria (Step 1) were Caledonian Square, Deviation Crescent Reserve, Dover Reserve, Mt Stuart Park, Newstead Reserve and Trevallyn Park.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 5: We serve and care for our community by providing equitable and efficient services that reflects needs and expectations of our community.

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

Focus Areas:

1. To plan for and provide services and facilities that recognises the changing demographics and needs of our community.
5. To promote and support active and healthy lifestyles of our community.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

1. Assessment - Pump Track Location Suitability [**16.3.1** - 3 pages]

17. ORGANISATIONAL SERVICES NETWORK

17.1 2022 Local Government Elections - Caretaker Policy

FILE NO: SF7456

AUTHOR: Leanne Purchase (Manager Governance)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider adopting a policy that allows for the Council to operate in a caretaker period during the 2022 Local Government elections.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Land Use Planning and Approvals Act 1993

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 7 June 2022 - Chief Executive Officer's Update and General Business

RECOMMENDATION:

That Council adopts the following Local Government Election Caretaker Policy (14-PI-038) as detailed below:

Local Government Election Caretaker Policy

PURPOSE

To enable the Council to maintain its operations at required service levels and establish clear guidelines for the conduct of the Mayor, Deputy Mayor, Councillors and employees during a Local Government election process.

SCOPE

The Policy applies to the Mayor, Deputy Mayor, Councillors and Council employees during the Caretaker Period.

POLICY

Section 1: Functions Not To Be Exercised

During the Caretaker Period the Council, Chief Executive Officer or any other delegate must not exercise the following functions:

- 1.1 appoint, dismiss or renew the contract of the Chief Executive Officer. An Acting General Manager may be appointed in accordance with section 61B of the *Local Government Act 1993 (Tas)*, if required;

- 1.2 enter into any contract or undertaking involving an expenditure or receipt of the Council of an amount to or greater than \$1,223,960, being 1% of the Council's revenue (including Capital Grants) as proposed in the forward estimates for the financial year in which the election is to be held. However, capital and/or operational projects or works as approved by Council as part of the annual budget process and subsequently approved by the awarding of a tender, can proceed during the Caretaker Period, regardless of their scale.
- 1.3 initiate an application to make, amend or repeal a local planning instrument under the *Land Use Planning and Approvals Act 1993* (ie. a planning scheme, a temporary local planning instrument or a planning scheme policy);
- 1.4 make a new By-Law;
- 1.5 approve or renew any Council policies and approve or review any plans and reports pursuant to *Division 2 - Plans and report of the Local Government Act 1993* (Tas).

If, in the view of the Chief Executive Officer, it is in the best interests of the community to deal with a matter that requires the exercise of the above functions during the election period (for instance to achieve a significant financial saving or resolve a time-sensitive matter), the Chief Executive Officer's report to the Council will detail the financial and other consequences of postponing the matter until after the elections.

Section 2: Normal Business of the Council to Continue

During the Caretaker Period, the normal business of Council must be continued and, therefore, the Council, Chief Executive Officer or any other delegate will continue to exercise the following functions:

- 2.1 Council Meetings, including any Special Council Meetings, shall continue to be held and will consider Agenda Items that relate to the ordinary business of Council other than those matters in Section 1 of this Policy;
- 2.2 Development Applications will be determined by the Council acting as a Planning Authority in accordance with the provisions of the *Land Use Planning and Approvals Act 1993* (LUPAA). The Council is required to comply with the LUPAA statutory timeframes for determining Development Applications. Therefore, this Policy cannot defer consideration of applications during the Caretaker Period as it would be solely reliant on an applicant's willingness to grant extensions of time to determine applications, which cannot be relied upon;
- 2.3 the organisation will continue to provide support to the Mayor, Deputy Mayor and Councillors with respect to their normal day-to-day Council business. Out-of-pocket expenses paid by Councillors during the election for costs incurred in the performance of their duties, which do not relate to any election campaign, will be reimbursed as normal;
- 2.4 the Chief Executive Officer may still exercise all delegations provided by Council, including the appointment of employees;
- 2.5 the Mayor (or Acting Mayor) will still be the spokesperson for Council in accordance with section 27 of the *Local Government Act 1993* (Tas) and shall carry out the civic and ceremonial functions of the mayoral office during the Caretaker Period. However, if the Mayor is a candidate, no electronic newsletters (or similar) are to be published with a Mayoral Column and the Mayor is to refrain from participating in in any regular radio, television, social media interviews and/or articles;
- 2.6 the Council's media releases are to be limited in number and should only relate to the Council's services and activities;

2.7 in undertaking their duties employees should take all steps to avoid any real or perceived support for a candidate in order to protect the organisation's ability to impartially serve any incoming Council following an election.

Section 3: Requirements for Mayor, Deputy Mayor and Councillors

During the Caretaker Period the following will apply to the Mayor, Deputy Mayor and Councillors:

- 3.1 the Council's resources, including offices, support staff, hospitality services, equipment, email address and stationery is to be used exclusively for normal business of the Council and cannot be used in connection with an election;
- 3.2 no electoral material relating to specific candidates is permitted to be displayed or distributed on any of the Council's owned or managed property;
- 3.3 operational requests are to be directed through the Customer Requests system;
- 3.4 the Mayor, Deputy Mayor and Councillors are not to use their position as an elected representative, or their access to employees or resources, to gain media attention in support of their, or any other candidate's election campaign;
- 3.5 the Mayor, Deputy Mayor and Councillors are not to use their membership of a Council Committee or appointment as a member of an external group to disseminate information or promote their, or any other candidate's election campaign;
- 3.6 attendance at externally organised events will not be funded by the Council for any elected members who are candidates so as to avoid the potential (real or perceived) for Council funds to be utilised for election campaigning.

PRINCIPLES

In addition to the Council's Organisational Values, the following principles underpin this policy:

- appropriate elected member conduct (use of public resources).
- fairness and equality - provide all persons the opportunity to participate equally in local government elections
- accountability, transparency and community acceptance
- no disadvantage - separation of Council role from that of a political campaign

RELATED POLICIES AND PROCEDURES

14-Plx-016 Aldermen's Expenses and Resources Policy
14-Plx-032 Code of Conduct for Councillors
14-Plx-001 Council meetings Policy
14-Plx-033 Code of Conduct for Members of Special Committees
26-Plx-009 Political Advertising on Council Facilities Policy
Code of Tendering

RELATED LEGISLATION

Local Government Act 1993 (Tas)
Tasmanian Electoral Act 2004 (Tas)
Land Use Planning and Approvals Act 1993 (Tas)

REFERENCES

Not Applicable.

DEFINITIONS

Candidate means a person standing for election.

Caretaker Period means the period from the issuing of the writ of election through until the close of the polls of the relevant local government general election.

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.

Council means the City of Launceston.

Election Campaign means the activities of candidates to win voter support in the period preceding an election and includes activities such as door knocking, bulk emails, production of signs and flyers, telephone canvassing, social media campaigns and advertising.

Electoral Material means any advertisement, handbill, pamphlet, notice, flyer, letter or article that is intended or calculated to affect the result of an election.

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:

By letter dated 7 June 2022, the Hon. Nic Street MP, Minister for Local Government, strongly encouraged the Council to adopt a caretaker policy prior to this year's local government elections.

The Minister further advised that he is seeking to have the issue of caretaker periods considered at the Premier's Local Government Council in July 2022, in the hope that a shared position can be reached.

In developing the policy recommended for adoption by Council, caretaker policies from other Councils were reviewed. These included Kingborough Council (as recommended by the Minister) and those of Councils in New South Wales, where provision for caretaker mode is made in relevant legislation.

RISK IMPLICATIONS:

Whilst this policy is not supported legislatively, the Council's officers are of the view that the adoption of this policy will help the Council mitigate legal, governance and reputational risks that may arise during the 2022 local government election period.

ECONOMIC, ENVIRONMENTAL AND 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 AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Chief Executive Officer have no interests to declare in this matter.

ATTACHMENTS:

Nil

17.2 Exercise of Three Year Option - 68-72 Cameron Street, Launceston

FILE NO: SF3625

AUTHOR: Duncan Campbell (Team Leader Legal Services)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the exercise of an option to extend the lease at the Launceston Visitor and Information Centre.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 175 of the *Local Government Act 1993 (Tas)*, authorises the exercise of the final option to extend the lease of the Launceston Visitor and Information Centre at 68-72 Cameron Street, Launceston for three years to 30 October 2025, with a commencing rent of \$40,000 exclusive of GST per annum.
 2. requests the Chief Executive Officer to determine the exact area of land to be leased and any remaining terms and conditions of the option as required.
 3. notes, for the avoidance of doubt, that the term 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)*.
-

REPORT:

By a lease dated 23 January 2013, the Council obtained a leasehold interest from Australia Post at 68-72 Cameron Street, Launceston on a five+five+five year basis. This leasehold interest has been used to facilitate the Launceston Travel and Information Centre.

The lease was renewed in 2018 and is due to expire on 30 October 2022. The Council's Officers have negotiated the final term available to the Council from five years to three, which, if utilised, will see the lease carry through until 30 October 2025.

The Council is not legislatively required to obtain a valuation in order to obtain a leasehold interest and the \$40,000 per annum rent is considered appropriate in the circumstances.

