



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 22 FEBRUARY 2024
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: 22 February 2024

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.



**Shane Eberhardt
Acting 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 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 8 February 2024 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 - 8 February 2024 and 15 February 2024

FILE NO: SF4401

AUTHOR: Kelsey Hartland (Risk and Insurance 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 Council, pursuant to Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, notes the Council Workshops conducted and attended since the last Council Meeting, for the purposes described:

1. pre-Council Workshop conducted on 8 February 2024:

2024/2024 Prioritisation and Resourcing - Annual Plan and Capital Works Program

Councillors were briefed on the work being done to prioritise and resource delivery of the draft 2024/2025 annual plan and capital works program. This included some briefing on the 2023/2024 annual plan actions and capital works program.

In Attendance: Mayor Councillor M K Garwood, Deputy Mayor Councillor D H McKenzie, Councillor D C Gibson, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
Apologies: Councillor Prof G Razay

2. Workshop conducted on 15 February 2024:

Launceston Heritage List Review

Councillors were provided with an update on the Launceston Heritage List Review project, including the recent project review, and improvements to the project methodology and community engagement.

Paterson Street East Car Park Mural Project

Councillors received information on the rationale for the artwork concept design of the Paterson Street East Car Park Mural Project.

Cleaning Activities including Graffiti

Councillors were provided an update on cleaning activities including graffiti in the CBD area.

Northern Tasmanian Cricket Association (NTCA) Operations

Councillors were provided with an update on NTCA progress.

Section 75CA Agreement for Protrusions over a Footpath at 17 Paterson Street, Launceston

Councillors received information regarding Section 75CA of the Conveyancing and Law of Property Act 1884.

Update on implementation of City Heart 2

An update on the preparation of plans to implement the second phase of the City Heart project was provided to Councillors.

Tamar Estuary Developments

Councillors were provided information on a Reserve Activity Assessment received from Parks regarding a heli-pad on the foreshore of the Tamar estuary. Council Officers also shared with Councillors matters that will be raised in Council's response to Parks including the need to consider the state government's adopted plans for the foreshore of the kanamaluka/Tamar estuary and initial discussion of planning matters related to the proposal.

In Attendance: Mayor Councillor M K Garwood, Deputy Mayor Councillor D H McKenzie, Councillor D C Gibson, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Prof G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

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 Workshops held since the last Meeting.

Attendance is recorded for noting and reporting in the Council's Annual Report.

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

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).

7.1. Community Report - Michael Cheney (Coach and Exercise Physiologist) - Female Football Initiative

FILE NO: SF6368

AUTHOR: Kelsey Hartland (Risk and Insurance Officer)

CHIEF EXECUTIVE OFFICER APPROVAL: Michael Stretton

SUMMARY OF PRESENTATION

Michael Cheney will provide an overview of the Female Football Initiative (FFI). FFI's vision is that every female footballer can choose to play and train with girls to be the best they can be. Their mission is offering females of all backgrounds a positive and safe space to develop as footballers and people.

7.2. Community Report - Emily Chase (Chief Executive Officer) - Drug Education Network

FILE NO: SF6368

AUTHOR: Kelsey Hartland (Risk and Insurance Officer)

ACTING CHIEF EXECUTIVE OFFICER APPROVAL: Shane Eberhardt

SUMMARY OF PRESENTATION

The Drug Education Network (DEN) is a state-wide, not-for-profit, health promotion organisation that provides school education, workforce training, resources and information to help keep Tasmanians safe from harm caused by alcohol, tobacco and other drugs.

DEN's CEO, Emily Chase, will provide an overview of DEN's services, including their current reach into communities across Tasmania, plans for the next 12-18 months as well as the benefits of accessing their services for all Tasmanians.

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)

8.1.1. Public Questions on Notice - Andrew Whitehead - Parking Infringement Procedures - 5 February 2024

FILE NO: SF6381 / SF1013

AUTHOR: Kelsey Hartland (Risk and Insurance Officer)

ACTING CHIEF EXECUTIVE OFFICER: Shane Eberhardt

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 5 February 2024 by Andrew Whitehead have been answered by Michelle Ogulin (Acting General Manager Community and Place Network).

Questions:

1. Does the LCC condone the issuing of a parking infringement for a resident who parks on their street whilst their driveway is occupied by a carpet cleaning truck?

