



**LAUNCESTON CITY COUNCIL**

# **COUNCIL MINUTES**

**COUNCIL MEETING  
MONDAY 24 MARCH 2014**

# LAUNCESTON CITY COUNCIL

COUNCIL MINUTES

Monday 24 March 2014

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Notice is hereby given that the Ordinary Meeting of the Launceston City Council will be held at the Council Chambers -

Date: 24 March 2014

Time: 1.00 pm

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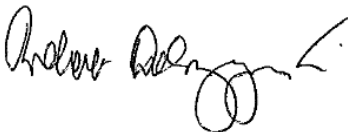
## Section 65 Certificate of Qualified Advice

### Background

Section 65 of the Local Government Act 1993 requires the General Manager to certify that any advice, information or recommendation given to council is provided by a person with appropriate qualifications or experience.

### Declaration

I certify that persons with appropriate qualifications and experience have provided the advice, information and recommendations given to Council in the minutes items for this meeting.



**Robert Dobrzynski**  
General Manager

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# LAUNCESTON CITY COUNCIL

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**Present:**                    **Alderman**            **A M van Zetten (Mayor)**  
   **J D Ball (Deputy Mayor)**  
   **A L Waddle**  
   **A C Peck**  
   **R L McKendrick**  
   **R J Sands**  
   **R L Armitage**  
   **I S Norton**  
   **R I Soward**  
   **D H McKenzie**  
   **J G Cox**  
   **D C Gibson**

**In Attendance:**    **Mr R S Dobrzynski (General Manager)**  
   **Mr J Davis (Manger Corporate Strategy)**  
   **Mrs L Hilkmann (Committee Clerk/Admin Officer)**

**Apologies:**                    **Alderman**            **Nil.**

# LAUNCESTON CITY COUNCIL

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**1 OPENING OF MEETING - IN ATTENDANCE AND APOLOGIES**

The Mayor opened the meeting at 1.00pm.

**2 DECLARATION OF PECUNIARY INTERESTS**

Nil

**3 CONFIRMATION OF MINUTES**

**RECOMMENDATION:**

1. That the Minutes of the meeting of the Launceston City Council held on 11 March 2014 be confirmed as a true and correct record.

**DECISION: 24/03/2014**

**RESOLUTION: (1):**

Moved Alderman A C Peck, seconded Alderman D C Gibson.

That the Recommendation be adopted.

**CARRIED UNANIMOUSLY 12:0**

**4 DEPUTATION**

Nil

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**5 ANSWERS FROM PREVIOUS PUBLIC AND ALDERMEN'S QUESTION TIME**

<b>Meeting Date &amp; Item No.</b>	<b>Question</b>	<b>Answer</b>	<b>Officer Responsible</b>
11 March 2014	<p>Question by Alderman Ball:</p> <p>In regards to the progress of previous NOM's, what is the progress on a proposed Energy Summit to be held in Launceston?</p>	<p>This question was taken on notice.</p> <p>The Council has received advice from Sustainable Living Tasmania that they no longer intend to run a Sustainability Expo in Northern Tasmania. As an alternative solution, discussions have been held with Tamar NRM, who have indicated a willingness to organise and run an energy summit. Tamar NRM have facilitated a sustainability group for some time and the proposed energy summit is consistent with the organisation's strategic directions. The matter will be progressed with the Tamar NRM Executive Officer and progress will be reported back to Council.</p>	Michael Stretton
11 March 2014	<p>Question by Alderman Ball:</p> <p>In regards to the progress of previous NOM's, where are we with the Duck Reach MoU</p>	<p>This question was taken on notice. Additional amendments to the Heads of Agreement document have been agreed with Hydro Tasmania, and the final version of the agreement is currently being reviewed by the General Manager, prior to execution. Following this, a report will be presented to Council outlining a proposed process to progress a possible redevelopment of the Duck Reach site by a third party operator.</p>	Rod Sweetnam



Meeting Date & Item No.	Question	Answer	Officer Responsible
11 March 2014	<p>Question by Alderman Ball:</p> <p>It was agreed in a previous Notice of Motion that up to 3 meetings a year would be held outside the urban area. What is the progress of this motion?</p>	<p>This question was partially taken on notice.</p> <p><b>GM responded:</b> We will look at the document trail from the time the motion was raised and present our findings in due course.</p> <p><u>Further Response</u> The history of the decision to hold Council Meetings in the community is as follows:</p> <ul style="list-style-type: none"> <li>• The original Council decision to hold up to three meetings a year was made on 28 April 2008</li> <li>• One meeting was held at Lilydale on 11 May 2009</li> <li>• No further meetings were held</li> <li>• A discussion regarding the future of these meetings was held on 6 December 2010</li> <li>• At its meeting on 31 January 2011 Council decided to hold more informal functions such as barbeques to engage the local residents</li> <li>• At the Council Meeting on 10 October 2011, in response to a question from Alderman Ball regarding the current status of the decision to hold Council Meetings in the community, the General Manager advised that this decision had been superseded by the more informal approach.</li> </ul>	Michael Tidey

Meeting Date & Item No.	Question	Answer	Officer Responsible
		<p>The Council has developed a Community Engagement Framework that demonstrates our commitment to building partnerships with a range of stakeholders, as well as to seeking greater community involvement in the activities and decision making process of Council.</p> <p>Alongside this, the Council has designed a Community Engagement Schedule of Activity outlining all upcoming public consultation activity (including annual consultation and various project based consultations).</p> <p>Our online engagement platform <i>Your Voice. Your Launceston.</i> has 1,270 registered participants who receive notification via email every time a new project is available for consultation. The Schedule of Activity was designed to ensure that participants receive regular notifications of engagement opportunities as well as to safeguard them from engagement overload.</p>	