If the Recommendation is endorsed, the Council's Officers will exercise the option and complete any remaining documentation to enable the extension of the term to 30 October 2025.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

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

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

Focus Areas:

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

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.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

Nil

17.3 Annual Plan Progress Report - Quarter 4 2021/2022

FILE NO: SF6811

AUTHOR: Courtney Osborne (Corporate Performance and Planning Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider progress against the Council's 2021/2022 Annual Plan Actions for the period ending 30 June 2022.

PREVIOUS COUNCIL CONSIDERATION:

Council - 17 June 2021 - Agenda Item 19.3 - City of Launceston Annual Plan 2021/2022

Council - 4 November 2021 - Agenda Item 19.1 - City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021

Council - 10 February 2022 - Agenda Item 19.2 - City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 31 December 2021

Council - 19 May 2022 - Agenda Item 15.1 - City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 31 March 2022

RECOMMENDATION:

That Council notes progress against the 2021/2022 Annual Plan Actions for the period ending 30 June 2022.

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

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

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

| Focus Area: To develop and consistently utilise contemporary and effective community engagement processes | | |
|--|-------------------------|------------|
| Action | Network | % Complete |
| Implement a rolling program of proactive community engagement through <i>Tomorrow Together</i> . | Organisational Services | 100% |

| | | |
|---|---------------------------|-------------------|
| Comment | | |
| The final theme, a Sustainable Council, from the original program has been completed and a report is being prepared. The next program of engagement is planned and ready for implementation in 2022/2023. | | |
| Focus Area: To develop and consistently utilise contemporary and effective community engagement processes | | |
| Action | Network | % Complete |
| Develop a Community Engagement - Policy, Strategy, Framework and Toolkit. | Organisational Services | 100% |
| Comment | | |
| The Community Engagement Policy, Strategy, Framework and Toolkit have been developed. Internal familiarisation and implementation has begun. Training sessions have commenced with teams across the organisation. Strategy implementation is a focus for 2022/2023. | | |
| Focus Area: To lead the implementation of the Greater Launceston Plan via collaborative and constructive relationships with our regional partners | | |
| Action | Network | % Complete |
| Work with regional partners to complete the review of the Greater Launceston Plan (GLP). Provide an agreed vision and evidence based plan to guide sustainable development of the GLP area over the medium and longer-term horizons, which is supported by all member Councils. | Organisational Services | 50% |
| Comment | | |
| This project has commenced and is now advancing. A consultant has been appointed and engagement is now occurring with council stakeholders. A <i>Building Better Regions Fund</i> grant was submitted seeking additional funding to expand the scope of the review, which has slowed the project. It was decided to defer substantive work until the 2022 census data is available. | | |
| Focus Area: To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities | | |
| Action | Network | % Complete |
| Complete a Regional Sports Facility Plan (the Plan) in conjunction with sporting clubs, the State Government and neighbouring Councils. | Infrastructure and Assets | 85% |
| Comment | | |
| A consultant is delivering the Plan for the City of Launceston and neighbouring Councils through the Northern Tasmania Development Corporation. Stakeholder consultation and data collection has been completed. This was a significant undertaking which has taken time to work through with the different clubs, associations and leagues, etc. Work is continuing on the analysis of the data to inform the findings and recommendations of the Plan. The Plan is now expected to be finalised in early 2022/2023. | | |
| Focus Area: To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities | | |
| Action | Network | % Complete |
| Develop and implement an effective advocacy strategy for the State and Federal elections. | Chief Executive Officer | 100% |

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|--|
| Comment |
| Based on the Council's Four Year Delivery Plan, advocacy on the Council's priority projects occurred with the State and Federal Governments throughout the year. |

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

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

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

| | | |
|--|-------------------------|-------------------|
| Focus Area: To actively market the City and region and pursue investment. | | |
| Action | Network | % Complete |
| Develop and progress Smart Cities initiatives. | Organisational Services | 80% |
| Comment | | |
| Initial tranche of Smart City initiatives developed under the Greater Launceston Transformation Plan are nearing completion. Based on the learning and opportunities from this work, a Smart City Strategy is in development with completion expected in August 2022. | | |
| Focus Area: To actively market the City and region and pursue investment. | | |
| Action | Network | % Complete |
| Implementation of outcomes of Cityprom review. | Organisational Services | 100% |
| Comment | | |
| The outcomes of the Cityprom review have now been delivered by a working group comprising council employees, Cityprom and the Launceston Chamber of Commerce. A Council decision was finalised on 16 June 2022 supporting the outcomes of the review. | | |
| Focus Area: To provide an environment that is supportive to business and development within the municipality. | | |
| Action | Network | % Complete |
| Review and implement Sister Cities Engagement Program. | Organisational Services | 80% |
| Comment | | |
| This project has been slowed by the ongoing COVID-19 Pandemic. The Council has now written to all its Sister Cities and engagement with Sister Cities partners remains positive. Work to progress commitments and measurable outcomes to occur in 2022/2023. The Sister City Committee will convene to further progress and finalise the outcomes from the review. | | |
| Focus Area: To provide an environment that is supportive to business and development within the municipality. | | |
| Action | Network | % Complete |
| Review <i>Horizon 2021</i> - Economic Development Plan. | Organisational Services | 100% |
| Comment | | |
| The review and revised Economic Development Plan drafts have been completed. | | |

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

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

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

| | | |
|---|-------------------------|-------------------|
| Focus Area: To provide for the health, safety and welfare of the community. | | |
| Action | Network | % Complete |
| Continue to support the long-term recovery of the municipal area in light of the COVID-19 Pandemic. | Chief Executive Officer | 100% |
| Comment | | |
| The Launceston economy is performing well despite the impact of the COVID-19 Pandemic and this was highlighted in the Council's 2022 <i>State of the City Report</i> . The Council's Long Term Financial Plan has been revised to provide a balanced approach to addressing the financial impacts of the COVID-19 Pandemic without placing undue financial stress on Launceston ratepayers. This will necessitate a glide path that will return the Council to operational surplus within the medium term. | | |
| Focus Area: To fairly and equitably discharge our statutory and governance obligations. | | |
| Action | Network | % Complete |
| Provide information and advice to prospective Councillor candidates and support the Tasmanian Electoral Commission in the delivery of the Local Government election. | Organisational Services | 100% |
| Comment | | |
| The Council's Officers, including the Chief Executive Officer, have provided information and advice to prospective candidates and electors on the upcoming local government election through its website, the Council Agenda and discussions with individuals and groups. The Council will run Candidate Information Sessions in the lead up to the 2022 Local Government Election and planning for these sessions has commenced. The content for these sessions will be finalised in the 2022/2023 financial year as information as to the conduct of the election is available from the Tasmanian Electoral Commission and the Local Government Association of Tasmania. The Council's Officers will continue to provide information on the upcoming election as opportunities arise. | | |
| The Council's Officers will liaise with the Tasmanian Electoral Commission on an ongoing basis to provide support in the delivery of the Local Government Election. The General Manager's Electoral Roll was updated in March in preparation for the checking of elector eligibility on the roll process to occur in July 2022. | | |
| Focus Area: To ensure decisions are made on the basis of accurate and relevant information. | | |

| Action | Network | % Complete |
|---|-------------------------|------------|
| <p>Level of Service Planning Stage 1</p> <ul style="list-style-type: none"> Develop a project plan to document service levels, review appropriateness of services and engage with the community around expectations. | Organisational Services | 10% |
| Comment | | |
| <p>This project has been slowed due to an inability to recruit a Level of Service Officer. An internal working group has been established to progress this project. A draft policy has been formulated and work has commenced on development of a framework for the Level of Service work.</p> | | |
| Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations. | | |
| Action | Network | % Complete |
| <p>Organisational Cultural Development Roadmap</p> <ul style="list-style-type: none"> Continue to implement an organisational development program. | Organisational Services | 100% |
| Comment | | |
| <p>New members of the Organisational Development (OD) team commenced in April 2022. The team has reviewed its OD A3 Team Plan and confirmed priorities for the coming year. The team are engaging with leaders in the organisation to inform a review and enhancement of the Leadership Development Program. This will build on the work that has been undertaken to develop leaders as part of the Leadership Foundation Program conducted in 2021/2022.</p> <p>The leadership capabilities are being reviewed and streamlined. The Value's Champions continue to work well together with the value of <i>We care about our Community</i> underway. Teams are engaging in discussions and sharing stories about ways the organisation's people and teams care for our community.</p> <p>The Cultural Survey has been postponed until February 2023 due to ongoing Enterprise Agreement negotiations.</p> | | |
| Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations. | | |
| Action | Network | % Complete |
| <p>Commence development of a Business Performance Measurement framework, as well as Strategic, Operational and Community satisfaction focused Key Performance Indicators which can be tracked in a consistent manner and reported on.</p> | Organisational Services | 5% |
| Comment | | |
| <p>Project on hold due to competing priorities.</p> | | |

| | | |
|--|-------------------------|-------------------|
| Focus Area: To maintain a financially sustainable organisation. | | |
| Action | Network | % Complete |
| Implement the recommendations of the UTAS Stadium Future Direction Plan. | Chief Executive Officer | 100% |
| Comment | | |
| The Council's Officers are currently working with the State Government to form the new entity <i>Stadiums Tasmania</i> which will assume ownership of the UTAS Stadium. It is planned that this will occur by the end of 2022. The project is on time and all the Council's commitments for 2021/2022 have been met. | | |
| Focus Area: To maintain a financially sustainable organisation. | | |
| Action | Network | % Complete |
| Implement recommendations of the <i>Queen Victoria Museum and Art Gallery Futures Plan</i> . | Chief Executive Officer | 100% |
| Comment | | |
| The Council's Officers have been working with the State Government to achieve a common position on the <i>QVMAG Futures Plan</i> (the Plan). The Plan has now been finalised and was endorsed by Council on 30 June 2022. Implementation of the Plan will take many years and a detailed action plan will be developed in early 2022/2023. | | |
| Focus Area: To maintain a financially sustainable organisation. | | |
| Action | Network | % Complete |
| Develop a Future Workforce Planning Framework. | Organisational Services | 75% |
| Comment | | |
| Engagement sessions with every member of the Senior Leadership Team have been completed and this information is being used to develop a Future Workforce Plan. Current state has been captured with a workforce infographic. Conversations will take place with the Executive Leadership Team and Senior Leadership Team to discuss and agree on how the work will occur through the future workforce challenges that have been raised and captured in the Plan. | | |

