



City of  
**LAUNCESTON**

# **COUNCIL AGENDA**

**COUNCIL MEETING  
MONDAY 22 JUNE 2015**

# City of Launceston

COUNCIL AGENDA

Monday 22 June 2015

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

Date: 22 June 2015

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 agenda items for this meeting.



**Robert Dobrzynski**  
General Manager

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

**2 DECLARATION OF PECUNIARY INTERESTS**

**3 CONFIRMATION OF MINUTES**

**RECOMMENDATION:**

1. That the Minutes of the meeting of the City of Launceston held on 9 June 2015 be confirmed as a true and correct record.

**4 DEPUTATION**

**Nil**

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

**6 PUBLIC QUESTION TIME**

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Under the provisions of the *Land Use Planning and Approvals Act 1993*, Council acts as a Planning Authority in regard to Agenda Items 7.1 and 7.2.

## **7 PLANNING AUTHORITY**

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land**

**FILE NO:** DA0573/2014

**AUTHOR:** Jacqui Tyson (Town Planner)

**DIRECTOR:** Leanne Hurst (Director Development Services)

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### **DECISION STATEMENT:**

To consider and determine a development application pursuant to the *Land Use Planning and Approvals Act 1993*.

### **PLANNING APPLICATION INFORMATION:**

Applicant:	Ireneinc Planning
Property:	C H Smith Building 16-24 Charles Street Launceston
Zoning:	Urban Mixed Use, Utilities
Receipt Date:	4/03/2015
Validity Date:	29/04/2015
Further Information Request:	29/04/2015
Further Information Received:	25/05/2015
Deemed Approval:	5/07/2015
Representations:	5

### **PREVIOUS COUNCIL CONSIDERATION:**

DA0474/2002	Advertising signs - signs painted on Canal Street facade (Heritage Listed Building) (Approved 13/12/2002)
DA0573/2004	Use and development including 149 residential apartments, 87 room hotel, exhibition space, retail outlets, gymnasium and pool, carpark, sky bridge and ancillary works (Approved 4/05/2005)
DA0467/2010	Change of use of part of premises to Place of Assembly - church (Approved 6/10/2010)

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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DA0343/2011 Development and use of a new commercial and retail centre (Approved 19/09/2011)

DA0383/2014 Bulky Goods - showroom; Food Services - restaurant; Ancillary - facilities; demolition of the "cordial factory" (Refused by THC 1/10/2014 and Council 13/10/2014, subject to current appeal adjourned until DA0573/2014 is determined)

## **RECOMMENDATION:**

It is recommended that in accordance with Section 51 and Section 57 of the Land Use Planning and Approvals Act 1993 and the Launceston Interim Planning Scheme 2015, a permit be granted for DA0573/2014 Bulky Goods Sales, Food Services, Educational and Occasional Care (child care centre) and Vehicle Parking - change of use; construction of a building; subdivision and development on Council land at 16-24 Charles Street and 9 Canal Street, Launceston in accordance with the endorsed plans and subject to the following conditions.

### **1. ENDORSED PLANS & 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. Cover page (stage 1), Prepared by Design Vibe, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Undated.
  - b. Locality plan (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.01, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision B, Dated 19/05/15.
  - c. Site plan (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.02, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision D, Dated 19/05/15.
  - d. Staging, extent of existing & locality plan (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.03, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision D, Dated 19/05/15.
  - e. Lower basement floor plan (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.04, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision T, Dated 19/05/15.
  - f. Ground floor plan (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.05, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision P, Dated 19/05/15.
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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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- g. Level one floor plan (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.06, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision M, Dated 19/05/15.
  - h. Roof plan (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.07, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision H, Dated 19/05/15.
  - i. Elevation sheet 1 (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-2.01, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision J, Dated 19/05/15.
  - j. Elevation sheet 2 (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-2.02, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision J, Dated 19/05/15.
  - k. Elevation sheet 3 (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-2.03, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision F, Dated 19/05/15.
  - l. Sections (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-3.01, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision D, Dated 19/05/15.
  - m. Cover page (stage 2), Prepared by Design Vibe, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Undated.
  - n. Locality plan (stage 2), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.01, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Revision B, Dated 19/05/15.
  - o. Site plan (stage 2), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.02, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Revision D, Dated 19/05/15.
  - p. Staging, extent of existing & locality plan (stage 2), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.03, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Revision D, Dated 19/05/15.
  - q. Lower basement floor plan (stage 2), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.04, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Revision T, Dated 19/05/15.
  - r. Ground floor plan (stage 2), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.05, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Revision P, Dated 19/05/15.
  - s. Level one floor plan (stage 2), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.06, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Revision M, Dated 19/05/15.
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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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- t. Roof plan (stage 2), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.07, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Revision H, Dated 19/05/15.
- u. Elevation sheet 1 (stage 2), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-2.01, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Revision J, Dated 19/05/15.
- v. Elevation sheet 2 (stage 2), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-2.02, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Revision J, Dated 19/05/15.
- w. Elevation sheet 3 (stage 2), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-2.03, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Revision F, Dated 19/05/15.
- x. Sections (stage 2), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-3.01, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 2, Revision D, Dated 19/05/15.
- y. Site plan - Proposed subdivision and title consolidation, Prepared by 6ty<sup>o</sup>, Project no. 14.353, Drawing no. P01, Revision A, Undated.
- z. Traffic Engineering Assessment, Prepared by Cardno Grogan Richards, Job Number CG107883, Mixed use development - Charles Street, Launceston, Dated 20 July 2011.
- aa. Environmental Site Assessment, Prepared by Coffey Environments, CH Smith site, 16-24 Charles Street, Launceston, Dated 26 June 2007.
- bb. Heritage Impact Statement, Prepared by Ireneinc Planning with attachment by Paul Davies Pty Ltd, CH Smith site Launceston, Dated 2 December 2014.

## **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. LAPSING OF PERMIT**

This permit lapses after a period of two years from the date of granting of this permit if the use or development has not substantially commenced within that period.

## **4. USE OF PARKING AREAS**

Areas set aside for the parking and movement of vehicles as shown on the endorsed plans must be made available for such use and must not be used for any other purpose.

## **5. FACILITIES FOR CYCLISTS**

Tenancy 1.04 must include at least one (1) shower and change room facility for the use of employees.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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**6. LOADING AND UNLOADING**

Loading and unloading of delivery goods and merchandise and the like must be carried out within the boundaries of the subject land.

**7. NO STORAGE OUTSIDE BUILDING**

All refuse, goods and packaging materials must be stored and/or screened so that they are not visible from public roads. No external storage is permitted.

**8. WASTE MANAGEMENT PLAN**

Prior to the commencement of works on the site the developer shall prepare a waste management plan for the site outlining provisions made for the collection and disposal of garbage and recyclables from retail, restaurant and commercial uses on the site. This plan must show:

- a) The methods of storage of garbage and collection including locations of bins
- b) Measures taken to minimise the amenity impacts of storage and disposal of garbage

**9. DELIVERY HOURS**

Deliveries to and from the site by heavy vehicles (including trade waste collection) must only occur between:

- a. 6am and 10pm, 7 days

**10. HOURS OF CONSTRUCTION**

Construction works must only be carried out between the hours of 7am to 6pm Monday to Friday and 8am to 5pm Saturday and no works on Sunday or Public Holidays, without the prior written approval of Council.

**11. TASWATER**

The development must be in accordance with the Submission to Planning Authority Notice issued by TasWater (TWDA No.2015/00293-LCC) (attached).

**12. HERITAGE**

The development must be undertaken in accordance with the conditions included on the Tasmanian Heritage Council 'Notice of Heritage Decision' for THC Application No. 4689, endorsed as part of this permit.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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### **13. SITE LANDSCAPING PLAN**

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

- a. Major site features such as building footprints, topography, contours existing vegetation and street boundaries; and
- b. Existing and proposed garden areas, plantings and green walls (including a schedule of all proposed trees, shrubs and groundcover including common name, botanical name and like size at maturity); and
- c. Any stabilisation works required as a result of tree or vegetation removal; and
- d. All proposed garden beds, fences, retaining walls, lawn, hard surfaces and pathways; and
- e. Suitable irrigation or a fixed sprinkler system for the watering of all lawns and landscaped areas; and
- f. Landscaping the Wellington Street frontage so that over time it will significantly screen views of the lower level of the development from Wellington and Cimitiere Street.

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

- a. Installed in accordance with the endorsed plan; and
- b. Completed within 3 months of the use commencing; and
- c. Maintained as part of the development. It must not be removed, destroyed or lopped without the written consent of the Council.

The developer must meet the costs of all landscaping works, shown on the endorsed plans as being outside of the land owned by the developer. Prior to commencement of any landscaping or works on land outside of the ownership of the developer all necessary agreements must be in place with the Council for final design, ongoing management and maintenance of these areas.

### **14. SIGNAGE CONTENT**

Content of the approved signs may be updated or changed without separate approval of Council, subject to:

- a. The structure, location and size of the signage not changing.
  - b. The content of the signage relating to the site.
  - c. Compliance with the requirements of the planning scheme.
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**15. NO SIGN ILLUMINATION**

The signs must not be floodlit or otherwise illuminated without separate approval from Council.

**16. SIGN MAINTENANCE**

The signs must be constructed and maintained in good condition to the satisfaction of the Council.

**17. PAINTED WALL SIGN NOT APPROVED**

The Painted Wall Sign for five tenancies proposed to the southern wall of the Fry Residence (formerly 24 Charles Street) is not approved as part of this application. It is recommended that this signage be replaced with a single tenancy sign (for this building) of a reduced scale and a vertical orientation so as to fit between the proposed glass atrium and the Charles Street frontage. The design and content of this sign would require separate approval from Council.

**18. 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 Council for sealing.

**19. ROAD CLOSURE PURSUANT TO DIVISION 2 LOCAL GOVERNMENT (HIGHWAYS) ACT 1982 - PART CANAL STREET**

That part of Canal Street serving only the subject land and comprising the Crown Land to be purchased by the Developer shall be closed pursuant to Division 2 of the Local Government (Highways) Act 1982. The developer is liable for all costs (including out-of-pocket, processing fees and any legal representation should the matter reach the magistrates court) associated with the permanent closure and acquisition of that part of Canal Street serving only the subject land including the placement of all necessary public notices advising the public of the Council's intention to close the described portion road. The road closure and acquisition procedure shall be finalised prior to the issue of a Certificate of Occupancy for any tenancy on the site.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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**20. TRUCK REVERSING BAY VICINITY OF 'CORDIAL FACTORY'**

Prior to the commencement of the use of the site, where such use relies upon access to the loading dock areas, the area shown on the endorsed plans as 'Truck Reversing Bay' shall be free from obstructions, including but not limited to, the existing metal struts supporting the western façade of the 'Cordial Factory'.

The applicant must seek all necessary approvals to undertake works pertaining to the removal of the metal struts and their replacement with other supporting structures or for structural works to the building itself.

**21. 'CORDIAL FACTORY' - PRESERVATION OF ACCESS**

That portion of proposed Lot 1 identified as lot 1a on the 6ty<sup>0</sup> plan 'Site Plan proposed subdivision and title consolidation' shall be subject to a 'no build' restriction preventing the construction of buildings or structures higher than 3.0m AHD (nominal height of structure above existing ground level 1.2m).

Lot 1 shall be burdened with a right of way or other right or easement registered on title for the benefit of Lot 2 to maintain vehicular access to the western entrance of the 'Cordial Factory' for the purpose of deliveries and maintenance activities. The right of way or easement shall be of sufficient dimension so as to permit use by an 8.8 metre long service vehicle. The extent of the easement should, at a minimum, be in accordance with the notation on the endorsed plan (*Site plan (stage 1), Prepared by Design Vibe, Job no. 10038, Sheet no. DA-1.02, Proposed CH Smith commercial development - Cnr. Charles and Cimitiere Street, Launceston Stage 1, Revision D, Dated 19/05/15*).

**22. DRIVEWAY CONSTRUCTION**

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

- a) Be designed to comply with the following suite of Australian Standards: AS 2890.1 Off-street car parking, AS 2890.2 Off-street commercial vehicle facilities, AS 2890.3 Bicycle parking facilities and AS 2890.6 Off-street parking for people with disabilities.
  - b) Be properly constructed to such levels that they can be used in accordance with the plans,
  - c) Be surfaced with a fully sealed, debris free surface of concrete, asphalt or square edged pavers,
  - d) Be drained to Council's requirements,
  - e) Be line-marked or otherwise delineated to indicate each car space and access lanes,
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- f) Be provided with a concrete kerb of a minimum height of 150mm or such other form of barrier as the Planning Authority may approve, of sufficient height to prevent the passage of vehicles other than from approved crossovers, and to prevent vehicles causing damage to buildings or landscape areas;
- g) Have exterior lights that are installed in such positions as to effectively illuminate all pathways, alcoves and car parking areas. Such lighting must be controlled by a time clock or sensor unit and shielded to prevent direct light being emitted outside the site,

Parking and loading/unloading areas and access lanes must be kept available for these purposes at all times unless otherwise stipulated within the terms of the approval.

### **23. AMENDED PLANS REQUIRED**

Prior to the commencement of any work and/or use, amended plans must be submitted to show:

- a. The existing Cimitiere Street footpath level in relation to the proposed Cimitiere Street elevation and the path within the private property and all necessary retaining structures and barriers between the two to prevent falls,
- b. The shared space associated with parking space 05 is to be widened to be 2400mm in accordance with AS2890.6, including the relocation of the bollard and the additional line marking,
- c. The fire hose reel located immediately inside the pedestrian access to the car park from Canal Street is to be relocated to be clear of the shared space described above,
- d. The proposed wheel rack for bicycle parking is to be replaced with no less than a Class 3 parking facility, (ie a rail, hoop or other fixture to which a bicycle can be secured by its frame and both wheels) or a series of Class 3 facilities to provide secure bicycle parking,

Once approved by the Manager Planning Services, these amended plans will be endorsed and will then form part of the Permit and shall supersede the original endorsed plans.