Response:

The Road Rules 2019 regulate the parking of vehicles in public streets in Launceston. A person who parks their car contrary to a 2 hour limit risks receiving an infringement notice. A resident of a street is subject to such limit, unless they hold a Residential Parking Permit which exempts them from that limit.

The Council does not consider the use of a driveway by a private contractor to be a valid reason for a resident to exceed a time limit in a nearby street.

2. Why will council staff not give me the name of the respective manager for parking?

Response:

Correspondence received by the Council is directed to relevant officers to respond to. In the case of a parking infringement withdrawal, the Customer Service team reviews the infringement and makes a determination based on the evidence gathered and road regulations. If dispute with council's decision remains, the Manager Health and Compliance or General Manager Community and Place may review the decision, however, the officer originally responsible for assessing the withdrawal will remain responsible for closing out the item as they are the officer with the detailed knowledge of the case and are in the best position to resolve it, with assistance as required from more senior management.

8.1.2. Public Questions on Notice - Ros Lewis - Inclusive Playgrounds - 8 February 2024

FILE NO: SF6381 / SF0854

AUTHOR: Kelsey Hartland (Risk and Insurance Officer)

ACTING CHIEF EXECUTIVE OFFICER: Shane Eberhardt

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 8 February 2024 by Ros Lewis, has been answered by Ben Clarke (Recreational Planning Officer).

Questions:

1. What is Council doing to consult with the users and families and to make it easy for them to contribute to providing safe play spaces for people with autism and dementia?

Response:

The City of Launceston are undertaking a Recreation and Open Space Strategy. A part of this Strategy is the analysis of our 61 play spaces to determine current conditions, gaps in provision, and future recommendations. The Strategy will address inclusive and accessible play. A community survey has been undertaken, which opened on the 23 November 2023 and closed on the 23 January 2024 and asked respondents to address opportunities and gaps around accessibility and inclusivity in our parks and play spaces. The next phase of consultation will include targeted feedback from user groups including identified access advocacy and carer groups. At the end of February/early March a report on the consultation will be finalised and the findings identified.

As part of every play space design, inclusivity and accessibility, is incorporated into the design brief and must be addressed throughout the consultation and design process. Regarding the redevelopment of Punchbowl Play Space and City Park Playground in next 18 months there will be an opportunity for the community to engage.

8.2. Public Questions Without Notice

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

9. ANNOUNCEMENTS BY THE MAYOR

9.1. Mayor's Announcements

FILE NO: SF2375

Friday 9 February 2024

- Attended the Men's T20 International - Australia v West Indies, Blundstone Arena

Sunday 11 February 2024

- Attended Footy Fest, University Oval, Newnham
- Presented trophies for the Henley Regatta, Home Point

Monday 12 February 2024

- Joined start of the Hon Mark Shelton's St Giles Charity walk from Newstead to Hobart

Wednesday 14 February 2024

- Officiated at the ABCDE Learning Site Final Report Celebration, Invermay

Thursday 15 February 2024

- Participated in the 2024 Mayoral Croquet Challenge, St Leonards
- Attended X-Golf Launceston Launch Party, Invermay

Friday 16 February 2024

- Hosted a Civic Function to mark the Centenary of the Rotary Club of Launceston, Town Hall
- Attended the Launch of Evenfall, Legana

Saturday 17 February 2024

- Attended the celebration of the year of the Dragon - 2024 Lunar New Year, Queen Victoria Museum and Art Gallery, Royal Park

Wednesday 21 February 2024

- Visited Grade 1-2 students, Trevallyn Primary School
-

10. 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).

11. QUESTIONS BY COUNCILLORS

11.1. 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).

11.1.1. Councillor Questions on Notice - Councillor S Cai - City Park Monkeys - 8 February 2024

FILE NO: SF6381 / SF7137

AUTHOR: Kelsey Hartland (Risk and Insurance Officer)

ACTING CHIEF EXECUTIVE OFFICER: Shane Eberhardt

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 8 February 2024 by Councillor S Cai, have been answered by Kathryn Pugh (Manager Parks and Sustainability).