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

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

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

| | | |
|---|---------------------------|-------------------|
| Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston. | | |
| Action | Network | % Complete |
| Develop and implement an improvement plan for Princess Theatre and Earl Arts Centre upgrade implementation. | Infrastructure and Assets | 65% |

| Comment | | |
|---|---------------------------|-------------------|
| <p>Further work on this project was placed on hold pending the outcome of the Federal election funding bids. The project was held at the point of preliminary stakeholder engagement, high level concept design and preliminary staging of delivery. On that basis, a detailed Masterplan for redevelopment of the Princess Theatre and Earl Arts Centre in 2021/2022 only progressed to 65% completion. Work will now recommence to continue the Masterplan which, for 2022/2023, is forecasted to include architectural design to development application/building application stage and development of a Conservation Management Plan for the Princess Theatre. Implementation of the Masterplan will be staged over multiple years.</p> | | |
| <p>Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.</p> | | |
| Action | Network | % Complete |
| Undertake review of the City of Launceston Open Space Strategy. | Infrastructure and Assets | Not Started |
| Comment | | |
| <p>This project will be undertaken within the 2022/2023 year due to internal resourcing constraints.</p> | | |
| <p>Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.</p> | | |
| Action | Network | % Complete |
| Commence Albert Hall renewal. | Infrastructure and Assets | 50% |
| Comment | | |
| <p>The Development Application Permit for Stage 3 works has been issued and the tender for building construction is currently open. The Building Application documentation is near completion and tenders for building construction for Stage 2 works are due to be advertised mid-August 2022. The Conservation Management Plan is yet to be endorsed by Council. The pre-existing schedule of events being held at the Hall has been finalised as of June 2022. The Council's Officers are currently seeking a variation to the funding agreement due to constraints in the external market with contractor and material availability.</p> | | |
| <p>Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.</p> | | |
| Action | Network | %Complete |
| <p>Launceston City Heart - Design and engage on projects including:</p> <ul style="list-style-type: none"> • Paterson Street urban upgrade. • St John Street removal of bus stops and urban upgrade. • Traffic changes to support City Heart. | Community and Place | 90% |
| Comment | | |
| <p>The concept design has been finalised. This has been developed following extensive community consultation, together with stakeholder input and best practice design. This was the basis for a <i>Building Better Regions Fund</i> application. Further design and engagement will continue in 2022/2023 once there is a clearer direction on the transport hub project. Community and business engagement for implementation of traffic changes will not be undertaken in 2021/2022.</p> | | |

| | | |
|--|-------------------------------------|-------------------|
| Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night. | | |
| Action | Network | % Complete |
| Prepare for Launceston City Heart CBD traffic changes. | Infrastructure and Assets | 10% |
| Comment | | |
| Preliminary intersection and streetscape layout determined based on required traffic function. This project is on hold until there is a clearer direction on the transport hub project. | | |
| Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night. | | |
| Action | Network | % Complete |
| Continue work on the Launceston City Heart Transport Hub. | Infrastructure and Assets | 2% |
| Comment | | |
| Pre-functional design with associated estimate complete. Investigation and design for required pavement works in Dechaineux Way commenced. | | |
| Focus Area: To support the central business district and commercial areas as activity places during day and night. | | |
| Action | Network | % Complete |
| Deliver redevelopment of the former Birchalls building. | Chief Executive Officer | 25% |
| Comment | | |
| The Expression of Interest (EoI) process to identify a preferred proponent and re-development proposal is still live and is currently awaiting determination of the dispute in respect to the Paterson Street central carpark site. Once there is certainty on the future of this site, the Council will be able to finalise the EoI process and move into the next phase of the project to re-develop the Birchalls building. | | |
| Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment. | | |
| Action | Network | % Complete |
| Launceston Heritage List Review and Precincts • Continue review of the City of Launceston's local heritage list. | Community and Place | 80% |
| Comment | | |
| The datasheets for Stage 5 have been received and are currently being reviewed. A project plan to progress the heritage list review is currently being developed. | | |
| Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment. | | |
| Action | Network | % Complete |
| Complete implementation of the <i>TASMANAC</i> Tourism Information Platform in collaboration with State partners. | Creative Arts and Cultural Services | 100% |

| Comment | | |
|---|-------------------------------------|-------------------|
| The Queen Victoria Museum and Art Gallery's inputs for the initial content ingestion have been completed and, therefore, this project has been marked as complete. It needs to be noted that the overall project, being managed by the Tasmanian Museum and Art Gallery, is yet to be finalised. This is beyond the control of the QVMAG. | | |
| Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment. | | |
| Action | Network | % Complete |
| Complete implementation of the Digital Culture Experience in collaboration with State partners <ul style="list-style-type: none"> Collection Management System (DCE). <i>Augmented Reality Education App.</i> | Creative Arts and Cultural Services | 95% |
| Comment | | |
| The <i>Augmented Reality Education App</i> has been completed and is awaiting its go live status, pending the Department of Education/State Growth's decision on hosting and maintenance of the App. The DCE project is now undergoing final development towards platform hosting, live testing and then finally full operation. | | |
| Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment. | | |
| Action | Network | % Complete |
| QVMAG Collection Audit <ul style="list-style-type: none"> Continue to create consistent and accessible records for each asset/object. | Creative Arts and Cultural Services | 7% |
| Comment | | |
| The multi-year Collection Audit is ongoing. The current focus of the project is the Visual Arts and Design (VAD) collection which is 7% complete. QVMAG staff from the history department have commenced auditing the extensive historic photographic collection. Digitisation of the QVMAG's accession registers has commenced. This work is being completed by an external contractor. | | |
| Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment. | | |
| Action | Network | % Complete |
| Plan and launch new exhibitions of QVMAG permanent collections with a focus on contemporary and local stories <ul style="list-style-type: none"> Open Storage - Inveresk. Main Gallery - Royal Park. | Creative Arts and Cultural Services | 80% |
| Comment | | |
| New permanent displays were opened at the Art Gallery at Royal Park on 31 July 2021. Planning for the Open Storage display at Inveresk is underway and new exhibitions are in development for the Sign Writer's Shop and HJ King in the Inveresk Mezzanine gallery. Completion of the Open Storage display, Sign Writer's Shop and HJ King exhibition will roll over to 2022/2023 financial year. | | |
| Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment. | | |
| Action | Network | % Complete |
| Commence implementation of the Cultural Strategy for the City of Launceston. | Community and Place | 100% |

| Comment | | |
|--|---------------------|------------|
| Implementation of the Cultural Strategy is well underway. An action plan is being developed and a number of Year 1 actions have already been implemented. | | |
| Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment. | | |
| Action | Network | % Complete |
| Launceston Place Brand implementation. | Community and Place | 100% |
| Comment | | |
| A Launceston Place Brand Policy was adopted by Council on 27 January 2022. All creative concepts have been finalised and are available for public use at www.launnie.com.au . The implementation plan is being refined and rolled out and discussions with multiple stakeholders are underway as to how they can best use the Place Brand. | | |