### **24. DAMAGE TO COUNCIL INFRASTRUCTURE**

The developer is liable for all costs associated with damage to Council infrastructure resulting from non-compliance with the conditions of the Planning Permit and any bylaw or legislation relevant to the development activity on the site. The developer will also be liable for all reasonable costs associated with the enforcement of compliance with the conditions, bylaws and legislation relevant to the development activity on the site.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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## **25. 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.

The explicit permission of Council's Roads & Hydraulics Department is required prior to undertaking works where the works:

- a. requires a road or lane closure;
- b. are in nominated high traffic locations;
- c. involve opening or breaking trafficable surfaces; or
- d. require occupation of the road reserve for more than one week at a particular location.

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.

All works that involve the opening or breaking of trafficable surfaces within the road reserve must be undertaken by, or under the supervision of, a tradesman/contractor who is registered with Council as a "Registered Contractor".

## **26. 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. 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.

## **27. 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.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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## **28. OCCUPATION OF ROAD RESERVE (COMPLEX)**

Any works in the road reserve, or requiring the occupation of the road reserve, must be undertaken by, or under the supervision of a tradesman/contractor who is registered with Council as a "Registered Contractor".

Where it is necessary for works to occur within the road reserve or for the occupation of the road reserve, the express written permission of the Director Infrastructure Services is required. Application for the occupation of Cimitiere Street, Charles Street and/or Canal Street must be made 14 days prior to date of the scheduled occupation or works and detailing (but not limited to):

- a. The nature, dates and duration of the occupation and/or works,
- b. The contractors name and registration number,
- c. The traffic management works that are must employed to provide for the continued safe use of the road reserve by pedestrians and vehicles,
- d. Any alternative pedestrian routes to be provided where the existing footpath in Cimitiere Street, Charles Street and/or Canal Street is unavailable for use due to the delivery of materials such as the precast concrete panels
- e. Any temporary works required to maintain the serviceability of ` the road or footpath.

A permit issued for any occupation and/or works may be subject to conditions specifying or limiting:

- a. The nature, dates and duration of the occupation and/or works;
- b. The traffic management works that must be employed to provide for the continued safe use of the road reserve by pedestrians and vehicles, Any alternative pedestrian routes to be provided where the existing footpath in Cimitiere Street, Charles Street and/or Canal Street is unavailable for use due to the delivery of materials such as the precast concrete panels
- c. Any temporary works required to maintain the serviceability of the road or footpath,
- d. All remedial works required to repair any damage to the road reserve resulting from the occupation and/or works.

Inspections must be arranged for prior to the commencement of the ` occupation and at the completion of the works.

## **29. OCCUPATION OF ROAD RESERVE (METERED PARKING BAYS)**

Prior to the commencement of the occupation the applicant must make application to Council's Director Infrastructure Services for the occupation of the metered parking spaces located along the western side of Charles Street. The applicant must pay the prescribed daily fee for each occupied metered space for the duration of the occupation, except where the Council's Manager Parking permits a variation.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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### **30. SUBMISSION AND APPROVAL OF PLANS**

Prior to the commencement of the development of the site, detailed plans and specifications must be submitted to the Director Infrastructure Services 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. Electricity infrastructure including alterations to street lighting.
  - ii. Communications infrastructure and evidence of compliance with the 'fibre-ready' requirements of National Broadband Network.
  - iii. Evidence of assessment by TasGas Networks re provision of reticulated gas network.
- 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 & Final inspections.

### **31. CONSTRUCTION OF WORKS**

Private and public infrastructure works must be constructed in accordance with plans and specification approved by the Director Infrastructure Services

The required infrastructure works must be as shown in the application documents and endorsed plans and modified by the approval of the detailed engineering drawings and specifications. Works must include:

- a. Cimitiere Street
    - i. Provision of a fully constructed 3.5 metre wide turning lane 25 metre long with a 20 metre long approach taper, complete with KC type kerb and channel, into the site,
    - ii. Provision of all necessary line marking, signage and other traffic control devices required by the above.
  - b. Canal Street
    - i. Removal of all redundant vehicular crossings and reinstatement of the kerb and footpath to match the adjacent construction,
    - ii. Reconfiguration of the stormwater drainage within Canal Street to ensure that public drainage is separated from drainage which is internal to the development site.
-

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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- c. Charles Street
  - i. Removal of the redundant vehicular crossing located adjacent the intersection with Cimitiere Street and reinstatement of the kerb and footpath to match the adjacent construction,
  - ii. Removal of the redundant vehicular crossing located in the middle of the existing blue stone kerbing and reinstatement of the kerb and footpath to match the adjacent blue stone kerb construction,
  - iii. Removal of the redundant vehicular crossing located in the northern end of the existing blue stone kerbing and reinstatement of the kerb and footpath to match the adjacent blue stone kerb construction,
  - iv. all necessary line marking, signage and other traffic control devices.

All construction works must be undertaken in accordance with the Tasmanian Subdivision Guidelines and LGAT-IPWEA Standard Drawings. These documents specify:

- a. Construction requirements,
- b. Appointment of a suitably qualified Supervising Engineer to supervise and certify construction works, arrange Council Audit inspections and other responsibilities,
- c. Construction Audit inspections,
- d. Practical Completion and after a 12 months defects liability period the Final Inspection & Hand-Over.

### **32. CONSTRUCTION DOCUMENTATION**

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

- a. An "as constructed" plan in accordance with Council's standard requirements for as constructed drawings. A separate copy of the requirements is available from Infrastructure Services Directorate.
- 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 Council standards.

### **33. SEALING PLANS OF SUBDIVISION**

No Plan of Survey shall be sealed until the following matters have been completed to the satisfaction of the Director Infrastructure Services:

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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- a. The satisfactory completion of all public infrastructure works including the provision of engineering certification and as constructed documentation in accordance the Council requirements.
- b. The subsequent issue of a Certificate of Practical Completion by the Director Infrastructure Services.
- 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.

**34. 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.

**35. EXTERIOR AND SECURITY LIGHTING PLANNING**

Exterior Lighting and Security lighting to comply with the Australian Standard AS4282-1997 "Control of the obtrusive effects of outdoor lighting".

**36. NO BURNING OF WASTE**

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

**37. DEMOLITION**

The Developer must:

- a) protect property and services which are to either remain on or adjacent to the site from interference or damage and erect dust screens as necessary;
  - b) not undertake any burning of waste materials on site;
  - c) remove all rubbish from the site for disposal at a licensed refuse disposal site;
  - d) dispose of any asbestos found during demolition in accordance with the Worksafe Tasmania *'How to Safely Remove Asbestos' Code of Practice 2012* or any subsequent versions of the document
-



- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)
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### **38. FOOD BUSINESS TO REGISTER**

Prior to the commencement of operation the applicant is required to register as a food business in accordance with section 86 of the *Food Act 2003*.

### **39. PLACE OF ASSEMBLY TO LICENCE**

Prior to the occupation of the premises the applicant is required to attain registration for the Place of Assembly activity in accordance with the *Public Health Act 1997*.

### **40. SCREENING OF PLANT AND ROOFTOP STRUCTURES**

Plant and equipment proposed for the roof of the buildings must be screened from public views in a manner to complement the appearance of the building and to mitigate its visual impact.

### **41. NOISE**

The use must not cause unreasonable noise or interference to adjoining sensitive uses. Precautions must be taken to avoid nuisance to neighbouring residential areas, particularly from warning sirens, intruder alarms, public address systems, heavy-duty compressors, reversing beepers and the like.

### **42. ENVIRONMENTAL SITE ASSESSMENT**

All recommendations of the report *Environmental Site Assessment of CH Smith site, 16-24 Charles Street, Prepared by Coffey Environments, Dated 26 June 2007* must be implemented during construction and completed before the first use of the site.

### **Notes**

#### **1. General**

*This permit was issued based on the proposal documents submitted for DA0573/2014. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.*

*This permit takes effect after:*

- a. The 14 day appeal period expires; or*
  - b. Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned 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.*
-

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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*This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by a request to Council.*

**2. Access for People with a Disability**

*This permit does not ensure compliance with the Disability Discrimination Act, furthermore the developer may be liable to complaints under the said Act. The developer is directed to Australian Standard 1428 Parts 1 - 4 for technical direction on how to cater for people with disabilities.*

**3. Other Approvals**

*This permit does not imply that any other approval required under any other by-law or legislation has been granted. At least the following additional approvals may be required before construction commences:*

- *Council Building permit*
- *Council Plumbing permit*
- *Registration of food businesses*
- *Occupancy Permit*

**4. Appeal Provisions**

*A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal.*

*A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant.*

*For more information see the Resource Management and Planning Appeal Tribunal website [www.rmpat.tas.gov.au](http://www.rmpat.tas.gov.au) <<http://www.rmpat.tas.gov.au>>*

**5. Possible fuel tanks**

*This site is listed as a potentially contaminated site (possible fuel tanks onsite).*

*The developer should:*

- a) *Take all practical measures to identify the location of any fuel tanks on site; and*
  - b) *Ensure the integrity of any located fuel tanks is protected during demolition work.*
-

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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**REPORT:**

**Previous permit**

In 2011 Council issued a permit (DA0343/2011) to the current owner for a similar development to the one proposed in this application. It included nine retail tenancies, a vehicle parts and sales tenancy, seven restaurants, a place of assembly, car parking and ancillary works and amenities. That permit was commenced with site works and some demolition works completed. Financial constraints and alterations to the expected tenancies have necessitated revisions to the proposed development to the extent that a new development application was required.

The development site is bounded by Charles, Canal, Wellington and Cimitiere Streets. It includes six privately owned titles addressed as 16-24 Charles Street, a seventh privately owned title addressed as 9 Canal Street and part of a publically owned parcel that incorporates the end of Canal Street.

**Current proposal**

The proposal comprises use and development of a 3 storey commercial retail centre to be completed in two stages. Stage 1 includes over 4800m<sup>2</sup> of commercial floor area and Stage 2 will add over 5000m<sup>2</sup>, resulting in a total tenancy floor area of approximately 9900m<sup>2</sup>. 206 car parking spaces are proposed with Stage 1, of which the excess (87 spaces) will be temporarily operated as a commercial car park. Stage 2 will utilise the space occupied by the additional car parking for the construction of an additional tenancy, reducing the total number of car parking spaces 160 and eliminating the commercial car parking component.

The revised proposal will retain more of the existing heritage fabric than the 2011 permit as the CH Smith Wool Store will now be retained and reused instead of being demolished. The Fry Residence, the Grain Store and the CH Smith offices will also all be reused and the façade of the Victorian Warehouse on Canal Street will be retained.

The new components of the development are typical of modern commercial architecture, being largely comprised of concrete panel construction with low pitched roof elements. Stage 1 of the new building will be located directly to the west of the heritage buildings fronting Charles Street, with some internal connections to the existing buildings. External finishes on the new buildings include painted or rendered hebel cladding, painted concrete panels, vertical recycled timber feature cladding and glazing. The external colour palette includes greys, white and stone with red, blue and timber features. There will be minimal changes to the facades of the heritage buildings, other than alteration of some of the openings to replace doors and provide additional street front glazing.

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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The elements of the proposal are described below.

Stage 1

*Basement Level:*

The basement level will primarily be used for car parking, storage and servicing the building. The lower basement will contain service features including the plant/electrical room, pump/tank room, a service corridor from the loading bay to the goods lift and a refuse storage area. Vehicle access to the lower basement car park will be provided via a one-way entrance from Cimitiere Street and two-way access at Canal Street. Parking has been provided for 206 cars as well as motorbikes and bicycles and two loading bays are provided for delivery vehicles. Commercial vehicles will enter the site through the Cimitiere Street entrance and leave at Canal Street via the lower basement. Pedestrian access from Canal, Charles and Cimitiere Streets will also be provided in the lower basement level.

The tenancies that are proposed to be located on this level are:

- Bulky good sales (tenancy 0.01) - Lower basement, bottom floor of CH Smith Offices;
- Storage for Bulky good sales (tenancy 1.03) and
- Food services (lower part of tenancy 1.05) - Upper basement, situated partially to street level on Charles Street in CH Smith Offices.

*Ground level:*

The tenancies that are proposed to be located on this level are:

- Bulky goods sales (tenancy 1.01) - proposed building;
- Food services (tenancy 1.02) - Fry Residence and Grain Store;
- Bulky goods sales (tenancy 1.03, expected to be JB HiFi) - part of CH Smith Wool Store building and part of proposed building; and
- Bulky good sales (upper part of tenancy 1.05) - CH Smith Offices building.

The ground level of this proposal will not contain any vehicle parking. Some of the application documents refer to ground level parking but this is not included in this version of the development proposal.

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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*Level 1:*

The tenancies that are proposed to be located on this level are:

- Food services (tenancy 2.01) - Fry Residence and Grain Store; and
- Education and occasional care: child care centre (tenancy 2.02) - part of CH Smith Wool Store and part proposed building.

Stage 2

Stage 2 will replace some of the car parking constructed on the basement level in Stage 1 with an additional new building. One tenancy is proposed in Stage 2, with the retail space on ground floor and storage in the basement level:

- Bulky good sales (tenancy 1.04) - Second new building.

Landscaping

A green feature wall is proposed along the boundary to Wellington Street together with landscaping to conceal the lower basement car parking area. Pedestrian connections are proposed to Royal Park from the basement car park. A recycled brick island is proposed as part of the delineation of the truck reversing bay to the west of the cordial factory building.

Signage

A number of signs are included in each stage of the proposed development. These are described for each frontage below.

*Charles Street:*

- 9.2m x 2.2m sign on the elevated link between CH Smith office and the old Wool Store above the pedestrian access.