Questions:

1. What happens to unwanted new born monkeys and how are they disposed of?

Response:

Newborn monkeys are monitored by our experienced primate keeper, and as far as possible, bonding is encouraged between the mother and baby. No newborn monkeys are disposed of (euthanised) by council staff or veterinarians without just cause (e.g. illness or injury). If a newborn monkey is rejected by the mother or the troop, this usually results in the death of the newborn. In this case, as with natural deaths of newborns and in line with advice from primate keepers at Taronga Zoo, the exhibition is closed to the public to allow the troop to grieve and for the troop to re-stabilise. Any and all carcasses from our troop are taken to State veterinarians for an autopsy, as required by our licence conditions.

2. What benefit is there for the monkeys to be kept in an enclosure and for their young to be disposed of to limit their population?

Response:

The community derive great pleasure from the exhibition, and our new zookeeper actively engages with visitors and school groups on the behaviour and management of the troop. Council takes the welfare and ethical responsibilities for the troop seriously. In 2022, Council engaged experts from Taronga Zoo to provide advice and recommendations on the ongoing management and future options for the troop. Overall, Taronga Zoo staff were satisfied with the facilities, the good health and condition of the macaques, and the dedication of the staff to the care of the animals. Council staff have been implementing the Taronga recommendations including the engagement of a dedicated and experienced primate keeper, infrastructure upgrades and changes to diet and enrichment.

Enrichment (such as training, foraging opportunities and rapport building) gives the macaques an outlet for physical activity and mental exercise, and gives them choice and control over how they spend their time and what they eat. Currently, the troop size

is managed via natural mortality and euthanasia of either sick or overly aggressive individuals. Newborns are not disposed of to limit the size of the population. Council staff are in the process of developing a reproductive, genetic and social management plan, as per Taronga Zoo recommendation to guide future management of the troop.

11.1.2. Councillors' Questions on Notice - Councillor J J Pentridge - Staffing Levels - 12 February 2024

FILE NO: SF6381 / SF3223

AUTHOR: Kelsey Hartland (Risk and Insurance Officer)

CHIEF EXECUTIVE OFFICER: Michael Stretton

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 12 February 2024 by Councillor J J Pentridge, have been answered by Louise Foster (General Manager Organisational Services Network).

Questions:

The 2022-2023 Annual Report recorded that there were 577 employees, 364 of whom were full time, 97 part time and 116 casual.

1. What is the present staffing complement?
2. What has been the staff changeover in the last 12 months?
 - a. The reasons for staff leaving the council; and
 - b. The destination of former staff members?
3. Was the latest council employee satisfaction survey held in the last 12 months?
4. What were the findings of the latest employee satisfaction survey?
5. The Council website says it is “an employer of choice” – is the LCC an employer of choice and does that equate with staff retention?

Response:

As at 31 December 2023 the City of Launceston employed 369 full time, 100 part time and 124 casual employees, a total of 593 employees. The turnover for the 2023 calendar year (Jan-Dec) was 67 permanent employees, which equates to a turnover rate of 15.8% of our permanent employees. Council is experiencing turnover that is higher than our long term averages. However, it is important to note that our turnover rate is consistent with turnover experienced by the Local Government sector nationally which is a turnover rate of approximately 15% and closer to 20% in rural areas (Australian Local Government Association).

Reasons staff have provided for leaving Council include opportunity elsewhere, work life balance, career progression, poor relationships, family/personal reasons, career change and salary/benefits. The destination of former staff members is not data recorded by Council.

In 2023 the City of Launceston conducted a Workplace Culture Survey using the Organisational Cultural Index tool developed by Human Synergistics which measures culture. The Human Synergistics Circumplex provides a way for us to see, measure and change the thinking and behavioural styles that are widely proven to drive the

performance of an organisation. The culture at the City of Launceston was last measured using this tool in 2018. The 2023 survey results found that the culture at the City of Launceston had become more aligned with constructive styles, that organisationally we had achieved a reduction in passive, defensive and aggressive elements of culture. These results were presented to a Council Workshop in 2023.

The City of Launceston does not conduct a traditional employee satisfaction survey as cultural measurement was determined to be a contemporary way of understanding the factors that support healthy workplace culture.

The City of Launceston is an Employer of Choice, meaning we have been recognised by the Tasmanian Government as a workplace with outstanding ability to attract and retain skilled employees. This accreditation was last assessed in 2009 and was reviewed in 2015. In 2015, the City of Launceston demonstrated it continues to be an employer of choice by submitting a reaccreditation report that was assessed by a panel from Skills Tasmania and we were reaccredited from 2015. We remain an employer of choice under the Tasmanian State Government program.