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

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

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

| Focus Area: To plan for and provide services and facilities that recognise the changing demographics and needs of our community. | | |
|---|---------------------|------------|
| Action | Network | % Complete |
| Implement the Council's commitments from the <i>My Place My Future Plan</i> . | Community and Place | 95% |
| Comment | | |
| The majority of projects listed for the 2021/2022 financial year have been completed, including those for which grant funding was successfully obtained. Successfully implemented projects have included the second round of <i>Ignite Us</i> leadership development, more public WiFi projects, road safety program, neighbourhood development program <i>Say G'day on Bin Day</i> , skate park event in Ravenswood in May, vandalism literature review and some work with the Youth Advisory Group. Two projects for which full expenditure was not completed included a version of community grants and work on the Northern Recreation Hub, which are progressing separately. | | |
| Focus Area: To define and communicate our role in promoting social inclusion and equity. | | |
| Action | Network | % Complete |
| Development of a Social Inclusion Framework. | Community and Place | 30% |
| Comment | | |
| This project has been carried over until 2022/2023. | | |

| | | |
|--|-------------------------|-------------------|
| Focus Area: To define and communicate our role in promoting social inclusion and equity. | | |
| Action | Network | % Complete |
| Develop a Council wide Aboriginal Partnership Plan. | Chief Executive Officer | 95% |
| Comment | | |
| The Council's Officers have undertaken significant engagement in respect to the development of the Plan. This has involved one on one meetings with Aboriginal community members, workshops with the Executive and Senior Leadership Teams as well as with the Councillors. The Plan will be finalised in June and will be submitted to Council for consideration in August. | | |
| Focus Area: To define and communicate our role in promoting social inclusion and equity. | | |
| Action | Network | % Complete |
| Develop an Action Plan under the Access Framework for Action. | Community and Place | 100% |
| Comment | | |
| The 2021/2022 Action Plan has been developed and endorsed by the Access Advisory Committee. The 2022/2023 Action Plan is now being finalised. | | |
| Focus Area: To define and communicate our role in promoting social inclusion and equity. | | |
| Action | Network | % Complete |
| Implement the action plan for the Access Framework. | Community and Place | 75% |
| Comment | | |
| The 2022/2023 Action Plan is being finalised with input from the Access Advisory Committee and various internal stakeholders. There is great support and willingness to implement actions that will make a difference to people with accessibility issues. | | |
| Focus Area: To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community. | | |
| Action | Network | % Complete |
| Continue to roll out the <i>ABCDE</i> Learning Sites community development program to communities across the municipality. | Community and Place | 100% |
| Comment | | |
| The Kings Meadows <i>ABCDE</i> Learning Site is complete. Planning work has commenced for the Invermay Learning Site for 2022/2023. | | |
| Focus Area: To develop and manage infrastructure and resources to protect our community from natural and other hazards. | | |
| Action | Network | % Complete |
| Develop planning controls for levee protected areas. | Community and Place | 100% |
| Comment | | |
| Community survey and flood risk analysis and the planning controls for levee protected areas have been completed. | | |

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

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

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

| | | |
|---|---------------------------|-------------------|
| Focus Area: To reduce our and the community's impact on the natural environment. | | |
| Action | Network | % Complete |
| Implement the City of Launceston Sustainability Strategy and Carbon Reduction Plan to achieve carbon neutrality and sourcing 100% renewable energy for the Council's owned buildings by 2025. | Infrastructure and Assets | 100% |
| Comment | | |
| The <i>Towards Zero Emissions Action Plan</i> (formerly the <i>Carbon Reduction Plan</i>) has been approved by Council. Priority actions for 2021/2022 have been undertaken and in sight for asset owners to inform upcoming budgets. The <i>Sustainability Action Plan</i> was completed and endorsed by Council in January 2022. The 2021/2022 implementation actions listed in the <i>Sustainability Action Plan</i> have been progressed. There is a continued implementation of the Sustainability Strategy as an action in Council's 2022/23 Annual Action Plan. | | |
| Focus Area: To contribute to air and river quality improvements in Launceston. | | |
| Action | Network | % Complete |
| Support the Tamar Estuary Management Taskforce. Provide technical support for TasWater/NRM North in implementation of the <i>kanamaluka</i> /Tamar Estuary River Health Action Plan (catchment management and combined system improvements, public education and policy development). | Infrastructure and Assets | 100% |
| Comment | | |
| Technical support is being provided as required. The focus areas throughout 2021/2022 have been on finalising the Tamar Estuary Management Taskforce vision and refining works planned to address the Tidal Prism issues. The Council has continued to support TasWater in its delivery of the planned infrastructure improvements. | | |

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

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

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

| | | |
|---|---------------------------|-------------------|
| Focus Area: To ensure that our application of the land-use planning system at a local and regional level is effective and efficient. | | |
| Action | Network | % Complete |
| Launceston Planning Scheme, Local Provisions Schedule. | Community and Place | 100% |
| Comment | | |
| The Council's Officers have completed the local provisions schedule and it has been submitted to the Tasmanian Planning Commission for assessment. The public hearings into scheme representations were finalised on 17 May 2022. It is anticipated that the Tasmanian Planning Commission will finalise its assessment in July with the scheme coming into effect shortly afterwards. This action has been marked as complete as all of the Council's work has been completed. | | |
| Focus Area: To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment. | | |
| Action | Network | % Complete |
| Commence project to identify highest and best use of the Council's owned buildings and land. | Organisational Services | 15% |
| Comment | | |
| Internal working group established and development of framework has commenced. | | |
| Focus Area: To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment. | | |
| Action | Network | % Complete |
| Northern Regional Land Use Strategy Review. | Community and Place | 100% |
| Comment | | |
| Stage 1 review has been completed. Work commenced on preparation for a broader review in conjunction with Northern Tasmania Development Corporation and State Government. | | |
| Focus Area: To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment. | | |
| Action | Network | % Complete |
| Develop a Place Making Framework. | Community and Place | 10% |
| Comment | | |
| This has been rescheduled to the 2022/2023 financial year. | | |
| Focus Area: To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas. | | |
| Action | Network | % Complete |
| Implement the Launceston Transport Strategy. | Infrastructure and Assets | 90% |

| Comment | | |
|--|-------------------------|-------------------|
| <p>A work plan has been completed to complement the Launceston Transport Strategy. The initiatives contained within the first four years of the work plan are in various stages of completion. The shared micro-mobility trial is well underway and the Transport Committee has commenced. A network wide risk assessment is being undertaken to prioritise transport safety improvements and proposed speed limit changes are ready to present to Council.</p> | | |
| <p>Focus Area: To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.</p> | | |
| Action | Network | % Complete |
| Continue work on South Prospect Residential Growth Strategy and Masterplan. | Community and Place | 75% |
| Comment | | |
| <p>Preliminary work to support a rezoning is at an advanced stage.</p> | | |
| <p>Focus Area: To ensure our suite of strategic planning initiatives are coordinated and representative of our community's needs and aspirations.</p> | | |
| Action | Network | % Complete |
| <p>City Deal Agreement:</p> <ul style="list-style-type: none"> Continue to work with the Federal and State Governments to successfully implement all of the City of Launceston's commitments under the City Deal program to deliver a range of economic and social benefits to the City. | Chief Executive Officer | 100% |
| Comment | | |
| <p>This project has been marked as complete as the Council has met its 2021/2022 commitments in respect to the implementation of the Launceston City Deal, noting that this is an ongoing project.</p> <p>The Launceston City Deal Executive Board met in Launceston on Tuesday, 5 April 2022 and received a tour of Launceston and the City Deal projects underway. Following the Federal Election, the Council has continued to liaise with all City Deal stakeholders. All three levels of government continue to work collaboratively.</p> <p>The City of Launceston organised two events to support the Planning Institute of Australia's National Congress who held a study tour in Launceston: A Dinner and Discussion event was attended by 60 people including 18 Planners. The panel discussion focused on strategic planning, statutory planning and the role of City Deals. A guided walking tour incorporated City Deal projects, and attendees met with City of Launceston staff and City Deal stakeholders.</p> <p>Denham Henty Garden adjacent to Macquarie House is now complete. Street furniture has been installed including a new 4.5m-tall arbour system in Charles Street, between Brisbane and York Streets. The arbour comprises a new overhead garden and a street-level garden featuring native plants, which will be complete in August 2022. This will see Launceston City Heart Stage 1 complete.</p> <p>Launceston City Heart Stage 2 is awaiting the <i>Building Better Regions Fund</i> Round 6 grant announcement.</p> | | |

| | | |
|---|-------------------------|-------------------|
| The recently endorsed <i>QVMAG Futures Plan</i> builds on the Cultural Strategy, setting out five key directions and four priority projects. | | |
| Focus Area: To ensure our suite of strategic planning initiatives are coordinated and representative of our community's needs and aspirations. | | |
| Action | Network | % Complete |
| City Deal Agreement - determination of projects for additional five years. | Chief Executive Officer | 85% |
| Comment | | |
| Research and detailed analysis on potential projects is completed. The Council's contribution has been prepared for the 2022 - 2027 Implementation Plan. The Implementation Plan has been delayed due to the timing of the election. This is expected in late 2022. | | |
| The Federal election and change of government has understandably delayed the release of the Implementation Plan. The City of Launceston's contribution and assessment of projects has progressed. The Council's Officers will continue to work with government partners to complete the determination of projects and release the Implementation Plan in accordance with revised timelines. | | |

REPORT:

Progress against the 2021/2022 Annual Plan Actions for the period ending 30 June 2022 is summarised by the following table:

| Action Status | No. of Actions | % |
|--------------------------------|----------------|-------------|
| Not Started | 1 | 2 |
| In Progress | 26 | 54 |
| Complete | 21 | 44 |
| Recommended for deferral | 0 | 0 |
| Total Number of Actions | 48 | 100% |

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

Nil

**17.4 City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024:
2022 Edition**

FILE NO: SF6955

AUTHOR: Courtney Osborne (Corporate Performance and Planning Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2022 Edition.

PREVIOUS COUNCIL CONSIDERATION:

Council - 17 June 2021 - Agenda Item 19.5 - City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2021 Edition

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: 2022 Edition (Doc Set ID No 4750629).

REPORT:

The City of Launceston Four Year Delivery Plan 2019/2020 - 2023/2024: 2022 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.