**6 PUBLIC QUESTION TIME**

Nil

## 7 ANNOUNCEMENTS BY THE MAYOR

### 7.1 Mayor's Announcements

FILE NO: SF2375

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#### **Thursday 14 March**

Attended official launch of Flu Smart Campaign at Caledonian Medical Service, Invermay  
Attended Northern Croquet Club's Mayors Challenge

#### **Friday 14 March**

Officially opened "Airtime 360" Trampoline Park at Launceston Sports Arena  
Attended NTFA 2014 Season Launch  
Attended Opening night performance of the Phantom of the Opera

#### **Saturday 15 March**

Officially launched Tamar Bicycle Users Group Bike Week event

#### **Sunday 16 March**

Officiated at St Giles "Balfour Burn"  
Presented trophy to winners of Launceston Regatta  
Officiated at Tornados Season Launch

#### **Wednesday 19 March**

Officially welcomed NRM Knowledge Conference delegates

#### **Thursday 20 March**

Attended Three River Theatre performance of "God of Carnage" at Earl Arts

#### **Friday 21 March**

Officiated at Harmony Day Celebrations at UTAS

#### **Saturday 22 March**

Presented medals at Riverside Aquatic Club Annual Swim Meet  
Attended Official Function for Hawthorn vs Brisbane at Aurora

#### **The Mayor further added:**

- **Friday 14 March - attended the opening of "Airtime 360" Trampoline Park at the Launceston Sports Arena. A fantastic and exciting new initiative for the Launceston community.**
-

## 7.1 Mayor's Announcements...(Cont'd)

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- **Friday 14 March - attended the opening night performance of the Phantom of the Opera. Congratulations to Encore, Alderman Gibson and to all staff involved in the production.**
  - **Sunday 16 March - presented trophies to the winners of the Launceston Regatta. A successful event and congratulations to all those involved.**
  - **Friday 21 March - officiated at the Harmony Day Celebrations held at UTAS. A fantastic event. Also attended the soccer match between UTAS and AMC. Great support and enjoyable game.**
  - **Saturday 22 March - attended the Hawthorn vs Brisbane match at Aurora Stadium. Congratulations to Council staff for all their work maintaining the grounds.**
-

## 8 ALDERMEN'S/DELEGATES' REPORTS

### 8.1 Ald Peck - Launceston Airport & Cityprom

Alderman A C Peck reported:

- Construction is currently underway at Launceston Airport for the new entry and exit which will also include long term parking, undercover parking and an undercover walkway to the terminal.
  - As of 1<sup>st</sup> May 2014 Launceston Airport management will be taking over all baggage security duties.
  - The mezzanine floor above the old Qantas terminal will be upgraded to allow for the expansion of Tasmanian Irrigation.
  - Launceston Airport's annual audit went well.
  - Launceston Airport has received a Certificate of Appreciation from the GLOVE Society as long term donators.
  - 30 businesses participated in the AFL window displays with Toy World winning the major prize.
  - Thursday 27<sup>th</sup> March - Cityprom will hold a budget members night where Cityyprom will present their budget to members
  - A reminder that Crazy Day is Saturday 5<sup>th</sup> April - 70 business have signed up thus far.
-

## 8.2 Ald Norton - Launceston Tram Society Meeting

Alderman I S Norton reported:

- **Tuesday March 18<sup>th</sup> - attended the Launceston Tram Society's monthly meeting. Most notably there is a concern regarding the lack of patronage to the museum and the number of people riding the tram has dropped considerably. At this stage, the Tram Society has decided to limit activities to Fridays and weekends and have already lowered their prices.**
-

## 8.3 Ald McKendrick - Franklin House

Alderman R L McKendrick reported:

- The Franklin House Fair was a great success. Thank you to all Aldermen and the General Manager for attending, with special mention to Ald Nortorn for bringing along various snakes for display.
  - Hopefully, now that the election is over, the contribution pledged by Mr Peter Gutwein for the underpinning of Franklin House is honoured.
  - Attended the Launceston General Hospital monthly meeting.
-

## 8.4 Ald Ball - Pedestrian & Bike Committee

Alderman J D Ball reported:

- **Attended the Pedestrian Bike Committee meeting on Tuesday 18<sup>th</sup> March with guest presenters Sarah Hurst, who is leading the community business support group for the North East Rail Trail and Derek Le Marchent from Northern Tasmania Development.**
-



**9 QUESTIONS BY ALDERMEN****9.1 Ald McKenzie - Development Applications included in Agenda**

Aldermen's Question: **Alderman D H McKenzie** asked

**Would it be appropriate to consider including a Council Agenda Item regarding Development Applications that have been submitted in the previous month?**

**General Manager responded:**

**This is typically done on Council's website as the mode of communication. The Examiner do a great job of providing public exposure to current development activity. Perhaps we could look at a strategy that will increase greater public attention to this area on our website.**

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**9.2 Ald Soward - DIER**

Aldermen's Question: **Alderman R I Soward** asked

**Can Aldermen please receive an update of the information received from DIER regarding their actions over the major rock fall recently near the Southern outlet?**