11.1.3. Councillors' Questions on Notice - Councillor D C Gibson - Tasmanian Workers' Memorial Project at Elizabeth Gardens - 14 February 2024

FILE NO: SF6381 / SF5249

AUTHOR: Kelsey Hartland (Risk and Insurance Officer)

ACTING CHIEF EXECUTIVE OFFICER: Shane Eberhardt

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 14 February 2024 by Councillor D C Gibson, has been answered by Michael Newby (Acting General Manager Infrastructure and Assets Network).

Questions:

1. What is the status, funding arrangements, project management and construction schedule, communication/stakeholder plan and long-term vision for the Tasmanian Workers' Memorial project at Elizabeth Gardens?

Response:

The Tasmanian Worker's Memorial project aims to develop Elizabeth Gardens, located adjacent to University of Tasmania Stadium in Invermay, with new facilities and decorative gardens elements to promote the commemoration of Tasmanian Workers that have died from work related incidents, enhance community infrastructure and encourage community cohesion.

The design phase of the project is now reaching completion. Once the design is finalised, a development application (DA) will be lodged with the Planning Authority. During the 42-day statutory period, a tender package of documents will be developed in preparation for tender advertisement once the DA permit is received. It is currently anticipated to call for tenders in early May 2024 with construction to commence in July 2024 (pending tender program of works).

Below is a table of the funding arrangements that are confirmed:

<i>Australian Government</i>	<i>\$290,000</i>
<i>Tasmanian State Government</i>	<i>\$150,000</i>
<i>Tasmanian Unions</i>	<i>\$36,750</i>
<i>City of Launceston</i>	<i>\$50,000</i>
TOTAL	\$526,750

The construction phase of the project will see the establishment of a commemorative walk with Garden Path Arbors installed along its length. Provision for individual memorials will be allowed for through the installation of a bricked path edge detail. A shelter will be constructed in the South-East corner of the project site with power and water outlets available for events and public use such as picnics or

portable barbecues. Feature lighting along the commemorative walk and in the shelter are also proposed to further highlight the Park's unique nature and design elements.

The project is planned for completion prior to the 2025 International Workers' Memorial Service held on the project site on 28 April 2025. The ownership of this site will be transferred to the State along with the Stadiums Tasmania deal that has recently been signed. The City of Launceston has provided assurance to the Commonwealth as part of the funding agreement that the level of service at the site will remain at its current level if not increased with ownership being transferred and with the additional \$130 million development of UTAS Stadium and will work with Stadiums Tasmania to ensure this commitment is maintained.

11.2. 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).

12. ORGANISATIONAL SERVICES NETWORK

12.1. 2023/2024 Budget - Budget Amendments

FILE NO: SF6940 / SF7558

AUTHOR: Samuel Kelty (Manager Finance)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

For Council to:

1. consider changes to the Council's 2023/2024 Statutory Estimates.

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

2. consider adjustments made during 1 January to 31 January 2024 by the Chief Executive Officer to the 2023/2024 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 2023/2024 Statutory Estimates:
 - (a) Revenue
 - i. the net increase in revenue from external grants and contributions of \$200,000.
 - (b) Expenses
 - i. the net increase in operations expenditure of \$8,501.
 - (c) Capital Works Expenditure
 - i. the net increase in expenditure from external funds of \$200,000.
 - ii. the increase in the Council's funded expenditure of \$191,499.
 2. notes that amendments from Recommendation 1. result in:
 - (a) the operating surplus being amended to \$13,551,292 (including capital grants of \$18,581,404) for 2023/2024.
 - (b) the capital budget being increased to \$43,308,195 for 2023/2024.
 3. pursuant to section 82(7) of the *Local Government Act 1993 (Tas)*, receives the Chief Executive Officer's report on adjustments to the 2023/2024 budget for the period 1 January to 31 January 2024.
-