*Canal Street:*

- 'CH Smith Lifestyle Centre' lettering on external stair brick work; and
  - 3.8m x 6.4m sign board identifying four tenancies.
-

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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*Cimitiere Street:*

Stage 1

- 'CH Smith Lifestyle Centre' lettering on the wood cladding;
- 1.5m x 6m sign board on level 1 identifying one tenancy, located above entrance to child care centre;
- 3.3m x 4.1m sign board on ground level identifying three tenancies; and
- 13.5m<sup>2</sup> painted wall sign identifying five tenancies, located on the wall of the existing heritage building (covering part of the old painted signage on this wall).

Stage 2

- 'CH Smith Lifestyle Centre' lettering and 3.0m x 5.6m sign board identifying three tenancies, located on the south western corner of the building;
- One 32.4m<sup>2</sup> sign above the entrance to tenancy 1.04.

There will be no signs on the Wellington Street frontage in either stage. None of the signs are illuminated in any way.

Subdivision

The proposal includes subdivision in the form of boundary adjustments and adhesion of titles to ultimately create two lots over the subject site. The applicant has applied to purchase a portion of Crown land in Canal Street that exclusively serves the development. This parcel would be adhered with the other existing titles to create Lot 1 which would contain the proposed development and have an area of 10431m<sup>2</sup>. Lot 2 would contain the former cordial factory building and has an area of 262m<sup>2</sup>. The lot includes the footpath along the western façade and the triangular courtyard between the cordial factory building and the western wall of the Victorian Warehouse. The subdivision of the cordial factory building onto its own title will create options for the future of the building to be restored and reused separate to the commercial development.

## **2. LOCATION AND NEIGHBOURHOOD CHARACTER**

The development site is approximately 1.05ha, comprising seven freehold titles and a portion of Crown land at the western end of Canal Street. The land has approximate frontages of 133 metres to Cimitiere Street, 89 metres to Charles Street, 106 metres to Canal Street and 85 metres to Wellington Street to the west, which is the major north-south arterial road.

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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The site slopes down to the north and west from the corner of Charles and Cimitiere Streets. The fall is approximately 7.5m. The land is fully serviced with water, electricity and sewer with sufficient capacity to service the development.

Road access into the site currently comes directly off Charles Street and off the end of Canal Street. Under the proposal a new one way access will be constructed off Cimitiere Street and two way access from Canal Street. The Cimitiere Street access will require the construction of a deceleration and turning lane separate from the existing through lanes approaching the Charles Street intersection. The proposed development will have no vehicular access from Charles Street or Wellington Street.

The site is located between the Launceston CBD, Royal Park and the Seaport area. It is part of the city 'edge' located on the fringe of the CBD and is also transitional between the higher ground of the city and the floodplain. The site is adjacent to the major arterial roads that cut through the parkland area, including Bathurst Street and the Wellington Street overpass.

The site has been partially derelict and under developed for a considerable period of time. Several development applications have been approved in the past but have not progressed for various reasons including economic factors. The site is in a high profile location and in the current state presents an unattractive view from a key entrance to Launceston. The immediate area is characterised by civic and commercial development with pockets of remnant industry. New development in the vicinity has focussed on retail, tourism and residential uses. To the north and east the site is surrounded by commercial development with the former AAMI building on the opposite side of Canal Street and Harvey Norman, offices and the Tasmanian Farmers and Graziers Association building on the opposite side of Charles Street. Civic institutions including the Launceston Magistrates Court, Launceston Supreme Court and TasWater are located nearby to the south and east.

Buildings in the surrounding area have varying heights and elevations relative to the river. Older buildings range from between one and three storeys with some newer development including Henty House, the Court building, the Seaport Hotel and Cornwall Square apartments being either five or six storeys.

The development site includes sections of the Cimitiere, Wellington and Canal street road reserves necessary to construct access and parking in accordance with the plans. Land owner consent to lodge the application has been given by the Crown and Council.

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

The remaining buildings and structures on the site are listed and shown in Figure 1 below:

- Canal Street Warehouse and Cordial Factory Building (Canal Street);
- Wall of the single storey Victorian Warehouse (Canal Street);
- CH Smith Office Building (corner of Canal Street and Charles Street);
- Elevated link between CH Smith office and wool store (Charles Street);
- CH Smith Wool Store Building (Charles Street);
- Grain Store (Charles Street); and
- Fry Residence (Charles Street).



**Figure 1: Existing buildings and remnants** (Source: Ireneinc Planning and Urban Design: 16-24 Charles Street and 9 Canal Street, Development Application - Subdivision and Staging of Development - page 6, 20 May 2015)



- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)
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### 3. PLANNING SCHEME REQUIREMENTS

#### 3.1 Zone Purpose

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##### 15.0 Urban Mixed Use Zone

##### 15.1.1 Zone Purpose Statements

15.1.1.1 To provide for integration of residential, retail, community services and commercial activities in urban locations.

15.1.1.2 To provide for a diverse range of urban uses and increased intensity of development including residential densities that support the role of activity centres.

15.1.1.3 To encourage residential, visitor accommodation and tourist operation uses as a means of increasing activity outside normal business hours.

15.1.1.4 To create:

- (a) activity at pedestrian levels, with active road frontages offering interest and engagement to shoppers; and
- (b) appropriate provision for car parking, pedestrian access and traffic circulation.

##### **Consistent**

The zone allows for and encourages mixed use development that supports the role of activity centres. The proposal will provide an integrated retail and commercial development that will enhance this area of Launceston and contribute to economic growth of the city. Car parking is appropriately provided below the ground floor and the development will create activity at pedestrian levels and connections to the adjacent park and waterfront areas.

Overall it is considered that the proposal is consistent with the purpose of the Urban Mixed Use zone.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)
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**Local Area Objectives - There are no local area objectives**

**Desired Future Character Statements - There are no desired future character statements**

### 15.3 Use Standards

#### 15.3.1 Hours of operation

Objective:

To ensure that non-residential uses do not cause unreasonable loss of amenity to nearby sensitive uses.

**Consistent**

The acceptable solution is satisfied.

A1 Commercial vehicles must only operate between 6.00am and 10.00pm.

**Complies**

Commercial vehicles will not operate outside the hours allowed in the acceptable solution.

#### 15.3.2 Mechanical plant and equipment

Objective:

To ensure that the use of mechanical plant and equipment does not cause an unreasonable loss of amenity to sensitive uses.

**Consistent**

Mechanical plant and equipment can be designed to ensure that there is no loss of amenity to sensitive uses.

A1 Air conditioning, air extraction, heating or refrigeration systems or compressors must be designed, located, baffled or insulated to prevent noise, odours, fumes or vibration from being received by adjoining or immediately opposite sensitive uses.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

**Relies on Performance Criteria**

The final location of all mechanical and plant equipment is subject to detailed design work that is yet to be determined. Further assessment against the performance criteria is necessary.

P1 Noise, odours, fumes or vibration generated must not cause unreasonable loss of amenity to adjoining or immediately opposite sensitive uses, having regard to:

- (a) the characteristics and frequency of any emissions generated;
- (b) the nature of the proposed use;
- (c) the topography of the site;
- (d) the landscaping of the site; and
- (e) any mitigation measures proposed.

**Relies on Performance Criteria**

The proposal includes a child care centre which is a sensitive use. There are no sensitive uses immediately adjoining or opposite the subject site.

Conditions are recommended to require plant and equipment to be designed and located to meet the applicable standards.

15.3.3 Light spill and illumination

Objective:

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

**Consistent**

The acceptable solution is satisfied.

A1 The use must:

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

- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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**Complies**

The site does not border the General Residential, Inner Residential, and Low Density Residential zones.

**15.3.4 Noise level****Objective:**

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

**Consistent**

The acceptable solution is satisfied.

A1 Noise generated by a use on the site must:

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

**Complies**

In regard to (a), the site does not adjoin any sensitive uses. With regard to (b), there are no permit conditions from the Environment Protection Authority or an environment protection notice relevant to this application.

**15.3.5 Retail impact****Objective:**

To ensure that the economic, social and environmental impact of significant new retail use and development is consistent with the activity centre hierarchy.

**Consistent**

The proposal is suitably located and is consistent with the activity centre hierarchy.

A1 If for no permit required or permitted use class.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

**Relies on Performance Criteria**

The proposal includes discretionary uses. Further assessment against the performance criteria is necessary.

P1 Uses must have acceptable impacts on the viability of the activity centre hierarchy, having regard to the extent that the proposed use:

- (a) improves and broadens the commercial or retail choice within the area;
- (b) improves the urban design outcome for an activity centre including its amenity;
- (c) contributes to an attractive environment for pedestrians;
- (d) contributes to loss of investment, blight or disinvestment for a particular centre;
- (e) includes environmentally sustainable design principles; and
- (f) is accessible by public transport.

**Complies**

The development is located close to the central business district of Launceston and the site has been underutilised for many years. The proposed mixed use development will bring two large floor area bulky goods retailers as well as three smaller bulky goods tenancies, three food services tenancies and a child care centre.

The development will broaden and improve commercial and retail choice within the area and contribute to activation of this part of the city. The development of new buildings on the vacant part of the site and the restoration and reuse of the existing heritage buildings and façades will deliver a positive urban design outcome. The amenity of this area will be improved with the provision of additional car parking and formalising pedestrian links to the nearby parkland. Charles and Canal Streets will be activated contributing to an attractive environment for pedestrians. The site is close to the city centre and is well served by public transport and alternative transport options including cycling. Overall the proposal will provide a significant economic and social benefit to the city with the creation of over 100 full time jobs and development of a significant site located beside a major arterial road.

- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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## **15.4 Development Standards**

### 15.4.1 Building height, setback and siting

Objective:

To ensure that building bulk and form, and siting:

- (a) is compatible with the streetscape and character of the surrounding area;
- (b) protects the amenity of adjoining lots; and
- (c) promotes and maintains high levels of public interaction and amenity.

#### **Consistent**

The bulk, form and siting of the proposed development is considered to be compatible with the streetscape and character of the surrounding area. The proposal will improve public interaction and will not impact the amenity of adjoining lots.

A1 Building height must be no greater than:

- (a) 12m; or
- (b) 1m greater than the average of the building heights on the site or adjoining lots; whichever is higher.

#### **Relies on Performance Criteria**

The height of the new sections of the development will exceed 12m. Further assessment against the performance criteria is necessary.

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

- (a) the topography of the site;
  - (b) the height of buildings on the site, adjoining lots and adjacent lots;
  - (c) the bulk and form of existing and proposed buildings;
  - (d) the apparent height when viewed from roads and public places; and
  - (e) any overshadowing of adjoining lots or public places.
-

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

**Complies**

The apparent height will be approximately 18m with a maximum height of 16m above natural ground level on the Canal Street side. All of the immediately adjoining titles are road reserves so they do not provide an average height for comparison.

The new building will not be higher than the existing buildings on the site due to the relative ground levels so that the new section will not dominate the appearance of the site from Charles Street. The site has a gradual slope towards the west that makes the sections that are compliant with the acceptable solution appear higher than the section that does not. The grade of the site and the lower level compared with the road assists in minimising the visual impact of the building when viewed from Wellington Street. The design of the new building includes a variety of roof sections and levels to further reduce the apparent bulk and visual impact. The impact of overshadowing will be relatively minimal given that the site is largely bounded by roads, particularly to the south. The nearest building that is not part of 16-24 Charles Street or 9 Canal Street is the former AAMI insurance office on the northern side of Canal Street. Overshadowing of this property will not be significant due to its northerly position and separation by Canal Street.

Overall the proposal will improve the streetscape through restoration of heritage elements and infill development of a prominent vacant site.

**A2 Setback from a frontage:**

- (a) must be built to the frontage at ground level; or
- (b) be setback a distance that is not more or less than the maximum and minimum setbacks of the buildings on adjoining lots.

**Relies on Performance Criteria**

As the site borders roads on each side the boundaries are effectively all front boundaries. There are also no buildings immediately adjoining the site as it effectively occupies a whole block. The proposal will incorporate the existing buildings on Charles Street and part of Canal Street that extend to those frontages. However the new buildings will not align with the Wellington Street and Cimitiere Street frontages. Assessment against the performance criteria is therefore necessary.

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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P2 Buildings must be sited to be compatible with the streetscape and character of the surrounding area, having regard to:

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

**Complies**

The existing setbacks to Charles Street and Canal Street will not be altered and the existing streetscape and character of these frontages will not be affected significantly. The development is not proposed to be built to the frontages of Wellington and Cimitiere Streets. In the case of Wellington Street the main vehicular access to the site will align with this boundary. Wellington Street is a major arterial road through the city and does not encourage an active frontage with pedestrian access. In regard to Cimitiere Street, there is a large difference in level between the development site and the street for much of the frontage. A pedestrian footpath is proposed to be provided between the street and the frontage of the building which will provide an improved link to the main entrance of the development at the corner of Charles and Cimitiere Streets. The proposed siting considers the topography of the site, the requirements for vehicle and pedestrian access and appearance of the proposed development from the surrounding roads and public places and is considered to be appropriate.

A3 Setback from a side boundary:

- (a) must be built to the side boundaries at ground level; or
  - (b) be setback a distance that is not more or less than the maximum and minimum setbacks of the buildings on adjoining lots.
-



- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
- 

**Not Applicable**

The site does not have any side boundaries as all of the boundaries front a road.

**15.4.2 Location of car parking**

Objective:

To ensure that car parking:

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

**Consistent**

The location of the proposed car parking is considered to be suitable with regard to safety and streetscape considerations.

A1 Car parking must be located:

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

**Relies on Performance Criteria**

Most of the car parking will be located within the building structure at the completion of Stage 2, however much of it will not be at Stage 1. Further assessment against the performance criteria is necessary.