**Mr H Galea (Director Infrastructure Services) responded:**

**On Monday, a 2 tonne boulder left the embankment and landed on the Southern outlet. As this particular road is under the care of DIER their contractors were on site by 6pm and were working on removing the boulder. DIER engineers have checked the road and have reported no damage. Checks have also been conducted on the bank's stability with no further signs of disruption. DIER will be undertaking further investigations.**

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## **9.3 Ald Soward - Metro Tasmania**

Aldermen's Question: **Alderman R I Soward** asked

**Does council meet formally and regularly with Metro Tasmania to discuss its bus service in Launceston? If so, how often do these meetings occur? If not, can council formally approach Metro to set up quarterly meetings where service, access and route issues can be discussed with a view to ensuring efficient and effective provision of delivery to the residents of Launceston?**

**Mr H Galea (Director Infrastructure Services) responded:**

**Infrastructure Services meet regularly with Metro Tasmania regarding operational matters such as bus stops, road works and road related problems.**

**The question relates to bus routes and timetables which is a responsibility of DIER passenger Transport Department. Metro operate under a contract administration by BIER and would have limited flexibility to alter routing and timetables.**

**Council's discussion should be with DIER's Passenger Transport Department.**

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## **9.4 Ald Ball - Resource Recover Center construction progress**

Aldermen's Question: **Alderman J D Ball** asked

**Can Aldermen please receive an update on where we are at with the construction of the resource recovery center and tip shop?**

**Mr H Galea (Director Infrastructure Services) responded:**

**A tender for construction has been approved and a timetable outlining events and expected start date will be provided to Aldermen via the Weekly Bulletin at the end of the 1<sup>st</sup> week in April.**

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## 9.5 Ald Ball - Inveresk Master Plan

Aldermen's Question: **Alderman J D Ball** asked

**Can Aldermen have some dates for the Inveresk Master Planning process, for when it's set to start and conclude?**

**General Manager responded:**

**Dates are being revised in consideration of more recent developments that have the potential to significantly impact on an integrated strategic positioning for the Inveresk Precinct**

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## **9.6 Ald Ball - Process of Community Engagement**

Aldermen's Question: **Alderman J D Ball** asked

**Regarding my previous question at Council Meeting 11 March 2014, concerning an agreed Notice of Motion for up to 3 meetings a year being held outside the urban area, in 2011 the General Manager stated that there would be a more informal process of engagement. Is this still the strategy, to have some informal engagement? If so, is there a way for us to ensure that this occurs?**

**General Manager responded:**

**This would be an appropriate agenda topic to be included in a future Strategic Planning and Policy Committee meeting. The Purpose would be to discuss a community engagement strategy outlining what are we trying to achieve and how best to do it.**

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**10 COMMITTEE REPORTS****10.1 Street Tree Advisory Committee 12 November 2013****FILE NO:** SF5726**AUTHOR:** Andrew Smith (Manager Parks and Recreation)**DIRECTOR:** Harry Galea (Director Infrastructure Services)

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**DECISION STATEMENT:**

To receive and consider a report from the Street Tree Advisory Committee.

**RECOMMENDATION:**

That the report from the Street Tree Advisory Committee meeting held on 12 November 2013 be received.

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**Mr A Smith (Parks and Recreation Manager) was in attendance to answer questions of Council in respect of this Agenda Item.**

**DECISION:** 24/03/2014**RESOLUTION:** (1):**Moved Alderman J G Cox, seconded Alderman J D Ball.****That the Recommendation be adopted.****CARRIED UNANIMOUSLY 12:0**

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**10.2 Heritage Advisory Committee Report - 27 February 2014****FILE NO:** SF2965**AUTHOR:** Fiona Ranson (Urban Designer and Heritage Planner)**DIRECTOR:** Michael Stretton (Director Development Services)

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**DECISION STATEMENT:**

To consider a report from the Heritage Advisory Committee's meeting held on 27 February 2014.

**PREVIOUS COUNCIL CONSIDERATION:**

N/A

**RECOMMENDATION:**

That the report from the Heritage Advisory Committee meeting on Thursday, 27 February 2014 be received.

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**Mr M Stretton (Director Development Services) was in attendance to answer questions of Council in respect of this Agenda Item.**

**DECISION: 24/03/2014****RESOLUTION: (1):****Moved Alderman J D Ball, seconded Alderman A C Peck.****That the Recommendation be adopted.****CARRIED UNANIMOUSLY 12:0**

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**10.3 Audit Committee Meeting - 5 March 2014****FILE NO:** SF3611**AUTHOR:** Paul Gimpl (Manager Finance)**DIRECTOR:** Michael Tidey (Director Corporate Services)

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**DECISION STATEMENT:**

To receive and consider a report from the Audit Committee following the meeting on 5 March 2014.

**RECOMMENDATION:**

That the report from the Audit Committee meeting held on 5 March 2014 be received.