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 01/07/2023	(2,406)	20,636
Adjustments Approved by Council to 31/12/2023	15,766	22,481
Balance Previously Advised as at 31/12/2023	<u>13,360</u>	<u>43,117</u>
 <u>Amendments</u>		
Council Funds	0	0
Capital to Operations	(9)	(9)
Operations to Capital	0	0
Operations	0	0
External Funds	200	200
External Funds Not Received	0	0
Statutory Budget as at 31/01/2024	<u>13,551</u>	<u>43,308</u>
 Deduct Capital Grants and Contributions	 <u>(18,581)</u>	
Operating Budget Surplus/(Deficit)	<u>(5,030)</u>	
 <u>Underlying Result Adjustments</u>		
Tamar Estuary River Health Action Plan Contribution	4,500	
South Esk Road Retaining Wall Project	1,080	
Underlying Operating Budget Surplus/(Deficit)	<u>550</u>	

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

These adjustments are required due to a mix of factors, including;

- program budgets being allocated to individual projects;
- changes in project scope;
- additional external funding becoming available;
- expenditure being classified as operational in nature, when budgeted as capital;
- projects completed both over and under budget due to a number of factors.

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
CP24491	Carr Villa Cremator Chamber Refurbishment	\$20,000	\$8,501	\$0	\$11,499
OPM25347	OPM2024 Carr Villa Crematorium Refurbishment Design	\$0	\$0	\$8,501	\$8,501
	TOTALS	\$20,000	\$8,501	\$8,501	\$20,000

The project scope of works:

A detailed engineering report into the maintenance requirement of the Tabo Cremator was conducted within the Crematorium Refurbishment Design project. The report outlined several maintenance requirements and recommendations for the near future to ensure uninterrupted and continued use of the cremator.

The recommendations are operational in nature, with the exception of one of the main requirements, the cremator chamber refractory wall refurbishment, which meets Council's definition of capital expenditure. The report recommends that action to renew the refractory chamber wall be conducted within a 6-month period. As such, the refractory replacement has become a priority project within the Carr Villa capital program. To accommodate this, it is proposed that the current year's capital program at Carr Villa be reprioritised to allow the timely commencement of the refractory replacement works. The capital adjustment mentioned here is tabled below in the Chief Executive Officers' report on adjustments.

Finally, as the engineering report has recommended both operational and capital works, it is proposed the total cost of the report (\$15,302) be apportioned between a major operational project (\$8,501) and the existing amount remain in the existing refractory chamber refurbishment capital project (\$6,801). This apportionment is based on the funding recommendations noted in the report.

Capital to Operations	Operations	Capital
Carr Villa Cremator Chamber Refurbishment	\$8,501	(\$8,501)
TOTAL	\$8,501	(\$8,501)

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL.10.0.1067.1000.12733	Parks and Gardens State Grants - Capital	\$0	\$200,000	\$0	(\$200,000)
CP24565	Royal Park Skate Park	\$20,000	\$0	\$200,000	\$220,000
	TOTALS	\$20,000	\$200,000	\$200,000	\$20,000

The project scope of works:

The City of Launceston has been successful in application of an Open Spaces Grant, as administered through the Local Government Association of Tasmania (LGAT) on behalf of State Government for improvements to the Royal Park Skate Park.

As such, it is required that grant funding be recognised on the project as budget.

External Funding	Operations	Capital
Royal Park Skate Park	(\$200,000)	\$200,000
TOTAL	(\$200,000)	\$200,000

1(c) The following items need to be reallocated between Capital projects but do not alter the operating surplus:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24532	QVMAG Gas Boiler Replacement to Electric	\$600,000	\$600,000	\$0	\$0
24602	Cataract Gorge Inclinor	\$0	\$0	\$100,000	\$100,000
24600	Launceston Waste Centre - Cribb Room Upgrade	\$0	\$0	\$50,000	\$50,000
24598	Lamont House Renewal and Change of Use	\$0	\$0	\$150,000	\$150,000
24595	Gorge Restaurant Chimney Replacement	\$0	\$0	\$300,000	\$300,000
	TOTALS	\$600,000	\$600,000	\$600,000	\$600,000

The project scope of works:

Cancellation of the QVMAG Royal Park Boiler Replacement project is proposed. The boilers life has been reviewed and deemed that it will last another 5 years, which is in line with the useful life of the asset. It is estimated that the future asset renewal be in the vicinity of \$1m. As such it is proposed that the approved budget figure be utilised on several other projects requiring funding.

The Cataract Gorge Inclinor is consistently experiencing reliability issues. The proposed budget transfer is to allow commencement of the investigation and design of a solution, for delivery in a future year. As the project is currently unbudgeted, to allow works to be undertaken a budget transfer is required.