P1 Car parking must be located to minimise its visibility from a road, mall, laneway or arcade, having regard to:

- (a) the existing streetscape;
  - (b) the location of the car parking;
  - (c) vehicle and pedestrian traffic safety;
  - (d) measures to screen parking; and
  - (e) any landscaping proposed.
-

- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

**Complies**

The car parking is located in the basement level of the development. Landscaping and green walls have been included in the design to screen the parking areas, particularly from the Wellington Street side. The parking will be located behind the main active frontage of Charles Street and will not be visible from that side due to the level changes across the site.

15.4.3 Active ground floors

Objective:

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

A1 New buildings with non-residential uses on ground floors must:

- (a) have clear glazing, display windows or glass doorways for a minimum of 80% of all ground floor facades to, roads, malls, laneways or arcades;
- (b) not have security grilles or screens that obscure the ground floor facades to roads, malls, laneways or arcades;
- (c) not have mechanical plant or equipment, such as air conditioning units or heat pumps located on the facade; and
- (d) not have blank walls, signage panels or blocked out windows, wider than 2m on ground floor facades to roads, malls, laneways or arcades.

**Relies on Performance Criteria**

The proposal does not comply with (a) as there will not be glazing or similar on 80% of the ground floor facades, particularly to Wellington Street. With regard to (b) there will be no security screens or grilles obscuring ground floor facades to street frontages. In relation to (c), the major plant and machinery including the plant room and tank room will be located in the lower basement level and will not be visible from public viewpoints. The details of other smaller plant such as air conditioning units has not yet been completely finalised, a condition is recommended to require this type of equipment to be located away from the frontages. In regard to (d), the lower basement level wall of tenancy 1.04 located beside the loading bay and to be constructed in Stage 2 is effectively blank.

Further assessment against the performance criteria is necessary.

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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P1 New buildings must be designed to maximise interaction between the use of the building and pedestrians, having regard to:

- (a) an adequate level of glazing, openness and transparency on the ground floor facades to roads, malls, laneways or arcades;
- (b) the potential for security grills or screens to reduce the amenity of the building or reduce levels of interaction with the public;
- (c) screening or obscuring all mechanical plant or equipment such as air conditioning units or heat pumps so they are not recognisable or visible from ground level public view points; and
- (d) minimising the area of all blank walls, signage panels or blocked out windows on ground floor facades to roads, malls, laneways or arcades

**Complies**

The new buildings will include significant areas of glazing including to the Cimitiere Street frontage and at the main pedestrian entrance at the corner of Charles and Cimitiere Streets. The frontage to Wellington Street is articulated and includes green wall landscaping to screen the basement car parking. The road is elevated where it passes the site so the main viewpoint is to the first floor rather than the basement or ground level. Overall the area of blank walls, signage panels or blocked out windows is minimised.

A2 Alterations to ground floor facades of non residential buildings must not:

- (a) reduce the level of glazing on a facade to a road, mall, laneway or arcade that is present prior to alterations;
  - (b) have security grilles or screens that obscure the ground floor facade;
  - (c) introduce new or additional mechanical plant or equipment such as air-conditioning units or heat pumps located on the facade; and
  - (d) increase blank walls, signage panels or blocked out windows, wider than 2m on ground floor facades to roads, malls, laneways or arcades.
-

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

**Complies**

The proposal generally provides for an adequate level of glazing, openness and transparency on the ground floor where it makes sense in context with the existing buildings and surrounding environment. The heritage facades to Charles and part of Canal Street will be largely retained although some doorways and other openings will be replaced with windows to provide greater interaction with the street.

A3 The building must:

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

**Complies**

The development will provide a main entrance to the complex at the corner of Charles and Cimitiere Streets as well as direct pedestrian access from all frontages of the site. The new and old elements of the development are orientated to face the surrounding roads.

A4 The total width of the door or doors on a garage facing a frontage must be no wider than 6m.

**Not Applicable**

No garages are proposed.

15.4.4 Pedestrian access to dwellings

Objective:

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

**Not Applicable**

This standard does not apply as the proposal does not include any residential use.

15.4.5 Daylight to windows

Objective:

To allow adequate daylight into habitable room windows.

- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)
- 

**Not Applicable**

This standard does not apply as the proposal does not include any residential use.

## 15.4.6 Private open space

## Objective:

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

**Not Applicable**

This standard does not apply as the proposal does not include any residential use.

## 15.4.7 Overshadowing private open space

## Objective:

To ensure new buildings do not unreasonably overshadow existing private open space.

**Not Applicable**

This standard does not apply as the proposal does not include any residential use.

## 15.4.8 Storage

## Objective:

To provide adequate storage facilities for each dwelling.

**Not Applicable**

This standard does not apply as the proposal does not include any residential use.

## 15.4.9 Common property

## Objective:

To ensure that common areas are easily identified.

**Not Applicable**

This standard does not apply as the proposal does not include any residential use.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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#### 15.4.10 Lot size and dimensions

Objective:

To ensure:

- (a) the area and dimensions of lots are appropriate for the zone; and
- (b) adjoining land, especially residential zones, is protected from adverse impacts on amenity.

#### **Consistent**

The proposed lots are appropriate for the zone and to accommodate intended use and development. The proposed subdivision will not create adverse impacts on amenity.

A1.1 Each lot, or a lot proposed in a plan of subdivision, must:

- (a) have a minimum area of no less than 100m<sup>2</sup> ; and
- (b) be able to contain 5m diameter circle with the centre of the circle no more than 5m from the frontage; or

A1.2 Each lot, or a lot proposed in a plan of subdivision, must:

- (a) be required for public use by the Crown, an agency, or a corporation all the shares of which are held by Councils or a municipality; or
- (b) be required for the provision of public utilities; or
- (c) for the consolidation of a lot with another lot, provided each lot is within the same zone; and

A1.3 Each lot, or a lot proposed in a plan of subdivision, must have new boundaries aligned from buildings that satisfy the relevant acceptable solutions for setbacks.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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**Relies on Performance Criteria****A1.1**

The proposed subdivision involves boundary adjustments and consolidation of titles to form two lots. Lot 1 will have an area of 10431m<sup>2</sup> and will contain the main development area. Lot 2 will have an area of 262m<sup>2</sup> and will contain the former cordial factory building. Both lots comply with A1.1 as they are more than 100m<sup>2</sup> and are able to contain a 5m diameter circle no more than 5m from the frontage.

**A1.2**

The proposal does not comply with (a) or (b) as the lots are not required for public use of utilities. In regard to (c), the proposal largely involves title consolidation as there will be a reduction from seven to two across the site, however the proposal also involves boundary reorganisation so does not completely comply.

**A1.3**

The boundaries of the proposed lots do not all comply with the relevant acceptable solutions for setbacks.

Further assessment against the performance criteria is necessary.

**P1 Each lot, or a lot proposed in a plan of subdivision, must have sufficient useable area and dimensions suitable for its intended use having regard to:**

- (a) the relevant acceptable solutions for development of buildings on the lots;
  - (b) the likely location of buildings on the lots;
  - (c) the accessibility for vehicles providing for supplies, waste removal, emergency services and public transport;
  - (d) the topography of the site;
  - (e) the presence of any natural hazards; and
  - (f) the existing pattern of development in the area.
-

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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**Complies**

The two proposed lots have been designed to have sufficient useable area and dimensions suitable for their intended uses. The main purpose of the subdivision is to separate the former cordial factory building from the rest of the site, creating the opportunity for the building to be transferred to different ownership and restored and reused in the future. Lot 2 will encompass the cordial factory building, the space to the east of the building extending to the neighbouring warehouse wall and the footpath on the western side of the building. This is considered to be sufficient for the future restoration and adaptive reuse of the building.

With regard to a), b) and c), the future development of Lot 1 is included with this application and addresses the location of buildings, vehicle access and servicing matters. The natural topography of the site has been altered in accordance with previous approvals and the site is mostly levelled and ready for development. There are no natural hazards identified that impact this proposal.

The subdivision is consistent with the existing development pattern in the area.

A2 Subdivision must not be located on the boundary of the General Residential or Inner Residential zones.

**Complies**

The site does not have a boundary with the General Residential or Inner Residential zones.

**15.4.11 Frontage and access**

Objective:

To ensure that lots:

- (a) provide appropriate frontage to a road; and
  - (b) maintain laneway and rear access patterns; and
  - (c) provide safe and appropriate access suitable for the intended use.
-



7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

<p><b>Consistent</b> The application demonstrates compliance with the applicable standards.</p>
<p>A1 Each lot, or a lot proposed in a plan of subdivision, must have a frontage to a road maintained by a road authority of no less than 5m.</p>
<p><b>Complies</b> Each of the proposed lots will have more than 5m frontage to a council maintained road.</p>
<p>A2 No acceptable solution.</p>
<p><b>Relies on Performance Criteria</b></p>
<p>P2 Each lot, or a lot proposed in a plan of subdivision, must be capable of being provided with reasonable vehicular access to a boundary of a lot or building area on the lot, if any, having regard to:</p> <ul style="list-style-type: none"> <li>(a) the topography of the site;</li> <li>(b) the distance between the lot or building area and the carriageway;</li> <li>(c) the nature of the road and the traffic;</li> <li>(d) the character of the area; and</li> <li>(e) the advice of the road authority.</li> </ul>
<p><b>Complies</b> Both of the proposed lots are capable of being provided with reasonable vehicular access suitable to their intended use. A condition is included (Condition 21) to provide Lot 2 with a right of way or similar over part of Lot 1 to ensure that access is secured for future use and restoration of the cordial factory building.</p>

15.4.12 Discharge of stormwater

<p>Objective:</p> <p>To ensure that the subdivision layout, including roads, provides that stormwater is satisfactorily drained and discharged.</p>
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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

<p><b>Consistent</b> The development standards are satisfied.</p>
<p>A1 Each lot, or a lot proposed in a plan of subdivision, including roads, must be capable of connecting to a public stormwater system.</p>
<p><b>Complies</b> Each of the proposed lots is capable of connecting to the stormwater system.</p>
<p>A2 The Council's General Manager has provided written advice that the public stormwater system has the capacity to accommodate the stormwater discharge from the subdivision.</p>
<p><b>Complies</b> The stormwater system has capacity to accommodate the proposal.</p>

15.4.13 Water and sewerage services

<p>Objective:  To ensure each lot provides for appropriate water supply and wastewater disposal.</p>
<p><b>Consistent</b> The acceptable solutions are satisfied.</p>
<p>A1 Each lot, or a lot proposed in a plan of subdivision, must be connected to a reticulated water supply.</p>
<p><b>Complies</b> Taswater have advised that the lots can be connected a reticulated water supply.</p>
<p>A2 Each lot, or a lot proposed in a plan of subdivision, must be connected to a reticulated sewerage system.</p>
<p><b>Complies</b> Taswater have advised that the lots can be connected to the reticulated sewerage system.</p>

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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## 28.0 Utilities Zone

### 28.1.1 Zone Purpose Statements

28.1.1.1 To provide land for major utilities installations and corridors.

28.1.1.2 To provide for other compatible uses where they do not adversely impact on the above purpose.

#### **Consistent**

The development site incorporates a section of Crown land at the western end of Canal Street. The applicant has applied to purchase this land and consolidate it with the rest of the site through the proposed subdivision. However this land is currently part of the Wellington Street road reserve parcel and as such it is zoned Utilities.

The proposal does not include any buildings on this land but works will be required to provide for the two way access onto Canal Street and a turning area for delivery vehicles. This is consistent with the purpose of the zone.

### 28.4.2 Lot size and dimensions

Objective:

To ensure:

- (a) the area and dimensions of lots are appropriate for the zone; and
- (b) adjoining land, especially in residential zones, is protected from adverse impacts.

#### **Consistent**

The proposed subdivision involves consolidating the Crown land parcel with the development site. This is considered to be an appropriate outcome as the land is required for access and manoeuvring associated with the development.

A1.1 Each lot, or a lot proposed in a plan of subdivision, must:

- (a) be required for public use by the Crown, an agency, or a corporation all the shares of which are held by Councils or a municipality; or
- (b) be required for the provision of public utilities; or
- (c) be for the consolidation of a lot with another lot, provided each lot is within the same zone; and

A1.2 Each lot, or a lot proposed in a plan of subdivision, must have new boundaries aligned from buildings that satisfy the relevant acceptable solutions for setbacks.

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

**Relies on Performance Criteria**

A1.1

(a) and (b) are not relevant in this case. In regard to (c), the proposal does involve consolidation but the land is in a different zone. Further assessment against the performance criteria is necessary.

A1.2

There are no buildings on the relevant parcel of land.

P1 Each lot, or a lot proposed in a plan of subdivision, must have sufficient useable area and dimensions suitable for its intended use having regard to:

- (a) development of buildings on the lots;
- (b) the likely location of buildings on the lots;
- (c) the accessibility for vehicles;
- (d) the topography of the site; and
- (e) the presence of any natural hazards.

**Complies**

The proposed consolidation of lots incorporating the subject area of Crown land will facilitate the overall development of the site and particularly the accessibility for vehicles. No buildings are proposed on the land zoned Utilities. There are no significant topographical issues or natural hazards that need to be considered.

A2 Subdivision must not be located on the boundary of the General Residential, Inner Residential, Low Density Residential, Environmental Living, Rural Living, Urban Mixed Use or Village zones.

**Relies on Performance Criteria**

The site is located on the boundary of the Urban Mixed Use zone.

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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P2 Each lot, or a lot proposed in a plan of subdivision, must be designed to mitigate adverse environmental impacts and minimise the potential for nuisance or loss of amenity for adjacent lots having regard to:

- (a) the lot layout and design;
- (b) the ability for buildings to be erected in accordance with the development standards;
- (c) the proposed use of the lot;
- (d) the use of the adjoining lots;
- (e) the topography of the site;
- (f) the distance to surrounding sensitive uses; and
- (g) access to the site.

**Complies**

The proposed subdivision will adhere the land zoned Utilities with the majority of the site which is zoned Urban Mixed use. The proposal will not cause any loss of amenity or adverse environmental impacts.