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**DECISION:** 24/03/2014**RESOLUTION:** (1):**Moved Alderman D H McKenzie, seconded Alderman R I Soward.****That the Recommendation be adopted.****CARRIED UNANIMOUSLY 12:0**

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**11 PETITIONS**

Nil

**12 PLANNING AUTHORITY**

Nil

**13 NOTICES OF MOTION - FOR CONSIDERATION**

Nil

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**DIRECTORATE MINUTES ITEMS****14 DEVELOPMENT SERVICES****14.1 Staged Development Schemes Under the Strata Titles Act 1998 Policy Review**

FILE NO: SF2642

DIRECTOR: Michael Stretton (Director Development Services)

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**DECISION STATEMENT:**

To review Council Policy (Ref No. 18-PI-010) - Staged Development Schemes Under Strata Titles Act 1998 Policy

**PREVIOUS COUNCIL CONSIDERATION:**

17 March 2014 - SPPC Item 4.1

3 March 2008 - Staged Development Schemes Under Strata Titles Act 1998 Policy approved by Council

**RECOMMENDATION:**

That the Council approve the revised Council Policy titled: Strata and Staged Development Schemes Under the Strata Titles Act 1998 (ECM reference 3137958).

***Strata and Staged Development Schemes Under Strata Titles Act 1998 Policy******PURPOSE:***

To determine a Policy for the approval of a Strata or Staged Development Schemes under the *Strata Titles Act 1998*.

***SCOPE:***

This policy shall apply to all applications to Council for a Strata or Staged Development Scheme under the *Strata Titles Act 1998*.

***PREAMBLE:***

Land and particularly buildings may be divided into lots and common property by registering a strata plan with the Land Titles Office, under the *Strata Titles Act 1998* ('the Act').

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### 14.1 Staged Development Schemes Under the Strata Titles Act 1998 Policy Review...(Cont'd)

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Land and buildings can be divided vertically and horizontally but must consist of all lots upon which a development is sited. When development involves two or more lots, registration of the plan has the effect of automatically consolidating those lots i.e. there is no need to adhere the lots under the *Local Government (Building and Miscellaneous Provisions) Act 1993*.

The Strata Title registration process is initiated when a developer, usually through a Land Surveyor requests the Council sign-off on the strata plan development through a process involving issuing a certificate of approval and executing the associated documentation, prior to its submission to the Land Titles Office.

Certificates of approval issued by Council are required for strata plans, amendments to strata plans, consolidation of strata plans, staged development schemes and cancellation of strata plans.

The Act requires that the following information be submitted to the Council:

- a) Plans that adequately illustrate the proposal;
- b) Prescribed documents; and
- c) Prescribed fees.

The Act further requires that:

- a) The requirements of the planning scheme are complied with;
- b) Certificates for building work must be issued under the *Building Act 2000*;
- c) Substantial compliance must be achieved with all other requirements under the *Building Act 2000*; and
- d) If the proposal related to a lot without a building that the proposal is capable of being carried into effect.

### **POLICY:**

In determining applications for staged development schemes the Council requires that:

1. For multi storey Staged Development Schemes, each floor level must be totally completed with all relevant Certificates issued pursuant to the *Building Act 2000* and all the common areas finished for the level before the strata plan is certified for that stage.
  2. In order to consider the creation of vacant lots under the Act, the following requirements must be met:
    - i. a staged development scheme must be entered into;
    - ii. a valid planning permit must exist for the whole of the development; and
    - iii. stage 1 of the staged development scheme is to consist of:
-

### 14.1 Staged Development Schemes Under the Strata Titles Act 1998 Policy Review...(Cont'd)

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- at least one building/multiple dwelling,
- fully serviced lots;
- completed accesses; and
- developed common property.

Where relevant, an application for a staged development must meet the following specific requirements:

Construct units in stages with the creation of the lots up front:-

- A Planning Permit for the whole of the development must be obtained.
  - A registered Land Surveyor must be engaged to prepare a Master Plan and Disclosure Statement for the development.
  - Stage 1 must consist of the completion of at least one multiple dwelling and the creation of the vacant lots and the following works will be required to the satisfaction of the Planning Authority for the vacant lots:
    - a) The single stormwater connection and vehicular crossing for the property.
    - b) All car parking and manoeuvring spaces, landscaping, mail boxes, bin storage required for the Unit(s)
    - c) The construction of an impervious driveway, including all car parking and manoeuvring spaces within common property
    - d) All internal water, sewage, drainage, electrical and telecommunications infrastructure required to provide each strata lot being created to have connections to these services.
    - e) All boundary fencing and internal fencing for each lot created.
  - The final stage will consist of the final seal of the common property to the satisfaction of the Planning Authority.
  - The prepared Master Plan and Disclosure Statement are to be lodged with the Council for Certification.
  - The Council will execute documentation with associated certificates.
  - The Land Surveyor is to register the documentation and associated certificates with Land Titles Office. Titles are then to be issued for the development.
  - A Building Permit is to be obtained for subsequent stages. Stages are then to be completed in accordance with Planning, Building and Council's Certificate pursuant to section 37 of the Act.
  - Once the stages are completed the strata plan will be updated to depict the final building footprint.
-

## 14.1 Staged Development Schemes Under the Strata Titles Act 1998 Policy Review...(Cont'd)

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Construct units in stages with the creation of the lots up front with an existing building on site:-