Existing facilities at the Launceston Waste Centre Cribb Room require an extension as the current facilities do not provide adequate space for the Launceston Waste Centre team to occupy the lunchroom at the one time. As the project is currently unbudgeted, to allow works to be undertaken a budget transfer is required.

In order to comply with class 9b occupancy requirements for new tenancy, there are building upgrade works that are required to be completed at Lamont House. The requested budget will allow these works to be undertaken.

In order to restore the chimney at the Cataract Gorge Restaurant to the requirements of the Heritage Council and to upgrade the bush fire protection of the restaurant building through the installation of sprinklers, funding is required. As such it is proposed that funding can be transferred from the QVMAG Gas Boiler Replacement project.

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.

Project Number	Project Description	Budget Before This Adjustment	Adjustment	Revised Budget	Type of Change
24509	Footpath Reseal Program 2023/2024	\$766,000	(\$67,000)	\$699,000	Decrease
24579	Edinburgh Street Renewal	\$575,000	\$67,000	\$642,000	Increase
24534	Carr Villa Drainage Renewal 2023/2024	\$25,000	(\$25,000)	\$0	Decrease
24528	Carr Villa Road Works 2023/2024	\$20,000	(\$20,000)	\$0	Decrease
24533	Carr Villa Road Surface Renewal 2023/2024	\$30,000	(\$25,000)	\$5,000	Decrease
24529	Carr Villa Drainage Works 2023/2024	\$15,000	(\$302)	\$14,698	Decrease
24491	Carr Villa Cremator Chamber Refurbishment	\$11,409	\$70,302	\$81,801	Increase
	TOTALS	\$1,442,409	\$0	\$1,442,499	

The following capital project adjustments have occurred in the period 1 January to 31 January 2024:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24509	Footpath Reseal Program 2023/2024	\$766,000	\$67,000	\$0	\$699,000
24579	Edinburgh Street Renewal	\$575,000	\$0	\$67,000	\$642,000
	TOTALS	\$1,341,000	\$67,000	\$67,000	\$1,341,000

The project scope of works:

The originally appointed contractor for the Edinburgh Street Renewal project has indicated that they are unable to fulfil the contract and as such the City of Launceston needs to appoint another contract for the works. In engaging an alternative contractor, there is an associated increase in projects costs of \$67,000, which is required to be recognised as budget.

Advice from contractors indicates that we will not be able to fully expend the budget allocated to our footpath reseal program due to their capacity limitations, allowing for additional funds to be transferred to the Edinburgh Street Renewal project.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24534	Carr Villa Drainage Renewal 2023/2024	\$25,000	\$25,000	\$0	\$0
24528	Carr Villa Road Works 2023/2024	\$20,000	\$20,000	\$0	\$0
24533	Carr Villa Road Surface Renewal 2023/2024	\$30,000	\$25,000	\$0	\$5,000
24529	Carr Villa Drainage Works 2023/2024	\$15,000	\$302	\$0	\$14,698
24491	Carr Villa Cremator Chamber Refurbishment	\$11,409	\$0	\$70,302	\$81,801
	TOTALS	\$101,409	\$70,302	\$70,302	\$101,499

The project scope of works:

As such, the refractory replacement has become a priority project within the Carr Villa capital program. To accommodate this, it is proposed that the current year's capital program at Carr Villa be reprioritised to allow the timely commencement of the refractory replacement works.

It should be noted that Carr Villa is currently having its roads network condition assessed internally by the Roads and Traffic team, with the objective that future road works and associated budget align with this condition assessment, as is the case with Council's road surface renewal and road reconstruction program. So while the remainder of the current

year's program budget will be reprioritised, it is expected that an increase in budget proposal in future years will occur based on the condition assessment as well as factor current year works put on hold.

Finally, as the engineering report has recommended both operational and capital works, it is proposed the total cost of the report (\$15,302) be apportioned between a major operational project (\$8,501) and the existing amount remain in the existing refractory chamber refurbishment capital project (\$6,801). This apportionment is based on the funding recommendations outlined in the report. This Capital to Operations adjustment mentioned here is tables in the agenda item above in the Capital to Operation transfers section.

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

13. MEETING CLOSURE

14. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 1.00pm on 7 March 2024 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.