**28.4.3 Frontage and access**

Objective:

To ensure that lots provide:

- (a) appropriate frontage to a road; and
- (b) safe appropriate access suitable for the intended use of the new lot.

**Consistent**

The land will be consolidated into a lot with multiple road frontages.

A1 Each lot, or a lot proposed in a plan of subdivision, must have a frontage to a road maintained by a road authority of no less than 3.6m.

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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**Complies**

The proposed lot that incorporates the Utilities zoned area will have frontage to Canal Street that meets this requirement as well as frontage to other roads.

P2 Each lot, or a lot proposed in a plan of subdivision, must be capable of being provided with reasonable vehicular access to a boundary of a lot or building area on the lot, if any, having regard to:

- (a) the topography of the site;
- (b) the distance between the lot or building area and the carriageway;
- (c) the nature of the road and the traffic, including pedestrians;
- (d) the character of the area; and
- (e) the advice of the road authority.

**Complies**

A two way access to the proposed development on Lot 1 will be provided from Canal Street over the subject land. Lot 2 containing the cordial factory will also have frontage to Canal Street and a condition is included (Condition 21) to provide Lot 2 with a right of way or similar over part of Lot 1 to ensure that access is secured for future use and restoration of the cordial factory building.

**E2.0 Potentially Contaminated Land Code**

E2.1 The purpose of this provision is to:

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

**Consistent**

The site is identified as potentially contaminated land due to previous uses including a transport depot, garage and possibly fuel tanks. A statement from a suitably qualified person has been provided to indicate that the proposed use and development of the site will not adversely impact on human health and the environment.

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

**E2.5 Use Standards**

**Objective:**

To ensure that potentially contaminated land is suitable for the intended use.

**Consistent**

The proposal includes the use of part of the complex for a child care centre, which is a sensitive use in accordance with the definitions of the planning scheme. The child care centre will be located on the upper level of the building with outdoor play spaces provided on a roof top terrace. It has been determined that the site is appropriate for the intended use.

A1 The Director, or a person approved by the Director for the purpose of this Code:

- (a) certifies that the land is suitable for the intended use; or
- (b) approves a plan to manage contamination and associated risk to human health or the environment that will ensure the land is suitable for the intended use.

**Relies on Performance Criteria**

The Director (of the Environmental Protection Authority) has not provided advice in relation to this application. Assessment against the performance criteria is necessary.

P1 Land is suitable for the intended use, having regard to:

- (a) an environmental site assessment that demonstrates there is no evidence the land is contaminated; or
- (b) an environmental site assessment that demonstrates that the level of contamination does not present a risk to human health or the environment; or
- (c) a plan to manage contamination and associated risk to human health or the environment that includes:
  - (i) an environmental site assessment;
  - (ii) any specific remediation and protection measures required to be implemented before any use commences; and
  - (iii) a statement that the land is suitable for the intended use.

- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

**Complies**

A report has been provided to indicate that the site contamination levels are generally below what is required for protection of the environment and human health. The report makes a recommendation that some fill be removed from the site in areas where plants are to be grown and this is included in the recommended conditions.

**E2.6 Development Standards**

E2.6.1 Subdivision

**Objective:**

To ensure that subdivision of potentially contaminated land does not adversely impact on human health or the environment and is suitable for its intended use.

**Consistent**

The report provided from a suitably qualified person does not indicate that the proposed subdivision will adversely impact on human health or the environment.

A1 For subdivision of land, the Director, or a person approved by the Director for the purpose of this Code:

- (a) certifies that the land is suitable for the intended use; or
- (b) approves a plan to manage contamination and associated risk to human health or the environment, that will ensure the subdivision does not adversely impact on health or the environment and is suitable for its intended use.

**Relies on Performance Criteria**

The Director (of the Environmental Protection Authority) has not provided advice in relation to this application. Assessment against the performance criteria is necessary.

P1 Subdivision does not adversely impact on health and the environment and is suitable for its intended use, having regard to:

- (a) an environmental site assessment that demonstrates there is no evidence the land is contaminated; or
- (b) an environmental site assessment that demonstrates that the level of contamination does not present a risk to human health or the environment; or
- (c) a plan to manage contamination and associated risk to human health and the environment that includes:
  - (i) an environmental site assessment;
  - (ii) any specific remediation and protection measures required to be implemented before any use or development commences; and
  - (iii) a statement that the land is suitable for the intended use or development.



**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

**Complies**

The submitted report indicates that the proposal, including the subdivision, will not impact on human health or the environment providing some fill is removed/replaced prior to landscaping.

**E2.6.2 Excavation**

**Objective:**

To ensure that works involving excavation of potentially contaminated land does not adversely impact on human health or the environment.

**Consistent**

The site has been excavated and levelled in the past under previous approvals. Some further excavation will be required for this proposal and has been considered in the environmental site assessment provided with the application.

A1 No acceptable solution.

**Relies on Performance Criteria**

P1 Excavation does not adversely impact on health and the environment, having regard to:

- (a) an environmental site assessment that demonstrates there is no evidence the land is contaminated; or
- (b) an environmental site assessment that demonstrates that the level of contamination does not present a risk to human health or the environment; or
- (c) a plan to manage contamination and associated risk to human health and the environment that includes:
  - (i) an environmental site assessment;
  - (ii) any specific remediation and protection measures required to be implemented before excavation commences; and
  - (iii) a statement that the excavation does not adversely impact on human health or the environment.

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

**Complies**

The submitted report indicates that the proposal, including the subdivision, will not impact on human health or the environment providing some fill is removed/replaced prior to installing landscaping. Material removed from the site will need to be disposed of in accordance with relevant regulations.

**E4.0 Road and Railway Assets Code**

**E4.1 The purpose of this provision is to:**

- (a) protect the safety and efficiency of the road and railway networks; and
- (b) reduce conflicts between sensitive uses and major roads and the rail network.

**Consistent**

The proposal includes the construction of a new access which triggers assessment against this code. A traffic impact assessment that was originally prepared for the 2011 version of the development has been submitted with the application. The current proposal is similar in scope in terms of the traffic generation, access locations and parking requirements so that document is still considered relevant and useful for this assessment.

**E4.5 Use Standards**

**E4.5.1 Existing road accesses and junctions**

**Objective:**

To ensure that the safety and efficiency of roads is not reduced by increased use of existing accesses and junctions.

**Consistent**

The existing access onto Canal Street will be upgraded. The application documents indicate that the safety and efficiency of the roads will not be adversely impacted by the proposal.

A1 The annual average daily traffic (AADT) of vehicle movements, to and from a site, onto a category 1 or category 2 road, in an area subject to a speed limit of more than 60km/h, must not increase by more than 10% or 10 vehicle movements per day, whichever is the greater.

**Not Applicable**

The proposal does not include access onto a category 1 or 2 road with a speed limit of more than 60km/h.

A3 The annual average daily traffic (AADT) of vehicle movements, to and from a site, using an existing access or junction, in an area subject to a speed limit of 60km/h or less, must not increase by more than 20% or 40 vehicle movements per day, whichever is the greater.

- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

**Relies on Performance Criteria**

There will be an increase in vehicle movements through the existing access to Canal Street of more than 40 vehicle movements per day. Further assessment against the performance criteria is necessary.

P3 Any increase in vehicle traffic at an existing access or junction in an area subject to a speed limit of 60km/h or less, must be safe and not unreasonably impact on the efficiency of the road, having regard to:

- (a) the increase in traffic caused by the use;
- (b) the nature of the traffic generated by the use;
- (c) the nature and efficiency of the access or the junction;
- (d) the nature and category of the road;
- (e) the speed limit and traffic flow of the road;
- (f) any alternative access to a road;
- (g) the need for the use;
- (h) any traffic impact assessment; and
- (i) any written advice received from the road authority.

**Complies**

The version of the development considered in the 2011 traffic impact assessment (TIA) was larger and provided more parking than the current proposal. The TIA concluded that the traffic generated from the development through Canal Street would be safe and would not unreasonably impact the efficiency of the road, subject to upgrades and traffic calming measures in Canal Street. It is considered that this conclusion is still relevant and valid for the current proposal.

**E4.6.2 Road accesses and junctions**

Objective:

To ensure that the safety and efficiency of roads is not reduced by the creation of new accesses and junctions.

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

<p><b>Consistent</b> The TIA submitted with the application indicates that the new access from Cimitiere Street can be constructed so that the safety and efficiency of the road network is not reduced.</p>
<p>A1 No new access or junction to roads in an area subject to a speed limit of more than 60km/h.</p>
<p><b>Complies</b> There are no new accesses or junctions proposed on roads subject to a speed limit of more than 60km/h.</p>
<p>A2 No more than one access providing both entry and exit, or two accesses providing separate entry and exit, to roads in an area subject to a speed limit of 60km/h or less.</p>
<p><b>Relies on Performance Criteria</b> The proposal includes two access points from roads with a speed limit of 60km/h or less. Further assessment against the performance criteria is necessary.</p>
<p>P2 For roads in an area subject to a speed limit of 60km/h or less, accesses and junctions must be safe and not unreasonably impact on the efficiency of the road, having regard to:</p> <ul style="list-style-type: none"> <li>(a) the nature and frequency of the traffic generated by the use;</li> <li>(b) the nature of the road;</li> <li>(c) the speed limit and traffic flow of the road;</li> <li>(d) any alternative access to a road;</li> <li>(e) the need for the access or junction;</li> <li>(f) any traffic impact assessment; and</li> <li>(g) any written advice received from the road authority.</li> </ul>

- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

**Complies**

The new entrance from Cimitiere Street will be one way and the upgraded access from Canal Street will be two way. The TIA indicates that the accesses can be designed and constructed so that they do not unreasonably impact the efficiency or safety of the access roads or surrounding network.

E4.6.4 Sight distance at accesses, junctions and level crossings

Objective:

To ensure that accesses, junctions and level crossings provide sufficient sight distance between vehicles and between vehicles and trains to enable safe movement of traffic.

**Consistent**

Compliance with the development standards has been demonstrated.

A1 Sight distances at:

- (a) an access or junction must comply with the Safe Intersection Sight Distance shown in Table E4.6.4; and
- (b) rail level crossings must comply with AS1742.7 Manual of uniform traffic control devices - Railway crossings, Standards Association of Australia.

**Relies on Performance Criteria**

The required sight distance for design speeds of 50km/h and 60km/h is 80m and 105m respectively. The sight distance for the Cimitiere Street access easily complies with this requirement. The Canal Street access does not comply with the sight distance for 50km/h, so assessment against the performance criteria is necessary.

P1 The design, layout and location of an access, junction or rail level crossing must provide adequate sight distances to ensure the safe movement of vehicles, having regard to:

- (a) the nature and frequency of the traffic generated by the use;
- (b) the frequency of use of the road or rail network;
- (c) any alternative access;
- (d) the need for the access, junction or level crossing;
- (e) any traffic impact assessment;
- (f) any measures to improve or maintain sight distance; and
- (g) any written advice received from the road or rail authority.

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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**Complies**

The access to Canal Street will have the maximum sight distance possible with respect to the configuration of the site in relation to the road. Access to Canal Street is more desirable than from Wellington or Charles Street given the higher level use of those roads and the constraints of topography and existing buildings. Canal Street is a low speed environment with very limited usage other than the development site and access from this frontage is the most practical option. The access can be designed in accordance with recommended conditions to provide an adequate level of safety and efficiency.

**E6.0 Parking and Sustainable Transport Code****E6.1 The purpose of this provision is to:**

- (a) ensure that an appropriate level of parking facilities are provided to service use and development;
- (b) ensure that cycling, walking and public transport are supported as a means of transport in urban areas;
- (c) ensure access for cars and cyclists and delivery of people and goods is safe and adequate;
- (d) ensure that parking does not adversely impact on the amenity of a locality;
- (e) ensure that parking spaces and accesses meet appropriate standards; and
- (f) provide for the implementation of parking precinct plans.

**Consistent**

The proposal provides for a large basement level car park. In Stage 1 more parking spaces are provided than is required for the proposed tenancies. The excess car parking will be operated as a commercial car park under the use class *Vehicle Parking* until Stage 2 is completed, when the space occupied by the additional car parking will be used for a new building. The design and layout of the car park is appropriate for the proposed use and development.

**E6.5 Use Standards****E6.5.1 Car parking numbers****Objective:**

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

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

**Consistent**

An appropriate level of car parking is provided to serve the proposed use and development.

A1 The number of car parking spaces must:

- (a) not be less than 90% of the requirements of Table E6.1 (except for dwellings in the General Residential Zone); or
- (b) not be less than 100% of the requirements of Table E6.1 for dwellings in the General Residential Zone; or
- (c) not exceed the requirements of Table E6.1 by more than 2 spaces or 5% whichever is the greater, except for dwellings in the General Residential Zone; or
- (d) be in accordance with an acceptable solution contained within a parking precinct plan.

**Complies**

The Launceston Central Business District parking precinct plan applies to the site. With regard to (d), the acceptable solution contained in that section is not satisfied.

In Stage 1 it is proposed to provide a total of 206 parking spaces, which includes 9 accessible spaces and 4 taxi spaces.

Table E6.1 requires parking for the proposed use classes at the following rates:

*Bulky goods sales*: 1 space per employee + 1 space per 100m<sup>2</sup> of gross floor area

The total floor area dedicated to this use class is 2622.6m<sup>2</sup> = 26.2 spaces

*Food services*: 1 space per 15m<sup>2</sup> of gross floor area + 6 queuing spaces for drive-through

The total floor area dedicated to this use class is 535.9m<sup>2</sup> = 35.7 spaces

There is no drive-through proposed.

*Educational and occasional care*: 1 space per employee + 1 space per 6 tertiary education students

The proposal is for a child care centre, no tertiary students need to be considered.

In total there are expected to be 111 full time employees across the site, although the division between the tenancies is not specified. 56 car parking spaces are provided in Stage 1 to address the parking for employees of the *Bulky goods sales* and *Educational and occasional care* use classes.