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 2023/2024 and Key Performance Indicators for key business activities, community impact measures and strategic measures are planned for development in 2023/2024.

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.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND 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:

3. To ensure decisions are made on the basis of accurate and relevant information.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

1. City of Launceston Four Year Delivery Plan - 2022 Edition [17.4.1 - 62 pages]

17.5 2021/2022 Budget - Budget Amendments

FILE NO: SF6817/SF7334

AUTHOR: Nathan Williams (Manager Finance)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

For Council to:

1. consider changes to the Council's 2021/2022 Statutory Estimates.

Recommendation 1. requires an absolute majority of Council.

2. consider adjustments made during 1 June to 30 June 2022 by the Chief Executive Officer to the 2021/2022 Budget.

RELEVANT LEGISLATION:

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 2021/2022 Statutory Estimates:
 - (a) Revenue
 - i. the net decrease in revenue from external grants and contributions of \$22,369,133.
 - (b) Expenses
 - i. the net decrease in operations expenditure of \$256,120.
 - (c) Capital Works Expenditure
 - i. the net decrease in expenditure from external funds of \$22,369,133.
 - ii. the increase in the Council's funded expenditure of \$256,120.
 2. notes that amendments from Recommendation 1. result in:
 - (a) the operating deficit being amended to \$4,328,620 (including capital grants of \$2,450,060) for 2021/2022.
 - (b) the capital budget being decreased to \$25,873,353 for 2021/2022.
 3. pursuant to section 82(7) of the *Local Government Act 1993 (Tas)*, receives the Chief Executive Officer's report on adjustments to the 2021/2022 budget for the period 1 June to 30 June 2022.
-

REPORT:

1. Budget Amendments

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.

| | Operations \$'000 | Capital \$'000 |
|--|------------------------------|---------------------------|
| Statutory Budget as 01/07/2021 | (5,371) | 24,831 |
| Adjustments Approved by Council to 31/05/2022 | 23,156 | 23,156 |
| Balance Previously Advised as at 31/05/2022 | 17,785 | 47,987 |
| <u>Amendments</u> | | |
| Additional Council Funds | 0 | 0 |
| Capital to Operations | (240) | (240) |
| Operations to Capital | 496 | 496 |
| External Funds | 102 | 102 |
| External Funds Not Received | (22,472) | (22,472) |
| Statutory Budget as at 30/06/2022 | (4,329) | 25,873 |
| Deduct Capital Grants and Contributions | (2,450) | |
| Underlying Operating Budget Surplus/(Deficit) | (6,779) | |

The table summarises all other Budget Agenda Items and includes reconciliations of the budgeted operating result and capital expenditure.

Details of the amendments are as follows:

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

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|-----------------------|--|--------------------------------|----------------------|--------------------|-------------------|
| CP23970 | IT Corporate Software Renewal 2021/2022 | \$593,960 | \$100,000 | \$0 | \$493,960 |
| OPM25072 | Corporate Applications Replacement Project | \$74,600 | \$0 | \$100,000 | \$174,600 |
| | TOTALS | \$668,560 | \$100,000 | \$100,000 | \$668,560 |

The project scope of works:

The City of Launceston has made the decision to access the market for Corporate Application Software suites. The initial stage includes assigning a Project Manager and taking the tender to market.

Funds to support the initial stage are to be transferred from capital where an underspend was identified with the allocated budget for the transition to *CiAnywhere* not being utilised due to this decision.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|--|-------------------------|------------------|------------------|--------------------|
| CP24323 | Royal Park Cenotaph Restoration | \$30,000 | \$23,182 | \$0 | \$6,818 |
| CP24310 | Parks Road and Car Park Reseal 2021/2022 | \$50,000 | \$1,918 | \$0 | \$48,082 |
| CP24143 | Reimagining the Cataract Gorge 2021/2022 | \$1,080,000 | \$66,098 | \$0 | \$1,013,902 |
| CP24315 | Urban Road Reseal Program | \$1,000,000 | \$49,240 | \$0 | \$950,760 |
| OPM25138 | Reimagining the Cataract Gorge | \$0 | \$0 | \$66,098 | \$66,098 |
| OPM25034 | Parks Transfers from Capital 2021/2022 | \$0 | \$0 | \$25,100 | \$25,100 |
| OPM25063 | Roads Transfers from Capital 2021/2022 | \$126,642 | \$0 | \$49,240 | \$175,882 |
| | TOTALS | \$2,286,642 | \$140,438 | \$140,438 | \$2,286,642 |

The project scope of works:

Work undertaken on these capital project does not meet the Council's Capitalisation Framework and, as such, the expenditure has moved to operations and requires the corresponding budget to be transferred.

| Capital to Operations | Operations | Capital |
|--|------------------|--------------------|
| IT Corporate Software Renewal | \$100,000 | (\$100,000) |
| Royal Park Cenotaph Restoration | \$23,182 | (\$23,182) |
| Parks Road and Car Park Reseal 2021/2022 | \$1,918 | (\$1,918) |
| Reimagining the Cataract Gorge 2021/2022 | \$66,098 | (\$66,098) |
| Urban Road Reseal Program | \$49,240 | (\$49,240) |
| TOTAL | \$240,438 | (\$240,438) |

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

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|---|-------------------------|-----------------|-----------------|------------------|
| OPM25119 | Launceston Waste Centre Machinery Shed Relocation | \$70,000 | \$62,345 | \$0 | \$7,655 |
| CP23570 | Launceston Waste Centre Western Extension Temporary Capping | \$412,303 | \$0 | \$62,345 | \$474,648 |
| | TOTALS | \$482,303 | \$62,345 | \$62,345 | \$482,303 |

The project scope of works:

The Launceston Waste Centre Machinery Shed Relocation project is incomplete and is unable to proceed at this stage due to contamination.

The Launceston Waste Centre Western Extension Temporary Capping project is still required to proceed. As the funds for the Machinery Shed Relocation originally came from the Western Extension Temporary Capping project, it is expected that these funds can be transferred back to this project.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|--|-------------------------|------------------|------------------|------------------|
| OPM22598 | Fire Management Plan Bushland Reserves | \$62,000 | \$62,000 | \$0 | \$0 |
| OPM25028 | City Park Water Fountain | \$100,000 | \$38,000 | \$0 | \$62,000 |
| CP24371 | Park Street Toilet Refurbishment | \$0 | \$0 | \$100,000 | \$100,000 |
| | TOTALS | \$162,000 | \$100,000 | \$100,000 | \$162,000 |

The project scope of works:

Works are being undertaken to improve the amenities available to the public at the Park Street toilet site, including the addition of showers.

This budget amendment will cover part of the costs of the improvements that are required.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|------------------------------|-------------------------|-----------------|-----------------|-----------------|
| OPM23000 | Asbestos Removal Program | \$70,000 | \$63,200 | \$0 | \$6,800 |
| CP24373 | Blue Café Alfresco Extension | \$0 | \$0 | \$63,200 | \$62,200 |
| | TOTALS | \$70,000 | \$63,200 | \$63,200 | \$70,000 |

The project scope of works:

City of Launceston has underspent on the Asbestos Removal Program and there are surplus funds available.

This budget transfer will allow the surplus budget to be reallocated to help fund the Blue Café Alfresco Extension project.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|---|-------------------------|----------------|----------------|------------------|
| OP22906 | Inveresk Museum - Non Routine Maintenance | \$100,000 | \$8,000 | \$0 | \$92,000 |
| CP24363 | Planetarium Space Gallery Air Conditioner | \$0 | \$0 | \$8,000 | \$8,000 |
| | TOTALS | \$100,000 | \$8,000 | \$8,000 | \$100,000 |

The project scope of works:

Two new heat pumps have been installed in the Southern Skies Gallery, which have cost \$8,000.

A favourable variance in the Museum's operational maintenance budget has arisen and it has been anticipated this this can be used to fund this expenditure.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|---|-------------------------|----------------|----------------|------------------|
| OP22856 | Parks and Sustainability Initiatives | \$70,000 | \$2,000 | \$0 | \$68,000 |
| OP22879 | Launceston City Heart Events and Activation | \$50,000 | \$5,000 | \$0 | \$45,000 |
| CP24354 | Electric Vehicle Destination Chargers | \$24,500 | \$0 | \$7,000 | \$31,500 |
| | TOTALS | \$144,500 | \$7,000 | \$7,000 | \$144,500 |

The project scope of works:

Electric vehicle destination chargers are being installed at four locations around the City. The works are an action from the Council's Sustainability Action Plan.