- A Planning Permit for the new development must be obtained.
- An accredited Building Surveyor must be engaged to prepare a Building Report on the existing dwelling. This Report will check for compliance with the necessary Regulations and Acts.
- A registered Land Surveyor must be engaged to begin the surveying process. You will need to discuss how you wish to stage the development and decide on lot entitlements. The Land Surveyor will prepare a Master Plan and Disclosure Statement for the development.
- Stage 1 must consist of the existing building and the creation of the vacant lots and the following works are required to be completed to the satisfaction of the Planning Authority for the vacant lots:
  - a) The single stormwater connection and vehicular crossing for the property.
  - b) All car parking and manoeuvring spaces, landscaping, mail boxes, bin storage required for the Unit(s)
  - c) The construction of an impervious driveway, including all car parking and manoeuvring spaces within common property
  - d) All internal water, sewage, drainage, electrical and telecommunications infrastructure required to provide each strata lot being created to have connections to these services.
  - e) All boundary fencing and internal fencing for each lot created.
    - The Final Stage will consist of the final seal of the common property to the satisfaction of the Planning Authority:
    - Prepared Master Plan and Disclosure Statement are to be lodged with the Council for Certification.
    - The Council will then execute documentation with associated certificates.
    - The Land Surveyor is to register the documents and associated certificates with Land Titles Office. Titles are then to be issued for the development.
    - A Building Permit is to be obtained for subsequent stages and the relevant stages are then to be completed in accordance with Planning, Building and Council's Certificate pursuant to section 37 of the Strata Titles Act 1998.
    - Once the stages are completed, the strata plan will be updated to depict the final building footprint.

Construct units in stages with the creation of the lots up front with an existing building when completions have been issued:-

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### 14.1 Staged Development Schemes Under the Strata Titles Act 1998 Policy Review...(Cont'd)

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- A Planning Permit for the new development must be obtained.
- A registered Land Surveyor must be engaged to begin the surveying process. You will need to discuss how you wish to stage the development and decide on lot entitlements. The Land Surveyor will prepare a Master Plan and Disclosure Statement for the development.
- Stage 1 must consist of the existing building and the creation of the vacant lots and the following works will be required to the satisfaction of the Planning Authority for the vacant lots:
  - a) The single stormwater connection and vehicular crossing for the property.
  - b) All car parking and manoeuvring spaces, landscaping, mail boxes, bin storage required for the Unit(s)
  - c) The construction of an impervious driveway, including all car parking and manoeuvring spaces within common property
  - d) All internal water, sewage, drainage, electrical and telecommunications infrastructure required to provide each strata lot being created to have connections to these services.
  - e) All boundary fencing and internal fencing for each lot created.
- The final Stage will consist of the final seal of the common property to the satisfaction of the Planning Authority:
- Prepared Master Plan and Disclosure Statement are to be lodged with the Council for Certification.
- The Council will then execute documentation with associated certificates.
- The Land Surveyor is to register the documentation and associated certificates with the Land Titles Office. Relevant titles will then be issued for the development.
- A Building Permit must be obtained for subsequent stages. The stages are then to be completed in accordance with Planning, Building and Council's Certificate pursuant to section 37 of the Strata Titles Act 1998.
- Once the stages are completed the strata plan will be updated to depict the final building footprint.

#### Construct a new unit behind an existing with no vacant land:-

- a Planning Permit is to be obtained for the second dwelling.
  - An accredited Building Surveyor is to be engaged to prepare a Building Report for the existing dwelling. This Report will check for compliance with the necessary Regulations and Acts.
  - Any outstanding works required by the Building Report must be completed.
-

### 14.1 Staged Development Schemes Under the Strata Titles Act 1998 Policy Review...(Cont'd)

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- A registered Land Surveyor must be obtained to commence the surveying process. Applicants will need to discuss how they wish to stage the development and decide on lot entitlements. The Land Surveyor will prepare a Master Plan and Disclosure Statement for the development.
- Any outstanding works required in stage 1 must be completed.
- The prepared Master Plan and Disclosure Statement are to be lodged with the Council for Certification.
- The Land Surveyor is to register the Master Plan and Disclosure Statement with Land Titles Office. Relevant titles are then to be issued for the development.
- A Building Permit is to be obtained for the second dwelling. The second dwelling is to be completed in accordance with the Planning, Building and Council's Certificate pursuant to section 37 of the Strata Titles Act 1998.
- The development must be completed and Plumbing and Building Completion certificates will be issued and all works signed off by relevant departments.
- The Strata Plan for stage 2 is to be lodged with Council for certification.
- The Land Surveyor is to register the strata Plan with the Land Title Office. Titles are then to be issued for the development.

### 3. For development not in Stages Council require the following process to be followed:

#### A new unit behind an existing:-

- A Planning Permit is to be obtained for the second dwelling.
  - An accredited Building Surveyor is to be engaged to prepare a Building Report on the existing dwelling. This Report will check for compliance with the necessary Regulations and Acts.
  - A Building Permit is to be obtained for new unit.
  - Complete the new unit.
  - Complete any outstanding works required by the Building Report.
  - A registered Land Surveyor is to be engaged to produce a strata plan showing lot sizes, common property (if any) and unit entitlements.
  - The strata plan is to be lodged with Council for Certification.
  - The Council will then check compliance with the conditions issued on permit.
  - Once satisfied, the Council will issue Completion and Compliance certificates.
  - The Land Surveyor is to register the strata plan with Land Titles Office. Relevant titles will then be issued for the development.
-



## **14.1 Staged Development Schemes Under the Strata Titles Act 1998 Policy Review...(Cont'd)**

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Units are "new" and Building and Plumbing Completions have been issued:-

- A registered Land Surveyor is to be engaged to produce a strata plan showing lot sizes, common property (if any) and unit entitlements.
- The strata plan is to be lodged with the Council for Certification.
- The Council will then check compliance with the conditions issued on permit.
- The Land Surveyor is to register the strata plan with Land Titles Office. Relevant titles will then be issued for the development.