*Vehicle parking*: no requirement set

Total required for tenancies: 118

*Vehicle parking* (commercial parking component): 88 spaces

Total = 206

In Stage 2 an additional *Bulky goods sales* tenancy will be constructed with a floor area of 5072m<sup>2</sup>. The applicant calculates the required number of spaces to be 219 for Stage 2, including employees. The *Vehicle parking* use will cease and the total number of car parking spaces will be reduced to 160, which does not meet (a) or (c) of the acceptable solution. (b) is not relevant in this case, so further assessment against the performance criteria is necessary.

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

P1.1 The number of car parking spaces for other than residential uses, must be provided to meet the reasonable needs of the use, having regard to:

- (a) the availability of off-road public car parking spaces within reasonable walking distance;
- (b) the ability of multiple users to share spaces because of:
  - (i) variations in car parking demand over time; or
  - (ii) efficiencies gained by consolidation of car parking spaces;
- (c) the availability and frequency of public transport within reasonable walking distance of the site;
- (d) any site constraints such as existing buildings, slope, drainage, vegetation and landscaping;
- (e) the availability, accessibility and safety of on-road parking, having regard to the nature of the roads, traffic management and other uses in the vicinity;
- (f) an assessment of the actual car parking demand determined in light of the nature of the use and development;
- (g) the effect on streetscape; and
- (h) the recommendations of any traffic impact assessment prepared for the proposal; or

P1.2 The number of car parking spaces for residential uses must be provided to meet the reasonable needs of the use, having regard to:

- (a) the intensity of the use and car parking required;
- (b) the size of the dwelling and the number of bedrooms; and
- (c) the pattern of parking in the locality; or

P1.3 The number of car parking spaces complies with any relevant parking precinct plan.

**Complies**

Excess parking will be provided in Stage 1 but this will be reduced below that required by the acceptable solution at Stage 2. The site is located on the edge of the central business district and is well within walking distance of bus routes and taxi parking is provided on the site. The central location is also likely to encourage alternative modes of transport including cycling and walking, particularly during the work day. There is also expected to be some variation in the parking demand over time for the various uses with restaurants requiring more parking at night than retail outlets and the morning and evening peak times for the child care centre.

Overall it is considered that the proposal provides sufficient parking to cater for the proposed use and development in each stage.



**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

A2 The number of accessible car parking spaces for use by persons with a disability must be:

- (a) for uses that require 5 or less parking spaces - 1 space; or
- (b) for uses that require 6 or more parking spaces - in accordance with Part D3 of Volume 1 of the National Construction Code 2014.

**Complies**

The National Construction Code requires 1 accessible space per 50 spaces for up to 1000 spaces for a Class 6 building. This calculates as 4 accessible spaces for a 200 space car park, which is approximately the maximum amount proposed. The proposal includes 9 accessible spaces in both stages, which exceeds the required amount and complies with the acceptable solution.

**E6.5.2 Bicycle parking numbers**

Objective:

To ensure that an appropriate level of bicycle parking spaces are provided to meet the needs of the use.

**Consistent**

The acceptable solution is satisfied.

A1 The number of bicycle parking spaces must be provided on either the site or within 50m of the site in accordance with the requirements of Table E6.1.

**Complies**

Table E6.1 requires 14 bicycle spaces for Stage 1 and an additional 10 spaces for Stage 2, totalling 24 bicycle spaces.

Bicycle parking spaces are provided in three locations on the site, including in the car park and near the main entrance at the corner of Charles and Cimitiere Streets. A total of 30 bicycle parking spaces are proposed, which meets the acceptable solution.

**E6.5.3 Taxi spaces**

Objective:

To ensure that access for taxis is provided to meet the needs of the use.

**Consistent**

The acceptable solution is satisfied.

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

A1 Except for dwellings in the General Residential zone, uses that require greater than 50 car spaces by Table E6.1 must provide one parking space for a taxi on site, with one additional taxi parking space provided for each additional 50 car parking spaces required.

**Complies**

The combined uses on the site require fewer than 200 parking spaces at the conclusion of Stage 2. Four taxi parking spaces are proposed in compliance with this standard.

**E6.5.4 Motorcycle parking**

**Objective:**

To ensure that motorcycle parking is provided to meet the needs of the use.

**Consistent**

The acceptable solution is satisfied.

A1 Except for dwellings in the General Residential zone, uses that require greater than 20 car parking spaces by Table E6.1 must provide one motorcycle parking space on site with one additional motorcycle parking space on site for each additional 20 car parking spaces required.

**Complies**

Twelve motorcycle parking spaces will be provided at Stage 1 and retained at Stage 2. This complies with the acceptable solution.

**E6.5.5 Loading bays**

**Objective:**

To ensure adequate access for goods delivery and collection, and to prevent loss of amenity and adverse impacts on traffic flows.

**Consistent**

The acceptable solution is satisfied.

A1 A loading bay must be provided for uses with a gross floor area greater than 1 000m<sup>2</sup> in a single occupancy.

**Complies**

One loading bay is provided in Stage 1 to serve all the tenancies in that stage. A second loading bay in Stage 2 to serve the additional tenancy. The acceptable solution is satisfied.

- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
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## **E6.6 Development Standards**

### **E6.6.1 Construction of parking areas**

Objective:

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

#### **Consistent**

The parking area will be constructed to an appropriate standard to serve the proposed use and development.

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

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

#### **Complies**

The proposed parking area will have a gradient of less than 10%, will be formed, paved with an all-weather seal and drained to an appropriate standard. The car park will be line marked in accordance with (e).

### **E6.6.2 Design and layout of parking areas**

Objective:

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

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7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

**Consistent**

The car park is designed to meet the development standards.

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

- (a) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;
- (b) have a width of vehicular access no less than the requirements in Table E6.2, and no more than 10% greater than the requirements in Table E6.2;
- (c) have parking space dimensions in accordance with the requirements in Table E6.3;
- (d) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table E6.3 where there are 3 or more car parking spaces; and
- (e) have a vertical clearance of not less than 2.1 metres above the parking surface level.

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

A1.3 Accessible spaces for people with disability must be designated and signed as accessible spaces where there are 6 spaces or more.

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

**Complies**

The access and car park are adequately designed to meet the standards for dimensions and manoeuvring space. The accessible car spaces are appropriately sited near the main entrances and will be marked.

E6.6.3 Pedestrian access

Objective:

To ensure pedestrian access is provided in a safe and convenient manner.

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

**Consistent**

The acceptable solution is satisfied.

A1.1 Uses that require 10 or more parking spaces must:

- (a) have a 1m wide footpath that is separated from the access ways or parking aisles, except where crossing access ways or parking aisles, by:
  - (i) a horizontal distance of 2.5m between the edge of the footpath and the access way or parking aisle; or
  - (ii) protective devices such as bollards, guard rails or planters between the footpath and the access way or parking aisle; and
- (b) be signed and line marked at points where pedestrians cross access ways or parking aisles; and

A1.2 In parking areas containing accessible car parking spaces for use by persons with a disability, a footpath having a minimum width of 1.5m and a gradient not exceeding 1 in 14 is required from those spaces to the main entry point to the building.

**Complies**

Pedestrian access through the car park is provided for in accordance with these requirements.

**E6.6.4 Loading bays**

Objective:

To ensure adequate access for goods delivery and collection and to prevent loss of amenity and adverse impacts on traffic flows.

**Consistent**

The loading bays are designed to meet the acceptable solution.

A1 The area and dimensions of loading bays and access way areas must be designed in accordance with AS2890.2 - 2002, Parking Facilities, Part 2: Parking facilities - Off-street commercial vehicle facilities, for the type of vehicles likely to use the site.

- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

**Complies**

The loading bays and access areas are designed in accordance with the Australian Standard.

A2 It must be demonstrated that the type of vehicles likely to use the site can enter, park and exit the site in a forward direction, without impact or conflicting with areas set aside for parking or landscaping, in accordance with AS2890.2 - 2002, Parking Facilities, Part 2: Parking facilities - Off-street commercial vehicle facilities.

**Complies**

Turning path drawings have been provided with the application to show that the delivery vehicles will be able to manoeuvre on site. The delivery vehicles will enter the site from Cimitiere Street and leave through Canal Street in a forward direction.

E6.6.5 Bicycle facilities

Objective:

To ensure that cyclists are provided with adequate facilities.

**Consistent**

Adequate facilities can be provided for cyclists.

A1 Uses that require 5 or more bicycle spaces by Table E6.1 must provide 1 shower and change room facility on site, with one additional shower and change room on site for each 10 additional bicycles spaces required.

**Complies**

The only individual tenancy that will require more than 5 bicycle spaces is tenancy 1.04 which will be completed in Stage 2. The internal design of this building has not been completed at this point, a condition is included to require a shower and change room facility to be included.

E6.6.6 Bicycle parking and storage facilities

Objective:

To ensure that parking and storage facilities for bicycles are safe, secure and convenient.

**Consistent**

The proposed bicycle parking meets the acceptable solution.

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**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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A1 Bicycle parking and storage facilities for uses that require 5 or more bicycle spaces by Table E6.1 must:

- (a) be accessible from a road, cycle path, bicycle lane, shared path or access way;
- (b) be located within 50m from the main entrance;
- (c) be visible from the main entrance or otherwise signed; and
- (d) be available and adequately lit during the times they will be used, in accordance with Table 2.3 of AS/NZS 1158.3.1: 2005 Lighting for roads and public spaces - Pedestrian area (Category P) lighting - Performance and design requirements.

**Complies**

The proposed bicycle parking will be suitably accessible and located in appropriate positions on the site to meet the needs of clients and employees.

A2 Bicycle parking spaces must:

- (a) have minimum dimensions of:
  - (i) 1.7m in length; and
  - (ii) 1.2m in height; and
  - (iii) 0.7m in width at the handlebars;
- (b) have unobstructed access with a width of at least 2m and a gradient of no more 5% from a road, cycle path, bicycle lane, shared path or access way; and
- (c) include a rail or hoop to lock a bicycle to that meets AS 2890.3 1993 Parking facilities - Bicycle parking facilities.

**Complies**

A condition is included to ensure that bicycle parking spaces are constructed in accordance with the Australian Standard.

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7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

**E6.7 Parking Precinct Plans**

**E6.7.1 Precinct 1 - Launceston Central Business District Parking Exemption Area**

E6.7.1.3 Local area provisions

<p>Objective: To limit on-site car parking within the Launceston Central Business District Parking Exemption Area.</p>
<p><b>Consistent</b> The site is located within the Launceston Central Business District Parking Exemption Area. It is considered that the proposal meets the requirements of this section.</p>
<p>A1 On-site car parking is: (a) not provided; or (b) not increased above existing parking numbers.</p>
<p><b>Relies on Performance Criteria</b> New parking is provided on the site, so the acceptable solution is not satisfied. Further assessment against the performance criteria is necessary.</p>
<p>P1 On-site car parking must demonstrate: (a) that it is necessary for the operation of the use; and (b) parking must not exceed the minimum provision required by Table E6.1.</p>
<p><b>Complies</b> Car parking will be provided on the site that is necessary for the operation of the proposed uses.</p> <p>In Stage 1 one of the proposed uses is <i>Vehicle parking</i>, which will occupy the car spaces that are not required to serve the other uses that include <i>Bulky goods sales, Educational and occasional care</i> and <i>Food services</i>. The use class <i>Vehicle parking</i> is an allowable use in the Urban Mixed Use zone and it is not prohibited by any clause of this parking precinct plan. Additionally, Table E6.1 does not contain a parking requirement for the <i>Vehicle parking</i> use class.</p> <p>In Stage 2 the car parking will be reduced when the additional tenancy is built over part of the Stage 1 car park. The level of parking provided at Stage 2 does not exceed the minimum required by Table E6.1 for the <i>Bulky goods sales, Educational and occasional care</i> and <i>Food services</i> uses on the site. The <i>Vehicle parking</i> component of the development will be superseded.</p> <p>The proposal complies with parts (a) and (b) of the performance criteria.</p>



**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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**E13.0 Local Historic Cultural Heritage Code**

**E13.1 The purpose of this provision is to:**

- (a) protect and enhance the historic cultural heritage significance of local heritage places and heritage precincts;
- (b) encourage and facilitate the continued use of these places;
- (c) encourage the maintenance and retention of buildings and places of assessed historic cultural heritage significance; and
- (d) ensure that development is undertaken in a manner that is sympathetic to, and does not detract from, the historic cultural heritage significance of the places and their settings.

**Consistent**

All of the existing buildings on the site are of heritage significance and are subject to this code. Advice has been received from the Urban Design and Heritage Planner. The current proposal is considered to be preferable to that approved in 2011 as more of the heritage buildings will be preserved and reused and the new building work is of a lesser scale. The separation of the cordial factory to allow it to be retained outside the scope of the commercial development is also supported. While the proposal is not entirely reflective of the historic nature of the site overall it is considered that it achieves a reasonable balance of conservation and reuse of heritage fabric with the economic and practical realities of a large commercial development.

**E13.6 Development Standards**

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**E13.6.2 Maintenance and repair**

**Objective:**

To ensure that maintenance and repair of heritage buildings are constructed and undertaken to be sympathetic to, and not detract from the historic cultural heritage significance of local heritage places.

**Consistent**

The proposed maintenance and repair work to the heritage buildings is considered to be sympathetic to the historic cultural heritage significance of the site.

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

A1 New materials and finishes match or are similar to the materials and finishes that are being replaced.

**Complies**

Repairs and maintenance to the heritage fabric will use similar materials and finishes. The specific details of this work will be determined during the engineering design phase of the proposal and will be provided to Council and Heritage Tasmania at that time.

E13.6.3 Lot size and dimensions and frontage

**Objective:**

To ensure that subdivision does not impact on the historic cultural heritage significance of local heritage places and their settings.

**Consistent**

The proposed subdivision will not impact on the historic cultural heritage significance of the heritage buildings on the site.