This budget transfer from each Network allows for the current cost estimate of the works to be undertaken.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|--|-------------------------|----------------|----------------|-----------------|
| OPM25005 | OPM2022 Lean Project | \$40,000 | \$1,240 | \$0 | \$38,760 |
| CP24269 | Organisational Services Network IT Minor Capital Expenditure 2021/2022 | \$0 | \$0 | \$1,240 | \$1,240 |
| | TOTALS | \$40,000 | \$1,240 | \$1,240 | \$40,000 |

The project scope of works:

Two iPads have been purchased for the Performance and Planning team. Budget to cover these purchases is to come from a favourable variance within the operational LEAN project.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|-----------------------------|--|-------------------------|----------------|----------------|----------------------|
| OP22512 | Parks and Sustainability Administration | \$74,000 | \$1,700 | \$0 | \$72,300 |
| GL.10.0.2820.1 000.18247 | Launceston Waste Centre - Other Trade Income | (\$4,942,925) | \$6,111 | \$0 | (\$4,949,036) |
| CP24272 | Infrastructure and Assets Network IT Minor Capital Expenditure 2021/2022 | \$0 | \$0 | \$7,811 | \$7,811 |
| | TOTALS | (\$4,868,925) | \$7,811 | \$7,811 | (\$4,686,925) |

The project scope of works:

Funding of Infrastructure and Assets IT Minor Capital Expenditure from favourable variances within Operations.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|-----------------------------|--------------------------------|-------------------------|-----------------|-----------------|------------------|
| OP22677 | Smart City Innovation Sundries | \$20,000 | \$20,000 | \$0 | \$0 |
| OP22871 | Community Engagement | \$85,000 | \$10,000 | \$0 | \$75,000 |
| GL.10.0.8220.1 000.61005 | SEDA Expert Advice | \$30,000 | \$15,000 | \$0 | \$15,000 |
| CP24374 | Surface Hubs x 4 | \$0 | \$0 | \$45,000 | \$45,000 |
| | TOTALS | \$135,000 | \$45,000 | \$45,000 | \$135,000 |

The project scope of works:

The original Microsoft Surface Hub was purchased in 2020 to trial. This trial has proven successful and is used on average three - four times per day, but demand is often higher and has meant that staff have not been able to use the device.

It is proposed that the Council purchase four more devices to improve efficiencies and to ensure that staff are able to use these devices when required.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|--|-------------------------|----------------|----------------|-----------------|
| OP22697 | Community Recovery | \$13,000 | \$6,972 | \$0 | \$6,028 |
| CP24270 | Community and Place Network IT Minor Capital Expenditure 2021/2022 | \$0 | \$0 | \$5,420 | \$5,420 |
| CP24386 | Community and Place Network IT Minor Capital Expenditure 2022/2023 | \$0 | \$0 | \$1,552 | \$1,552 |
| | TOTALS | \$13,000 | \$6,972 | \$6,972 | \$13,000 |

The project scope of works:

The purchase of 20 monitors and eight laptops for emergency management purposes is required to be funded.

There are also eight laptop docks that need to be funded. These will arrive in the 2022/2023 financial year.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|--|-------------------------|-----------------|-----------------|------------------|
| OPM22757 | My Place My Future | \$150,000 | \$30,000 | \$0 | \$120,000 |
| CP24416 | Parks Road and Car Park Reseal 2022/2023 | \$0 | \$0 | \$30,000 | \$30,000 |
| | TOTALS | \$150,000 | \$30,000 | \$30,000 | \$150,000 |

The project scope of works:

The need to provide universal accessible parking at the Rocherlea Men's Shed has been identified.

In order to fund these works, underspent funds on the *My Place My Future* project are to be utilised.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|-----------------------------|--|-------------------------|-----------------|-----------------|------------------|
| GL.10.0.4065.1 000.16035 | QVMAG Maintenance - Insurance Recovery | \$0 | \$62,490 | \$0 | (\$62,490) |
| CP24239 | QVMAG Fire Panel Upgrade | \$160,000 | \$0 | \$62,490 | \$222,490 |
| | TOTALS | \$160,000 | \$62,490 | \$62,490 | \$160,000 |

The project scope of works:

Recognition of insurance settlement proceeds received to fund the replacement and upgrade of the fire systems in the QVMAG conservation and the Tram Store.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|-----------------------------|--------------------------------------|-------------------------|------------------|------------------|-----------------|
| GL.10.0.4315. 1000.61366 | QVMAG Ralph Bequest Expenditure | \$0 | \$102,500 | \$0 | (\$102,500) |
| CP24273 | QVMAG Collection Purchases 2021/2022 | \$55,563 | \$0 | \$42,500 | \$98,063 |
| CP24457 | QVMAG Collection Purchases 2022/2023 | \$25,000 | \$0 | \$60,000 | \$85,000 |
| | TOTALS | \$80,563 | \$102,500 | \$102,500 | \$80,563 |

The project scope of works:

During the 2021/2022 financial year, QVMAG collection purchases have been made from the Ralf Bequest funds within the Museum's operational accounts. These purchases have been identified to be capital in nature and have, therefore, been transferred from the Museum's operational accounts to the capital project for capitalisation. This requires a matching budget to be transferred.

| Operations to Capital | Operations | Capital |
|--|--------------------|------------------|
| Launceston Waste Centre Western Extension Temporary Capping | (\$62,345) | \$62,345 |
| Park Street Toilet Refurbishment | (\$100,000) | \$100,000 |
| Blue Café Alfresco Extension | (\$63,200) | \$63,200 |
| Planetarium Space Gallery Air Conditioner | (\$8,000) | \$8,000 |
| Electric Vehicle Destination Chargers | (\$7,000) | \$7,000 |
| Organisational Services Network IT Minor Capital Expenditure 2021/2022 | (\$1,240) | \$1,240 |
| Infrastructure and Assets Network IT Minor Capital Expenditure 2021/2022 | (\$7,811) | \$7,811 |
| Surface Hubs x 4 | (\$45,000) | \$45,000 |
| Community and Place Network IT Minor Capital Expenditure 2021/2022 | (\$5,420) | \$5,420 |
| Community and Place Network IT Minor Capital Expenditure 2022/2023 | (\$1,552) | \$1,552 |
| Parks Road and Car Park Reseal 2022/2023 | (\$30,000) | \$30,000 |
| QVMAG Fire Panel Upgrade | (\$62,490) | \$62,490 |
| QVMAG Collection Purchases 2021/2022 | (\$42,500) | \$42,500 |
| QVMAG Collection Purchases 2022/2023 | (\$60,000) | \$60,000 |
| TOTAL | (\$496,558) | \$496,558 |

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

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|-----------------------------|---|--------------------------------|----------------------|--------------------|----------------------|
| GL.10.0.1075.1 000.12741 | Roads - Federal Capital Grants | (\$1,414,239) | \$31,270 | \$0 | (\$1,445,509) |
| CP24334 | Carr Villa Road Surface Renewal 2021/2022 | \$20,000 | \$0 | \$31,270 | \$51,270 |
| | TOTALS | (\$1,394,239) | \$31,270 | \$31,270 | (\$1,394,239) |

The project scope of works:

External funding for the value of \$31,269.73 has been received to assist road and drainage works located around the Garden of Remembrance at Carr Villa.

In addition to the external funding received, it is hoped that the budget from the Carr Villa drainage project can be consolidated against the Carr Villa Road Surface Renewal project as this is where the works are being undertaken.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|-----------------------------|--|-------------------------|-----------------|-----------------|-------------------|
| GL.10.0.1048.1 000.12736 | Other Community Amenities - State Grants | (\$10,000) | \$50,000 | \$0 | (\$60,000) |
| CP24381 | Dining Deck Trial | \$0 | \$0 | \$50,000 | \$50,000 |
| | TOTALS | (\$10,000) | \$50,000 | \$50,000 | (\$10,000) |

The project scope of works:

External grant funding has been allocated to the Council from the Tasmanian State Government under the *Return to Business* program to implement a dining deck trial.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|-----------------------------|--------------------------------|-------------------------|-----------------|-----------------|--------------------|
| GL.10.0.1075.1 000.12731 | Roads - State Grants | (\$214,484) | \$21,400 | \$0 | (\$235,884) |
| CP24237 | Conway/Derby Street Roundabout | \$107,000 | \$0 | \$21,400 | \$128,400 |
| | TOTALS | (\$107,484) | \$21,400 | \$21,400 | (\$107,484) |

The project scope of works:

The City of Launceston was able to obtain a 20% increase to the initial Blackspot funding of \$107,000 for the Conway/Derby Street Roundabout project.

As such, an additional \$21,400 is required to be recognised.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|-----------------------------|---------------------------------------|-------------------------|------------------|------------------|----------------------|
| GL.10.0.1067.1 000.12743 | Parks - Federal Grants | (\$2,642,309) | \$103,465 | \$0 | (\$2,745,774) |
| GL.10.0.1075.1 000.12741 | Roads - Federal Grants | (\$1,445,509) | \$0 | \$103,465 | (\$1,342,044) |
| CP24195 | Churchill Park Levee Footpath Sealing | \$200,000 | \$160,000 | \$0 | \$40,000 |
| CP24087 | Road Safety Centre Stabilisation | \$2,500,000 | \$0 | \$160,000 | \$2,660,000 |
| | TOTALS | (\$1,387,818) | \$263,465 | \$203,465 | (\$1,387,818) |

The project scope of works:

An underspend on the Churchill Park Levee Footpath Sealing project has allowed surplus Local Roads and Community Infrastructure (LRCI) funds to be reallocated against the Road Safety Centre project.

| External Funding | Operations | Capital |
|---|--------------------|------------------|
| Carr Villa Road Surface Renewal 2021/2022 | (\$31,270) | \$31,270 |
| Dining Deck Trial | (\$50,000) | \$50,000 |
| Conway/Derby Street Roundabout | (\$21,400) | \$21,400 |
| Churchill Park Levee Footpath Sealing | \$0 | (\$160,000) |
| Road Safety Centre Stabilisation | \$0 | \$160,000 |
| TOTAL | (\$102,670) | \$102,670 |