Units are "old" and no Building Completions have been issued:-

- An accredited Building Surveyor is to be engaged to prepare a Building Report on the existing dwellings. This Report will check for compliance with the necessary Regulations and Acts.
  - Any outstanding works required by the Building Report must be completed.
  - A registered Land Surveyor is to be engaged to produce a strata plan showing lot sizes, common property (if any) and unit entitlements.
  - The strata plan is to be lodged with the Council for Certification.
  - The Council will then check compliance with the conditions issued on permit.
  - The Land Surveyor is to register the strata plan with Land Titles Office. Relevant titles will then be issued for the development.
4. In steep or restricted sites, Council may require that bulk earthworks, construction of footings, the construction of retaining walls or drainage works be completed in the succeeding stage as part of the current stage so as to protect the amenity of a subsequent occupier of the current stage.
  5. That authority to approve a Staged Development Scheme under Part 3 of the *Strata Titles Act 1998* be delegated to the Manager Planning Services department or in her or his absence to the Director Development Services or in that person's absence to the General Manager.
  6. That Council not approve of any application for Approval of a Scheme in Principle which requires an exemption from the requirement for Certificates of Approval under Part 2 of the *Strata Titles Act 1998*.
-

## **14.1 Staged Development Schemes Under the Strata Titles Act 1998 Policy Review...(Cont'd)**

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### ***PRINCIPLES:***

Council agrees that it will not approve an application for Approval of Scheme in Principle which requires an exemption from the requirements for a certificate of approval under Part 2 of the Strata Titles Act 1998. Part 2 provides exemptions from Certificate of Occupancy, Completion Certificate nor Building Certificate have been issued. The building must be completed before strata titles could be issued.

### ***RELATED LEGISLATION:***

Land Use Planning and Approval Act 1993

Local Government (Building and Miscellaneous Provisions) Act 1993

Strata Titles Act 1998

Building Act 2000

### ***REFERENCES:***

N/A

### ***DEFINITIONS:***

**Manager Planning Services** also means a person who may be performing the role in an acting capacity.

### ***REVIEW:***

This policy will be reviewed no more than 5 years after the date of approval or more frequently, if dictated by operational demands and with Council's approval.

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**Mr M Stretton (Director Development Services) was in attendance to answer questions of Council in respect of this Agenda Item.**

**DECISION: 24/03/2014**

**RESOLUTION: (1):**

**Moved Alderman R L McKendrick, seconded Alderman D H McKenzie.**

**That the Recommendation be adopted.**

**CARRIED UNANIMOUSLY 12:0**

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**15 FACILITIES MANAGEMENT**

Nil

**16 QUEEN VICTORIA MUSEUM AND ART GALLERY**

Nil

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## 17 INFRASTRUCTURE SERVICES

### 17.1 Play Space Strategy

**FILE NO:** SF0854

**AUTHOR:** Aaron Mullins (Recreation Planning Officer)

**DIRECTOR:** Harry Galea (Director Infrastructure Services)

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#### **DECISION STATEMENT:**

To consider the Play Space Strategy following the public consultation stage.

#### **PREVIOUS COUNCIL CONSIDERATION:**

Council Meeting Item 17.1 - 11 November 2013

Council approved four week consultation period on draft Play Space Strategy

SPPC Item 4.2 - 5 November 2013

Workshop with the consultants on the draft Play Space Strategy

#### **RECOMMENDATION:**

That Council, in respect to the Play Space Strategy, resolve to:

1. Receive the submissions made following the public consultation as listed in the report and provide a response to the submissions on 'Your Voice, Your Launceston'
2. Adopt the 2013 Play Space Strategy without modification as tabled as Attachment 1, 2 and 3 (ECM documents 3016190, 3016555 and 3016559);
3. Note that works in the strategy will be prioritised progressively in each annual budget and
4. Inform the community and those lodging submissions via media release and 'Your Voice, Your Launceston' website.

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**Mr A Mullins (Recreation Planning Officer) was in attendance to answer questions of Council in respect of this Agenda Item.**

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**17.1 Play Space Strategy...(Cont'd)**

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**Alderman R J Sands withdrew from the meeting at 2.00pm.  
Alderman R J Sands re-attended the meeting at 2.02pm.**

**DECISION: 24/03/2014**

**RESOLUTION: (1):**

**Moved Alderman J D Ball, seconded Alderman R I Soward.**

**That the Recommendation be adopted.**

**CARRIED UNANIMOUSLY 12:0**

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**17.2 Software Purchase - Asset Management Software****FILE NO:** SF0019 / SF5885**AUTHOR:** Shane Eberhardt (Manager Infrastructure Assets)**DIRECTOR:** Harry Galea (Director Infrastructure Services)

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**DECISION STATEMENT:**

Consider the purchase of Corporate application software for asset management.

The decision requires an absolute majority of Council pursuant to Regulation 27(h) of the Local Government (General) Regulations 2005.