A1 No acceptable solution.

**Relies on Performance Criteria**

P1 Subdivision must not unreasonably impact on the historic cultural heritage significance of local heritage places or their settings, having regard to:

- (a) the cultural heritage values of the local heritage place and setting;
- (b) the historic development pattern of the area;
- (c) the separation of buildings or structures from their original setting;
- (d) the lot sizes, dimensions, frontage, access and orientation;
- (e) the suitability of the proposed lots for their intended uses; and
- (f) the removal of vegetation, significant trees or garden settings.

7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

**Complies**

The proposed subdivision will not unreasonably impact the heritage values of the site. The subdivision is designed to create a separate title for the cordial factory building and consolidate the remaining development area. This will allow future use and renovation of the cordial factory separate from the commercial development. The historic development pattern will not be interrupted and the proposed lots are specifically designed for their intended uses. No vegetation or gardens will be removed as a result of the subdivision and the existing buildings will not be separated from their original setting.

E13.6.4 Site coverage

**Objective:**

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

**Consistent**

The proposed site coverage is considered to be compatible with the heritage significance of the site.

A1 No acceptable solution.

**Relies on Performance Criteria**

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

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

**Complies**

The new building works will be set behind the heritage buildings fronting Charles and Canal Streets and most of the site will be covered by buildings or car parking. In this inner city location a high level of site coverage is the norm for heritage places and more modern developments and is in keeping with the pattern of development in the surrounding area.

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

E13.6.5 Height and bulk of buildings

Objective:

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

**Consistent**

While the height and bulk of the proposed buildings is not completely compatible with the heritage significance of the site adequate consideration has been given to the appearance of the new building in relation to the existing heritage buildings from the frontages of Charles Street and Canal Street.

A1 No acceptable solution.

**Relies on Performance Criteria**

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

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

**Complies**

The height and bulk of the proposed buildings is acceptable in this context as they have been designed to avoid dominating the heritage buildings and the streetscape on Charles and Canal Streets where the heritage buildings are located. From the other frontages the new building work will be more apparent and the style and design of these are not particularly in keeping with the heritage character. A condition is recommended to require more extensive landscaping of the Wellington Street frontage to assist in breaking up the view of the new building from this side. Overall the fall of the land, the setback from streets and the scale of neighbouring and existing development on the site, all work together to minimise the impact of the height and bulk on the surrounding area.

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

E13.6.6 Site of buildings and structure

**Objective:**

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

**Consistent**

The siting of the proposed development is considered to be compatible with the heritage significance of the site.

A1 No acceptable solution.

**Relies on Performance Criteria**

P1 The front, side and rear setbacks must be compatible with the historic cultural heritage significance of a local heritage place and its setting, having regard to:

- (a) the cultural heritage values of the local heritage place and setting;
- (b) the topography of the site;
- (c) the size, shape, and orientation of the lot;
- (d) the setbacks of other buildings in the surrounding area;
- (e) the historic cultural heritage significance of adjacent places; and
- (f) the streetscape.

**Complies**

The site adjoins roads on all sides and as such it has four frontages. The setbacks to the frontages are considered to be appropriate to the heritage character and the topography of the site. The new building will be directly behind and partly joined to the Charles Street heritage buildings, which is necessary to achieve the adaptive reuse as part of the development complex. The existing streetscape to Charles and Canal Streets are the most significant from a heritage perspective and these will be largely unaltered.

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

E13.6.8 Roof form and materials

Objective:

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

**Consistent**

The proposed roof forms are considered to be appropriate.

A1 No acceptable solution.

**Relies on Performance Criteria**

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

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

**Complies**

The proposal includes reconstruction of the roof of the Grain Store and the Fry Residence. This work will be completed in accordance with the heritage statements prepared with this application and more detailed engineering and design work to be done prior to works occurring. The form and material of the roof of the new building work is deliberately articulated and orientated to minimise the impact on the heritage buildings.

E13.6.9 Wall materials

Objective:

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

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

<p><b>Consistent</b> The wall materials of the new building work are clearly in contrast with the heritage fabric on the site. The major heritage facades on Charles and Canal Streets will mostly be retained and it is considered that the new buildings are compatible.</p>
<p>A1 No acceptable solution.</p>
<p><b>Relies on Performance Criteria</b></p>
<p>P1 Wall material for buildings and structures must be compatible with the historic cultural heritage significance of a place and its setting, having regard to: (a) the cultural heritage values of the local heritage place and setting; (b) the design, period of construction and materials of the dominant building on the site; (c) the dominant wall materials in the setting; and (d) the streetscape.</p>
<p><b>Complies</b> The materials and colours of the new buildings are clearly not consistent with that of the historic buildings on the site. The contrasting materials are considered to be acceptable in this case as the change in texture and material will assist in providing the clear distinction between old and new work amidst the variety of traditional materials used on the site. The main heritage streetscapes will be retained mostly in their current form and landscaping will assist to soften the view of the new building from Wellington Street. The materials and colours are typical of modern commercial development and are considered to be appropriate.</p>
<p>E13.6.11 Driveways and parking</p>
<p>Objective:  To ensure that driveways and parking are compatible with the historic heritage significance of local heritage places and their settings.</p>
<p><b>Consistent</b> The driveways and parking are largely compatible with the heritage character of the site. Some conditions are recommended to reduce the visibility of parking on the site from the western side and to ensure protection of heritage buildings during construction and use of the site.</p>
<p>A1 Car parking areas for non-residential purposes must be located behind the primary buildings on the site.</p>
<p><b>Relies on Performance Criteria</b> The parking area will be located in the basement level, which will eventually be under the new buildings. In Stage 1 car parking will be not be behind or below a building when viewed from the western and part of the southern frontages. Further assessment against the performance criteria is necessary.</p>

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

P1 Driveways and car parking areas for non-residential purposes must be compatible with the historic cultural heritage significance of a local heritage place and its setting, having regard to:

- (a) the cultural heritage values of the local heritage place and setting;
- (b) the loss of any building fabric;
- (c) the removal of gardens or vegetated areas;
- (d) parking availability in the surrounding area;
- (e) vehicle and pedestrian traffic safety; and
- (f) the streetscape.

**Complies**

The access and parking areas are largely situated behind the heritage buildings that front Charles Street and Canal Street. The loading bays and associated manoeuvring areas are close to the cordial factory building. Conditions are included to ensure that the building is protected both during the construction phase and future use of the site. Further details of the landscaping along Wellington Street will be required by condition to ensure that the parking area is adequately screened from this side. The parking will be less visible from Cimitiere Street due to the level changes and the installation of the main access point to the site.

**E13.6.13 Signage**

**Objective:**

To ensure that signage is compatible with the historic cultural heritage significance of local heritage places and their settings.

**Consistent**

The proposed signage is mostly sited on the new buildings and is considered to be of an appropriate scale and extent for the intended purpose. There is some concern regarding the painted wall sign on part of the southern wall of the Fry Residence that will cover historic painted signs. This is discussed further below.

A1 No more than one sign, not greater than 0.2m<sup>2</sup> , identifying the use, heritage significance, and the name and occupation of the owners of the property.

**Relies on Performance Criteria**

The proposal includes more signage than is required to meet the acceptable solution.



**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

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P1 New signs must be compatible with the historic cultural heritage of the local heritage place and its setting, having regard to:

- (a) the cultural heritage values of the local heritage place and setting;
- (b) the size and location of the proposed sign;
- (c) the area and location of existing signage on the site;
- (d) the period details, windows, doors and other architectural details of the building;
- (e) any destruction, removal or concealment of heritage fabric through attaching signage; and
- (f) the streetscape.

**Complies**

The site is large with multiple street frontages and there are multiple tenancies proposed. It is accepted that a number of signs are required on the site to identify the location of tenancies and the name of the overall development. All but one of the signs will be attached to the new facades and these are considered to be appropriate.

However there is concern in regard to the 'painted wall sign' tenancy signage proposed to the significant southern wall of the Fry Residence (which is incorrectly referred to as the Grain Store in application report).

This wall faces Cimitiere Street and would be visible when looking north down Charles Street. It is currently covered in a variety of old painted signage which tells much of the age and the more recent history of the building, as well as providing a distinct and appreciated streetscape character. This sign is not considered to meet the requirements of the Local Historic Cultural Heritage Code as it will permanently conceal and effectively destroy this record. The scale and proportions of the proposed sign are not compatible with that of the current perception of appropriate signage for buildings of identified heritage value and character.

It is considered appropriate to apply a condition stating that the painted wall sign is not approved in the proposed form. An alternative signage scheme may be appropriate and suggestions will be made to the applicant.

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7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)

## 4. REFERRALS

REFERRAL	COMMENTS
<b>INTERNAL</b>	
Roads and Hydraulics	Conditional consent provided. Conditions recommended in relation to the following: <ul style="list-style-type: none"> <li>• Road Closure</li> <li>• Truck reversing bay vicinity of 'Cordial Factory'</li> <li>• Damage to Council infrastructure</li> <li>• 'Cordial Factory' - Preservation of Access</li> <li>• Amended Plans required</li> <li>• Car Parking construction</li> <li>• Occupation of road reserve (metered parking bays)</li> <li>• Occupation of road reserve (Complex)</li> <li>• Basic - Soil and Water Management Plan</li> <li>• Trench reinstatement for new/altered connections</li> <li>• Works within/occupation of the road reserve</li> <li>• Submission and approval of Plans</li> <li>• Construction of works</li> <li>• Construction documentation</li> <li>• Sealing Plans of Subdivision</li> </ul>
Environmental Health	Conditional consent provided. Conditions recommended in relation to the following: <ul style="list-style-type: none"> <li>• Amenity</li> <li>• Lighting</li> <li>• Demolition</li> <li>• Place of Assembly to Licence</li> <li>• Food Business to Register</li> <li>• No burning of wastes</li> <li>• Noise - Commercial/Industrial</li> </ul>
Parks and Recreation	Conditional consent provided. Conditions recommended in relation to the following: <ul style="list-style-type: none"> <li>• Landscaping Plan</li> </ul>

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

REFERRAL	COMMENTS
<b>INTERNAL</b>	
Heritage/Urban Design	Consent provided and contribution to conditions provided.
Building and Plumbing	Building and plumbing permits are required.
<b>EXTERNAL</b>	
TasWater	Conditional consent provided. TasWater has issued a Development Certificate of Consent TWDA 2015/00293-LCC.
State Growth	A representative of the Transport Infrastructure Services Division of the department of State Growth has advised that they have no specific comments to make regarding this development application. Any works in the state road will require separate approval from the department.
TasFire	N/A
Tas Heritage Council	<p>The application will be determined at the Tasmanian Heritage Council meeting held on the 17 June 2015.</p> <p>Heritage Tasmania has advised that they will be recommending that the Tasmanian Heritage Council approve the development application for CH Smith. The recommendation, for conditional approval, is proposed to include:</p> <ul style="list-style-type: none"> <li>• The appointment of a heritage consultant with appropriate skills to document and administer the works to the heritage structures throughout the development process;</li> <li>• Further documentation to be prepared by the heritage consultant, to reflect the scope of works identified in the 'Response to Notice of Interest #4689' by Ireneinc, 23/04/2015; and</li> <li>• That documentation, for works to the heritage structures, being submitted for Heritage Tasmania's approval prior to seeking building approval.</li> <li>• Ensuring that any new works do not hinder the ongoing maintenance of the heritage fabric.</li> </ul> <p>The decision of the Tasmanian Heritage Council will be reported to Council once formal notification of the decision is received.</p>

- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

<b>REFERRAL</b>	<b>COMMENTS</b>
<b>INTERNAL</b>	
Crown Land	Crown Land Services have granted permission for the application to be lodged. The development application has been referred and no further comments have been received.
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 27 May 2015 to 10 June 2015. Five (5) representations were received.

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

The issues raised are summarised in the following table. Whilst the summary attempts to capture the essence of each issue raised it should be read in conjunction with the representations received which are attached to this report.