1(d) The following items have been affected by external funding not received in 2021/2022 that are now expected to be received in 2022/2023:

| Project Number | Project Description | External Funds |
|-----------------------|--|-----------------------|
| 23398 | St John Street Central North Redevelopment | \$83,500 |
| 24381 | Dining Deck Trial | \$10,000 |
| 24140 | Albert Hall Upgrade and Refurbishment | \$10,750,000 |
| 24360 | Launceston Aquatic Air Handling Unit Replacement | \$870,000 |
| 24056 | Tennis Centre Upgrade | \$2,800,000 |
| 24349 | Birch Avenue and Churchill Park Facilities | \$4,250,000 |
| 24350 | CBD Street Furniture Upgrade | \$800,000 |
| 24143 | Reimagining the Cataract Gorge | \$730,000 |
| 23705 | Alexandra Suspension Bridge 1722 | \$70,000 |
| 24341 | North Esk Trail Improvements | \$314,374 |
| 24343 | Macquarie House Landscape Project | \$200,000 |
| 24358 | Duck Reach Engineering Museum Equipment | \$50,000 |
| 24087 | Road Safety Centre Stabilisation | \$603,465 |
| 24185 | West Tamar Trail Car Park Remediation | \$483,985 |
| 24351 | Lawrence Vale Road Rehabilitation | \$456,479 |
| | TOTAL | \$22,471,803 |

The project scope of works:

For the projects listed, the Council had budgeted for and expected to receive external funding in 2021/2022. These funds are now expected to be received in 2022/2023.

2. Chief Executive Officer's Report on Adjustments

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.

2(a) The following items need to be reallocated between Capital projects but do not alter the total capital budget:

| Project Number | Project Description | Budget Before This Adjustment | Adjustment | Revised Budget | Type of Change |
|----------------|---|-------------------------------|-------------|----------------|----------------|
| 24128 | Town Hall and Annexe Refurbishments 2021/2022 | \$609,845 | (\$150,000) | \$459,845 | Decrease |
| 24371 | Park Street Toilet Refurbishment | \$100,000 | \$150,000 | \$250,000 | Increase |
| 24333 | Carr Villa Drainage Works 2021/2022 | \$20,000 | (\$20,000) | \$0 | Decrease |
| 24334 | Carr Villa Road Surface Renewal 2021/2022 | \$51,270 | \$20,000 | \$71,270 | Increase |
| 24275 | Smart City Internet of Things 2021/2022 | \$41,860 | (\$2,500) | \$39,360 | Decrease |
| 24354 | Electric Vehicle Destination Chargers | \$31,500 | \$2,500 | \$34,000 | Increase |
| 24164 | Windmill Hill Semaphore Mast 6006 | \$90,160 | (\$40,000) | \$50,160 | Decrease |
| 24385 | Launceston Regional Tennis Centre Court Resurfacing | \$0 | \$40,000 | \$40,000 | Increase |
| 23832 | Riverbend/Lindsay Street Precinct Work | \$706,106 | (\$80,000) | \$626,106 | Decrease |
| 24330 | Riverbend Park Car Park | \$220,000 | \$80,000 | \$300,000 | Increase |
| 24262 | IT Infrastructure Renewal 2021/2022 | \$831,073 | (\$54,134) | \$776,939 | Decrease |
| 24356 | IT Infrastructure Additions 2021/2022 | \$8,981 | \$54,134 | \$63,115 | Increase |
| 24290 | Precise Reality Mesh 3D Model | \$85,000 | (\$20,000) | \$65,000 | Decrease |
| 24374 | Surface Hubs x 4 | \$45,000 | \$20,000 | \$65,000 | Increase |
| 24265 | Launceston Aquatic Internal Finishes and Fittings 2021/2022 | \$131,261 | (\$51,459) | \$79,802 | Decrease |

| Project Number | Project Description | Budget Before This Adjustment | Adjustment | Revised Budget | Type of Change |
|----------------|--|-------------------------------|-------------|--------------------|----------------|
| 24312 | Launceston Aquatic Plant and Equipment Renewal 2021/2022 | \$63,343 | (\$38,989) | \$24,354 | Decrease |
| 24102 | Launceston Aquatic Renewable Energy | \$1,785,473 | (\$13,990) | \$1,771,483 | Decrease |
| 24389 | Launceston Aquatic Heated Water Distribution | \$0 | \$104,438 | \$104,438 | Increase |
| 24098 | QVMAG Roof Replacement Royal Park | \$625,000 | (\$185,575) | \$439,425 | Decrease |
| 24398 | QVMAG IT Hardware Purchases | \$0 | 78,575 | \$78,575 | Increase |
| 24458 | QVMAG Archies 100 Exhibition Walls | \$0 | \$40,000 | \$40,000 | Increase |
| 24231 | End of Trip Facilities | \$543,000 | \$67,000 | \$610,000 | Increase |
| 24266 | Lilydale Falls Reserve Improvements | \$23,000 | (\$5,890) | \$17,110 | Decrease |
| 24267 | Myrtle Park Recreation Area Improvements | \$27,500 | \$5,890 | \$33,390 | Increase |
| | TOTALS | \$6,039,372 | \$0 | \$6,039,372 | |

The following capital project adjustments occurred in the period 1 June to 30 June 2022:

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|---|-------------------------|------------------|------------------|------------------|
| 24128 | Town Hall and Annexe Refurbishments 2021/2022 | \$609,845 | \$150,000 | \$0 | \$459,845 |
| 24371 | Park Street Toilet Refurbishment | \$100,000 | \$0 | \$150,000 | \$250,000 |
| | TOTALS | \$709,845 | \$150,000 | \$150,000 | \$709,845 |

The project scope of works:

Works are being undertaken to improve the amenities available to the public at the Park Street toilet site, including the addition of showers.

This budget amendment will cover part of the costs of the improvements that are required.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|---|-------------------------|-----------------|-----------------|-----------------|
| 24333 | Carr Villa Drainage Works 2021/2022 | \$20,000 | \$20,000 | \$0 | \$0 |
| 24334 | Carr Villa Road Surface Renewal 2021/2022 | \$51,270 | \$0 | \$20,000 | \$71,270 |
| | TOTALS | \$71,270 | \$20,000 | \$20,000 | \$71,270 |

The project scope of works:

External funding for the value of \$31,269.73 has been received to assist road and drainage works located around the Garden of Remembrance at Carr Villa.

In addition to the external funding received, it is hoped that the budget from the Carr Villa drainage project can be consolidated against the Carr Villa Road Surface Renewal project as this is where the works are being undertaken.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|---|-------------------------|----------------|----------------|-----------------|
| 24275 | Smart City Internet of Things 2021/2022 | \$41,860 | \$2,500 | \$0 | \$39,360 |
| 24354 | Electric Vehicle Destination Chargers | \$31,500 | \$0 | \$2,500 | \$34,000 |
| | TOTALS | \$73,360 | \$2,500 | \$2,500 | \$73,360 |

The project scope of works:

Electric vehicle destination chargers are being installed at four locations around the City. The works are an action from the Council's Sustainability Action Plan.

This budget transfer from each Network allows for the current cost estimate of the works to be undertaken.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|---|-------------------------|-----------------|-----------------|-----------------|
| 24164 | Windmill Hill Semaphore Mast 6006 | \$90,160 | \$40,000 | \$0 | \$50,160 |
| 24385 | Launceston Regional Tennis Centre Court Resurfacing | \$0 | \$0 | \$40,000 | \$40,000 |
| | TOTALS | \$90,160 | \$40,000 | \$40,000 | \$90,160 |

The project scope of works:

The Windmill Hill Semaphore Mast has been delivered in 2021/2022 and final costs have come in under budget. The Launceston Regional Tennis Centre has eight hardcourts due for surface renewal this year.

The Council maintains a renewal fund commitment for the facility as part of the lease. The renewal is to be funded through this \$40,000 contribution from the Council, Tennis Australia and a successful *Improving the Playing Field* Grant.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|--|-------------------------|-----------------|-----------------|------------------|
| 23832 | Riverbend/Lindsay Street Precinct Work | \$706,106 | \$80,000 | \$0 | \$626,106 |
| 24330 | Riverbend Park Car Park | \$220,000 | \$0 | \$80,000 | \$300,000 |
| | TOTALS | \$926,106 | \$80,000 | \$80,000 | \$926,106 |

The project scope of works:

The Riverbend/Lindsay Street Precinct project has been completed with a favourable variance to budget.

This favourable variance is to be transferred to the Riverbend Car Park project to assist completion in the 2022/2023 financial year.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|---------------------------------------|-------------------------|-----------------|-----------------|------------------|
| 24262 | IT Infrastructure Renewal 2021/2022 | \$831,073 | \$54,134 | \$0 | \$776,939 |
| 24356 | IT Infrastructure Additions 2021/2022 | \$8,981 | \$0 | \$54,134 | \$63,115 |
| | TOTALS | \$840,054 | \$54,134 | \$54,134 | \$840,054 |

The project scope of works:

IT Infrastructure addition purchases requested of the Executive Leadership Team to install Audio Visual Streaming Equipment in order to support live streaming of Council Meetings is required to be funded.