**PREVIOUS COUNCIL CONSIDERATION:**

N/A

**RECOMMENDATION:**

That Council resolves:

1. That the purchase of software improvements to Council's asset management software will not be tendered and only one price obtained based on there being only one supplier which can provide software to integrate with existing software. This resolution is pursuant to Regulation 27(h)(iii) of the Local Government (General) Regulations 2005 that a satisfactory result would not be achieved due to availability of competitive or reliable tenders.
  2. Technology One be award the contract to provide software improvements to Council's existing asset management software for a fee of \$159,729 (exc GST).
- 

**Mr H Galea (Director Infrastructure Services) was in attendance to answer questions of Council in respect of Agenda Items 17.2 – 17.4 inclusive.**

**DECISION: 24/03/2014****RESOLUTION: (1):****Moved Alderman R I Soward, seconded Alderman D H McKenzie.****That the Recommendation be adopted.****CARRIED UNANIMOUSLY AND BY ABSOLUTE MAJORITY 12:0**

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**17.3 Street names - Hortus Place & Olus Place****FILE NO:** SF0621; DA0503/2012**AUTHOR:** Sonia Smith (Engineering Officer - Development)**DIRECTOR:** Harry Galea (Director Infrastructure Services)

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**DECISION STATEMENT:**

To approve two new names for urban roads in Newnham.

**PREVIOUS COUNCIL CONSIDERATION:**

N/A

**RECOMMENDATION:**

That Council approve:

1. The name Hortus Place for the new urban road off George Town Road between Newnham Drive and 3 George Town Road Newnham, and
  2. The name Olus Place for the new urban road off Hortus Place.
- 

**DECISION: 24/03/2014****RESOLUTION: (1):****Moved Alderman J D Ball, seconded Alderman D H McKenzie.****That the Recommendation be adopted.****CARRIED UNANIMOUSLY 12:0**

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**17.4 Street names - Highland Rise & Bushland Grove****FILE NO:** SF0621; DA0452/2012; DA0082/2013**AUTHOR:** Sonia Smith (Engineering Officer - Development)**DIRECTOR:** Harry Galea (Director Infrastructure Services)

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**DECISION STATEMENT:**

To approve two new names for urban roads in Kings Meadows.

**PREVIOUS COUNCIL CONSIDERATION:**

N/A

**RECOMMENDATION:**

That Council approve:

1. The name Highland Rise for the new urban road off Southgate Drive at Kings Meadows opposite 63 Southgate Drive, and
  2. The name Bushland Grove for the new urban road off Highland Rise at Kings Meadows.
- 

**DECISION: 24/03/2014****RESOLUTION: (1):****Moved Alderman D H McKenzie, seconded Alderman R I Soward.****That the Recommendation be adopted.****CARRIED UNANIMOUSLY 12:0**

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**18 CORPORATE SERVICES****18.1 2013/14 Budget Amendments****FILE NO:** SF5899**AUTHOR:** Paul Gimpl (Manager Finance)**DIRECTOR:** Michael Tidey (Director Corporate Services)

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**DECISION STATEMENT:**

To approve budget amendments relating to various expenditure, capital and revenue estimates and thereby amending the Operations budget to a \$1.190m deficit and the Capital budget to \$17.672m for 2013/14.

This decision requires an absolute majority vote of Council in accordance with Section 82(4) of the Local Government Act 1993.

**PREVIOUS COUNCIL CONSIDERATION:**

Audit Committee - 5 March 2014 - *It was resolved that the report go to Council for a decision*

**RECOMMENDATION:**

That the Council:

1. Pursuant to Sections 82(2) and (4) of the Local Government Act 1993, approve the budget transfers as follows.

a) To reallocate funding from Capital to Operations for 2013/14 in the amount of \$111,935 for required accounting treatment.

• Rosny Park Bike Barriers	6,935
• Depot Upgrades Remount Road	10,000
• Cataract Gorge Lookout No 1714	95,000
	<u>111,935</u>

b) To reallocate funding from Operations to Capital for 2013/14 in the amount of \$157,000 for required accounting treatment.

• Basin Road WLPS Extension of Off Street Parking	17,000
• High/Howick School Crossing	45,000
• Alanvale/George Town Road SW Main	65,000
• West Tamar Road Shared Pathway	30,000
	<u>157,000</u>

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**18.1 2013/14 Budget Amendments...(Cont'd)**

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c) To note that the following items in the amount of \$1,272,000 have been affected by external funding changes and affect both the Capital and Operations budgets for 2013/14.

• Silos Levee	1,500,000
• New Viewing Deck Cataract Gorge	230,000
• Windermere Road (381 - 1370) Stage 1	(495,000)
• Tennis Centre	6,000
• West Tamar Road Shared Pathway	31,000
	<hr/>
	1,272,000
	<hr/>

2. Notes the revised

a) Underlying Operating Budget Deficit	\$1.869m
b) Capital Budget	\$17.672m

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**Alderman R I Soward withdrew from the meeting at 2.18pm.**

**DECISION: 24/03/2014**

**RESOLUTION: (1):**

**Moved Alderman D H McKenzie, seconded Alderman J G Cox.**

**That the Recommendation be adopted.**

**CARRIED UNANIMOUSLY AND BY ABSOLUTE MAJORITY 11:0**

**FOR VOTE - Ald A M van Zetten, Ald A L Waddle, Ald D H McKenzie, Ald R L McKendrick, Ald R L Armitage, Ald J D Ball, , Ald I S Norton, Ald J G Cox, Ald R J Sands, Ald A C Peck, Ald D C Gibson**

**ABSENT. DID NOT VOTE - Ald R I Soward**

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## 18.2 Quarterly Financial Report to Council

**FILE NO:** SF5899

**AUTHOR:** Paul Gimpl (Manager Finance)

**DIRECTOR:** Michael Tidey (Director Corporate Services)

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### DECISION STATEMENT:

To consider Council's financial performance for the seven months ended 31 January 2014.