Budget is to come from the IT Infrastructure Renewal 2021/2022 project.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|-------------------------------|-------------------------|-----------------|-----------------|------------------|
| 24290 | Precise Reality Mesh 3D Model | \$85,000 | \$20,000 | \$0 | \$65,000 |
| 24374 | Surface Hubs x 4 | \$45,000 | \$0 | \$20,000 | \$65,000 |
| | TOTALS | \$130,000 | \$20,000 | \$20,000 | \$130,000 |

The project scope of works:

The original Microsoft Surface Hub was purchased in 2020 to trial. This trial has proven successful and is used on average three to four times per day, but demand is often higher and has meant that staff have not been able to use the device.

It is proposed that the Council purchase four more devices to improve efficiencies and to ensure that staff are able to use these devices when required.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|---|-------------------------|------------------|------------------|--------------------|
| 24265 | Launceston Aquatic Internal Finishes and Fittings 2021/2022 | \$131,261 | \$51,459 | \$0 | \$79,802 |
| 24312 | Launceston Aquatic Plant and Equipment Renewal 2021/2022 | \$63,343 | \$38,989 | \$0 | \$24,354 |
| 24102 | Launceston Aquatic Renewable Energy | \$1,785,473 | \$13,990 | \$0 | \$1,771,483 |
| 24389 | Launceston Aquatic Heated Water Distribution | \$0 | \$0 | \$104,438 | \$104,438 |
| | TOTALS | \$1,980,077 | \$104,438 | \$104,438 | \$1,980,077 |

The project scope of works:

Some analysis work was completed on the heat exchanger piping flow rates. The results of this analysis showed that by increasing the flow rates through the heat exchangers, greater operating efficiencies could be achieved.

As such, the 2021/2022 capital works program for the Aquatic Centre has been adjusted to accommodate this project.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|-----------------------------------|-------------------------|-----------------|-----------------|------------------|
| 24098 | QVMAG Roof Replacement Royal Park | \$625,000 | \$78,575 | \$0 | \$546,425 |
| 24398 | QVMAG IT Hardware Purchases | \$0 | \$0 | \$78,575 | \$78,575 |
| | TOTALS | \$625,000 | \$78,575 | \$78,575 | \$625,000 |

The project scope of works:

This transfer is to allow the QVMAG to acquire and fit IT and Audio Visual equipment for use across the Royal Park and Inveresk sites.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|------------------------------------|-------------------------|-----------------|-----------------|------------------|
| 24098 | QVMAG Roof Replacement Royal Park | \$546,425 | \$40,000 | \$0 | \$506,425 |
| 24458 | QVMAG Archies 100 Exhibition Walls | \$0 | \$0 | \$40,000 | \$40,000 |
| | TOTALS | \$546,425 | \$40,000 | \$40,000 | \$546,425 |

The project scope of works:

The transfer is to fund the provisional temporary walls in order to accommodate the display requirements of the forthcoming *Archibald Prize* exhibition from the Art Gallery of New South Wales.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|-----------------------------------|-------------------------|-----------------|-----------------|--------------------|
| 24098 | QVMAG Roof Replacement Royal Park | \$506,425 | \$67,000 | \$0 | \$439,425 |
| 24231 | End of Trip Facilities | \$543,000 | \$0 | \$67,000 | \$610,000 |
| | TOTALS | \$1,049,425 | \$67,000 | \$67,000 | \$1,049,425 |

The project scope of works:

The QVMAG Roof Replacement Royal Park project was delivered for less than the budgeted amount.

As such, the surplus funds are to be transferred to the Waste Management and End of Trip Facilities Project - Town Hall Annex, which requires these funds.

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|--|-------------------------|----------------|----------------|-----------------|
| 24266 | Lilydale Falls Reserve Improvements | \$23,000 | \$5,890 | \$0 | \$17,110 |
| 24267 | Myrtle Park Recreation Area Improvements | \$27,500 | \$0 | \$5,890 | \$33,390 |
| | TOTALS | \$50,500 | \$5,890 | \$5,890 | \$50,500 |

The project scope of works:

The Council received grant funding through the 2021 *Recreational Fishing and Camping Facilities* program for Lilydale Falls and Myrtle Park totalling \$50,500. To enable the commitments for Myrtle Park to be funded, a budget transfer between the two projects is required.

2(b) The following underspends on two 2021/2022 completed capital projects need to be reallocated to the QVMAG Building Management System capital project which will carry forward to 2022/2023, but the amendments do not alter the total capital budget:

| Project Number | Project Description | Current Approved Amount | Transfer From | Transfer To | New Budget |
|----------------|-----------------------------------|-------------------------|------------------|------------------|--------------------|
| 24081 | Golconda Road Safety Improvement | \$2,050,000 | \$100,000 | \$0 | \$1,950,000 |
| 24277 | Footpath Reseal Program 2021/2022 | \$500,591 | \$168,000 | \$0 | \$332,991 |
| 24321 | QVMAG Building Management System | \$95,000 | \$0 | \$268,000 | \$363,000 |
| | TOTALS | \$2,645,991 | \$268,000 | \$268,000 | \$2,645,991 |

The project scope of works:

Funds have been identified from the end of year review of completed capital projects for reallocation to the QVMAG Building Management System (BMS) project.

The BMS at both QVMAG sites is required to be upgraded as the current systems are obsolete and are unable to support the environmental controls required to appropriately store and exhibit Museum collection items. The BMS is a series of sensors, controls and software that monitors and controls the performance of the heating, ventilation and air conditioning (HVAC) system and other building services.

ECONOMIC, ENVIRONMENTAL AND 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 AND FINANCIAL ASPECTS:

As per the report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

Nil

17.6 2022/2023 Budget - Budget Amendments

FILE NO: SF7463/SF6939

AUTHOR: Nathan Williams (Manager Finance)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

For Council to consider changes to the Council's 2022/2023 Statutory Estimates.

Recommendation 1. requires an absolute majority of Council.

RELEVANT LEGISLATION:

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 2022/2023 Statutory Estimates:
 - (a) Revenue
 - i. the net increase in revenue from external grants and contributions of \$22,471,803.
 - (b) Capital Works Expenditure
 - i. the net increase in expenditure from external funds of \$22,471,803.
 2. notes that amendments from Recommendation 1. result in:
 - (a) the operating surplus being amended to \$17,541,048 (including capital grants of \$24,093,286) for 2022/2023.
 - (b) the capital budget being increased to \$39,208,856 for 2022/2023.
-

REPORT:

1. Budget Amendments

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.

| | Operations \$'000 | Capital \$'000 |
|--|----------------------|-------------------|
| Statutory Budget as 01/07/2022 | (4,931) | 16,737 |
| Adjustments Approved by Council to 01/07/2022 | 0 | 0 |
| Balance Previously Advised as at 01/07/2022 | (4,931) | 16,737 |
| Amendments | | |
| Additional Council Funds | 0 | 0 |
| Capital to Operations | 0 | 0 |
| Operations to Capital | 0 | 0 |
| External Funds | 0 | 0 |
| External Funds Not Received | 22,472 | 22,472 |
| Statutory Budget as at 01/07/2022 | 17,541 | 39,209 |
| Deduct Capital Grants and Contributions | (24,093) | |
| Underlying Operating Budget Surplus/(Deficit) | (6,552) | |

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 have been affected by external funding not received in 2021/2022 that are now expected to be received in 2022/2023:

| Project Number | Project Description | External Funds |
|----------------|--|---------------------|
| 23398 | St John Street Central North Redevelopment | \$83,500 |
| 24381 | Dining Deck Trial | \$10,000 |
| 24140 | Albert Hall Upgrade and Refurbishment | \$10,750,000 |
| 24360 | Launceston Aquatic Air Handling Unit Replacement | \$870,000 |
| 24056 | Tennis Centre Upgrade | \$2,800,000 |
| 24349 | Birch Avenue and Churchill Park Facilities | \$4,250,000 |
| 24350 | CBD Street Furniture Upgrade | \$800,000 |
| 24143 | Reimagining the Cataract Gorge | \$730,000 |
| 23705 | Alexandra Suspension Bridge 1722 | \$70,000 |
| 24341 | North Esk Trail Improvements | \$314,374 |
| 24343 | Macquarie House Landscape Project | \$200,000 |
| 24358 | Duck Reach Engineering Museum Equipment | \$50,000 |
| 24087 | Road Safety Centre Stabilisation | \$603,465 |
| 24185 | West Tamar Trail Car Park Remediation | \$483,985 |
| 24351 | Lawrence Vale Road Rehabilitation | \$456,479 |
| | TOTAL | \$22,471,803 |

ECONOMIC, ENVIRONMENTAL AND 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 AND FINANCIAL ASPECTS:

As per the report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

Nil

18. CLOSED COUNCIL

This decision requires an absolute majority of Council

RECOMMENDATION:

That Council moves into Closed Session to consider the following matters:

18.1 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.

18.2 Lease - Punchbowl Cottage

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:

- (f) proposals for the council to acquire land or an interest in land or for the disposal of land.
- (g) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

18.3 Annual Remission of Rates - Year Ended 2021/2022

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:

- (g) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

18.4 End of Closed Session

To be determined in Closed Council.

19. MEETING CLOSURE

20. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 1.00pm on 11 August 2022 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.