### PREVIOUS COUNCIL CONSIDERATION:

Audit Committee 5 March 2014 - *The quarterly financial review for the period ended 31 January 2014 was noted.*

### RECOMMENDATION:

That the Council adopt the financial reports for the seven months ended 31 January 2014 which discloses:

	<b>2013/14 Actual \$'000</b>	<b>2013/14 Budget \$'000</b>
<b>Operating Summary</b>		
Revenue	47,372	46,575
Less Expenses	52,154	53,111
Operating Surplus/(Deficit)	<u>(4,782)</u>	<u>(6,536)</u>
Add Capital Grants	2,830	2,614
Comprehensive Result Surplus/(Deficit)	<u><u>(1,952)</u></u>	<u><u>(3,922)</u></u>

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## 18.2 Quarterly Financial Report to Council...(Cont'd)

	2013/14 Actual \$'000	2012/13 Actual \$'000
<b>Financial Position</b>		
Equity	<u>1,442,674</u>	<u>1,451,637</u>
Assets		
Current	57,196	64,614
Non-Current	<u>1,419,932</u>	<u>1,432,932</u>
	<u>1,477,128</u>	<u>1,497,546</u>
Liabilities		
Current	12,327	13,347
Non-Current	<u>22,127</u>	<u>32,562</u>
	<u>34,454</u>	<u>45,909</u>
Net Assets	<u><u>1,442,674</u></u>	<u><u>1,451,637</u></u>

Alderman R I Soward re-attended the meeting at 2.20pm.

**DECISION: 24/03/2014**

**RESOLUTION: (1):**

**Moved Alderman D H McKenzie, seconded Alderman J D Ball.**

**That the Recommendation be adopted.**

**CARRIED UNANIMOUSLY 12:0**

**18.3 Council Standard Agenda****FILE NO:** SF0095**AUTHOR:** John Davis (Manager Corporate Strategy)**DIRECTOR:** Michael Tidey (Director Corporate Services)

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**DECISION STATEMENT:**

To consider amendments to the Council's standard or default agenda for ordinary Council meetings.

**PREVIOUS COUNCIL CONSIDERATION:**

SPPC Item No. 4.5 of 17 March 2014 where Aldermen suggested changes as recommended in this Council report

**RECOMMENDATION:**

That the format of the Council Meeting Agenda be determined as follows.

- 1 OPENING OF MEETING - IN ATTENDANCE AND APOLOGIES**
  - 2 DECLARATION OF PECUNIARY INTERESTS**
  - 3 CONFIRMATION OF MINUTES**
  - 4 DEPUTATION**
  - 5 ANSWERS FROM PREVIOUS PUBLIC AND ALDERMEN'S QUESTION TIME**
  - 6 PUBLIC QUESTION TIME**
  - 7 PLANNING AUTHORITY**
  - 8 ANNOUNCEMENTS BY THE MAYOR**
  - 9 ALDERMEN'S/DELEGATES' REPORTS**
  - 10 QUESTIONS BY ALDERMEN**
  - 11 COMMITTEE REPORTS**
  - 12 PETITIONS**
  - 13 NOTICE OF MOTION - FOR CONSIDERATION**
-

## 18.3 Council Standard Agenda...(Cont'd)

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### DIRECTORATE AGENDA ITEMS

- 14 DEVELOPMENT SERVICES
  - 15 FACILITIES MANAGEMENT
  - 16 QUEEN VICTORIA MUSEUM AND ART GALLERY
  - 17 INFRASTRUCTURE SERVICES
  - 18 CORPORATE SERVICES
  - 19 GENERAL MANAGER
  - 20 URGENT BUSINESS
  - 21 INFORMATION / MATTERS REQUIRING FURTHER ACTION
  - 22 CLOSED COUNCIL ITEM(S)
  - 23 MEETING CLOSE
- 

**DECISION: 24/03/2014**

**RESOLUTION: (1):**

**Moved Alderman R I Soward, seconded Alderman I S Norton.**

**That the Recommendation be adopted.**

**CARRIED 11:1**

**FOR VOTE - Ald A M van Zetten, Ald R I Soward, Ald D H McKenzie, Ald R L McKendrick, Ald R L Armitage, Ald J D Ball, , Ald I S Norton, Ald J G Cox, Ald R J Sands, Ald A C Peck, Ald D C Gibson**  
**AGAINST VOTE - Ald A L Waddle**

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**19 GENERAL MANAGER**

No Reports

**20 URGENT BUSINESS**

Nil

**21 WORKSHOP REPORT(S)**

Nil

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**22 INFORMATION / MATTERS REQUIRING FURTHER ACTION****22.1 Information / matters requiring further action****FILE NO:** SF3168**AUTHOR:** Leisa Hilkmann (Committee Clerk / Administration Officer)

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This report outlines requests for information by Aldermen when a report or agenda item will be put before Council or a memorandum circulated to Aldermen.

It will be updated each Agenda, with items removed when a report has been given.

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**No items currently in table.**

**Noted.**

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**23    ADVICE OF FUTURE NOTICES OF MOTION**

**Nil**

**24    REPORTS BY THE MAYOR**

**Nil**

**25    REPORTS BY THE GENERAL MANAGER**

**Nil**

**26    CLOSED COUNCIL ITEM(S)**

**Nil**

**27    MEETING CLOSURE**

**The Mayor closed the meeting at 2.23pm.**

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