<b>ISSUE</b>	<b>COMMENTS</b>
<p>Not opposed to the subdivision of the old warehouse (cordial factory) building providing enough land is retained around the building for it to be worked on and maintained in the future by an interested party</p> <p>The minimum land surrounding the old warehouse (cordial factory) needs to be :</p> <ul style="list-style-type: none"> <li>a. subdivision on eastern side to align with existing brick wall of former Kerr Bogle warehouse, forming a party wall;</li> <li>b. boundary on southern side of 1.5m from the present wall of the old warehouse (cordial factory), to allow warehouse wall to be correctly maintained and conserved ie drainage etc;</li> <li>c. subdivision boundary on the western side to the present roof overhang alignment is at minimum required, providing frontage remains as road frontage, to provide unobstructed visual appreciation of the main facade of the building and for access for maintenance and vehicular access to entrance doors; and</li> <li>d. Vehicle turning space within road area must be retained for two way traffic from Canal St and a formed footpath a minimum of 3m wide to the frontage of the old warehouse should be present.</li> </ul>	<p>The proposed subdivision of the cordial factory building (Lot 2 on the subdivision plan) is largely in keeping with these requests.</p> <p>The eastern boundary will be the western wall of the remains of the adjoining warehouse building with the space between them to be included in the proposed lot. On the western side the proposed boundary will align with the existing footpath, which is approximately 1.5m wide. Frontage to Canal Street will be maintained on the northern side, although the footpath will be a standard width, not the 3m that is requested.</p> <p>Further conditions (20 and 21) are included in the recommendation to protect the building during construction and facilitate access by a right of way or similar legal means.</p>

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

ISSUE	COMMENTS
<p>Conditions need to be included for the necessary restoration of this building (cordial factory) to be completed before retail use can be commenced on the CH Smith site.</p>	<p>Restoration of the cordial factory building is not included as part of this application.</p> <p>The subdivision application seeks a way forward for the cordial factory to be retained and possibly transferred to separate ownership in the future. It is not considered reasonable to make the proposed development dependent on restoration works being completed.</p> <p>It is noted that some restoration work of the building including the replacement of the roof was approved in the 2011 permit, which remains active. Works could still be undertaken under that permit regardless of the outcome of this application.</p>
<p>Concerned that in the there is no proposal by the owners to put a roof over the heritage building in Canal St known as the Old Cordial Factory.</p>	<p>See above comment.</p>
<p>There may be insufficient land on the south and west side of this building for it to be properly restored and protected.</p>	<p>The proposed Lot 2, together with the access rights that will be required by condition 21, should be sufficient to allow restoration of the cordial factory.</p>
<p>Believe that if it is to be separated from the title, that the developer should make a sizeable financial contribution to its restoration, as it agreed to do in its original Development Application.</p>	<p>Restoration of the cordial factory building is not included as part of this application. Council must consider the application before it.</p>

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

<b>ISSUE</b>	<b>COMMENTS</b>
<p>The proposal to subdivide the old store building at 9 Canal St Launceston is opposed on the basis that the restoration and protection of this building is important to the heritage values of the place and Launceston in general.</p> <p>The owners made very public undertakings when purchasing the property 4 years ago, that they were aware of the condition of the heritage buildings and were very happy to accept the obligation to spend a substantial sum on restoring all heritage buildings on the site.</p> <p>To use an application to undertake a subdivision in order to avoid these obligations is unfair and is contrary to the present permits under which the works have been progressing.</p>	<p>The comments are noted.</p> <p>Refer to the responses above.</p>
<p>There has been no consultation with the community in relation to this development other than that required during the last fortnight being the statutory requirement of the Planning Authority. This is regrettable and it would be prudent of the Tasmanian Heritage Council and the Launceston City Council, should they ever be in a mind to approve this proposal, to seek community sanction beforehand.</p>	<p>The purpose of the statutory notification period is to obtain comments from the community for consideration when making planning decisions.</p> <p>In this case the proposed development is also very similar to what was previously approved (DA0343/2011).</p>
<p>The advertised documentation is extensive but difficult to piece together and contains discrepancies.</p>	<p>There are some inconsistencies in the application documents as they are partly reused from the previous development application where they are still relevant. This is not considered to be to a significant extent given the overall complexity of the application.</p>

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

ISSUE	COMMENTS
<p>The display conditions in the Town Hall Service Centre are less than ideal and are not conducive to easy understanding by the public.</p>	<p>It is considered that the digital display is generally more user friendly than large paper documents. However, if members of the public were to express issues with interpreting the documents other methods to view them could be arranged. No requests of this nature were made in relation to this application.</p>
<p>The duties of the statutory approval authorities to protect the heritage structures surviving on the site have been raised often and the apparent reluctance to enforce approval conditions in a timely and proper manner.</p>	<p>The planning authority is not required to ensure that a permit is acted upon or completed, only to make sure that the extent of works done under a planning permit is in accordance with what has been approved.</p>
<p>The documents submitted by the applicant in support of this development application are confusing. We request that the application be stopped and readvertised with clear and concise plans.</p>	<p>It is considered that the documents submitted are satisfactory for assessment of this development application.</p>
<p>24 Charles St (house)</p> <ul style="list-style-type: none"> <li>• We oppose the demolition of walls and other fabric to the rear section of the building.</li> <li>• We oppose the demolition of interior partition walls and staircase etc.</li> <li>• We request the roof to be clad with slate as it was originally.</li> <li>• We question the lack detail provided for the new door/shopfront joinery at street level.</li> <li>• We question the lack of details provided concerning the inevitable impact of heating, cooling, mechanical ventilation and exhaust systems, necessary to serve a new use in this building.</li> <li>• We seek to ensure preservation of the old advertising signage on the south wall.</li> </ul>	<p>Maintaining the existing heritage façades is the most important point from a streetscape and character perspective and this will be achieved.</p> <p>Some level of work is required to make the building suitable for reuse. The original roof material has been replaced at some point in the past and it is not considered necessary to require it to be reinstated at this time.</p> <p>Interior works are considered by the Tasmanian Heritage Council. Further information including the design details and engineering requirements will be provided by condition.</p> <p>Further information regarding the location and nature of plant and equipment will be provided when the details have been determined. A condition is included to require these items to be concealed.</p> <p>In regard to the last point, a condition has been included in the recommendation to state that the new painted wall sign is not approved as proposed.</p>



**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

ISSUE	COMMENTS
<p>22 Charles St (warehouse)</p> <ul style="list-style-type: none"> <li>• We request the reinstatement of the rear wall in the original position, not necessarily in brickwork.</li> <li>• We request the roof to be clad with slate as it was originally.</li> <li>• We question the lack of detail provided for the new door joinery at street level.</li> <li>• We question the lack of details provided concerning the inevitable impact of heating, cooling, mechanical ventilation and exhaust systems, necessary to serve a new use in this building.</li> </ul>	<p>See comments above for 24 Charles Street.</p>
<p>20 Charles St (woolstore)</p> <ul style="list-style-type: none"> <li>• We applaud the applicant's reconsideration of the previously proposed demolition of floor and sawtooth roof structures etc. behind the facade.</li> <li>• We question the lack of design details for windows, doors etc. to the Charles St facade.</li> </ul>	<p>See comments above for 24 Charles Street.</p>
<p>16-18 Charles St (old bond store, later C H Smith Offices)</p> <ul style="list-style-type: none"> <li>• We applaud the applicant's reconsideration and decision to retain the previously proposed demolition of elements of this building, which is the oldest remnant structure on the site.</li> </ul>	<p>Comment noted.</p>

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

ISSUE	COMMENTS
<p>Canal St (du Croz store, was Matson's, prior was Armitage Auctions)</p> <ul style="list-style-type: none"> <li>• We regret the demolition of walls and roof structure of this old building( approx.18m long Oregon roof trusses), and note that the building area created is no longer proposed to be the site of a construction previously argued as being essential to the overall development plan.</li> <li>• The large space now left vacant behind the old wall remaining along Canal Street, does not appear to have any really worthwhile purpose apart from bicycle storage.</li> </ul>	<p>Comment noted.</p>
<p>9 Canal St (store, was Supply River Mill flour store and for a short period, a cordial factory)</p> <ul style="list-style-type: none"> <li>• We oppose the proposal to now do nothing to this important structure in the hope (and this is by no means assured) that if subdivided, another party will accept ownership and responsibility for its structural stabilisation; repair and re-roofing; conservation/restoration of exterior brickwork, floor structures, window &amp; door joinery replacement.</li> <li>• We request the reinstatement of roof slates.</li> <li>• We request a greater distance between the front of the building and the road carriageway at to reduce traffic impacts on the heritage fabric and improve the amenity/use of the building.</li> <li>• We request that the proposed southern boundary on the surveyor's drawing be amended to the alignment shown on other general plans and that there be 1.5M space to allow the wall to be maintained and dampness arrested.</li> </ul>	<p>See comments regarding this building and the proposed subdivision above.</p>

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

ISSUE	COMMENTS
<p>The proposed subdivision (note the current permit 0343/2011 requires the titles to have been amalgamated) relies on the owner purchasing an area of Crown Land (The Esplanade, adjacent to 9 Canal Street. Should this not eventuate, for whatever reason, a significant gap occurs in the ability of the owners to proceed with the proposed development as now planned.</p> <p>This is an important aspect to be determined before this fresh DA can be considered.</p>	<p>When Crown land is to be purchased for use by a party for a development it is normal practice to lodge a development application prior to the final conclusion of the sale, as the sale would be pointless if planning approval cannot be secured.</p> <p>The purchase process has been commenced and Crown Land Services have provided land owner consent for the lodgement of this application. This is sufficient for the application to be considered.</p>
<p>The Planning Scheme encourages heritage places to retain a public frontage, yet the facade at 9 Canal Street will not continue to 'front' a public street. The absence of vehicular access to the old warehouse doors will severely hamper the initial then on-going maintenance of this place, quite apart from vehicular servicing of any potential future use.</p> <p>The Esplanade road frontage must accordingly be retained. An important heritage streetscape is the front view of the old warehouse, and historically this has always been a public view, originally from the river, and later from the reclaimed public land.</p>	<p>9 Canal Street will maintain a frontage to Canal Street, although it will not be to the 'front' (western side) of the building.</p> <p>Conditions (20 and 21) have been included in the permit to ensure continued access and maintenance of views to the western side of this building.</p>
<p>We query traffic routes intended and draw attention to the inappropriate congestion/dangers at the end of Canal Street, and particularly in the vicinity of the corner of the heritage building, and the closeness (just 0.6M of manoeuvring heavy articulated delivery vehicles to the fragile exterior brick walls.</p>	<p>A Traffic Impact Assessment has been completed for the previous version of the development which was even larger. It concluded that with modification to the access point Canal Street is capable of supporting the traffic generated by the proposal.</p>

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

ISSUE	COMMENTS
<p>We oppose the use and development of the area at the western end of Canal Street (The Esplanade, public land, Reserved Road, and maintained for a long period as a road by Launceston City Council) affecting the desired repositioning of traffic, preventing landscaping potential, and providing a turning circle facility for traffic entering from Canal Street.</p>	<p>Comment is noted.</p> <p>The land is owned by the Crown although the road has been maintained by the Council. Canal Street currently has very low usage for any purpose and the transfer of this portion of land is considered a minor loss to facilitate this development.</p>
<p>We are unsure about what will be very public views of new buildings and car parking structures from the Wellington St extension, and what is meant by the applicant in stating "green wall" is proposed near here. A green wall is simply the colour of a wall. Perhaps what is meant is a 'vertical garden' i.e. climbing plants on a vertical trellis structure, but if so, then that is not properly described or presented.</p>	<p>The proposed green wall is a vertical garden.</p> <p>Further details of the landscaping on the Wellington Street frontage is required by condition.</p>
<p>Question the adequacy of car parking for this development request that an additional floor of car parking be incorporated.</p>	<p>It is considered that adequate car parking is provided for the proposed use and development and there will be an excess of parking at Stage 1. The inclusion of an additional floor of car parking would increase the height to an unacceptable level.</p>
<p>Submit there is a need to condition any Permit such that heritage building work be guaranteed to be first stage (re-roofing/protecting etc), and that no other use commence on the site until that has been completed.</p>	<p>The works associated with the heritage buildings are included in Stage 1.</p>
<p>Question the lack of information about rooftop plant &amp; equipment being visible and seek permit conditions requiring all plant to be fully screened from view higher buildings and elevated areas roads and suburbs</p>	<p>This is addressed by condition.</p>

**7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**

<b>ISSUE</b>	<b>COMMENTS</b>
<p>Question the lack of detail pertaining to materials selected for the exterior of the proposed buildings, and inevitable conflict with community expectations for prominent Launceston buildings.</p>	<p>The application documents contain a full material and colour schedule.</p>
<p>We question the proposed height of new buildings at 15-16M being in excess of the Planning Scheme provisions of a 12M limit. The surrounding viewpoints are all public places, be they parklands, roads footpaths etc.</p>	<p>As discussed in the body of the report, the height of the development is considered to be appropriate.</p>
<p>It is of great concern that from the correspondence attached from the Launceston City Council, this application will be relying on using land that is not owned by the applicant/owner and that is admitted to be relying on encroaching on publicly owned/managed lands.</p>	<p>Consent to lodge this application has been provided by the Crown and the Council. There is no fundamental issue with this situation.</p> <p>It is not unusual for developments large and small to include some works on public land, such as driveway crossovers or new footpaths. A development of this scale needs to provide public amenities and links such as pedestrian footpaths and new or improved vehicle access.</p>
<p>I have thought for a while how good it would be to have a development of affordable housing behind the C H Smith building.</p> <p>It would bring more people in to the town centre.</p> <p>We don't really need more shops.</p>	<p>The idea of increasing inner city residential development does have planning merit.</p> <p>However there are also benefits from increasing retail space close to the city centre and providing for essential services such as a child care centre.</p> <p>In any case the Council must consider the proposal before it.</p>

- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)**
- 

## **6. CONCLUSION**

Subject to the recommended conditions, it is considered that the proposal complies with the Scheme and it is appropriate to recommend for approval.

### **ECONOMIC IMPACT:**

The Launceston Interim Planning Scheme 2015 contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such economic impacts have been considered.

### **ENVIRONMENTAL IMPACT:**

The Launceston Interim Planning Scheme 2015 contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such environmental impacts have been considered.

### **SOCIAL IMPACT:**

The Launceston Interim Planning Scheme 2015 contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such social impacts have been considered.

### **STRATEGIC DOCUMENT REFERENCE:**

Launceston Interim Planning Scheme 2015.

### **BUDGET & FINANCIAL ASPECTS:**

N/A

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- 7.1 16-24 Charles Street, Launceston, 9 Canal Street, Launceston - Bulky Goods Sales - food services, educational and occasional care and vehicle parking - change of use; construction of a building; subdivision; development on Council land...(Cont'd)
- 

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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



**Leanne Hurst: Director Development Services**

**ATTACHMENTS:**

All documents will be circulated separately.

1. Locality Map
  2. Endorsed Plans
  3. Representations
-

## COUNCIL AGENDA

Monday 22 June 2015

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### 7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling

**FILE NO:** DA0109/2015

**AUTHOR:** Catherine Mainsbridge (Senior Town Planner)

**DIRECTOR:** Leanne Hurst (Director Development Services)

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#### **DECISION STATEMENT:**

To consider and determine a development application pursuant to the Land Use Planning and Approvals Act 1993.

#### **PLANNING APPLICATION INFORMATION:**

Applicant:	Wendy Pamela Symons
Property:	7 Argyle Street West Launceston
Zoning:	General Residential
Receipt Date:	5/03/2015
Validity Date:	29/04/2015
Further Information Request:	11/03/2015
Further Information Received:	01/05/2015
Deemed Approval:	23/06/2015
Representations:	3

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

N/A

#### **RECOMMENDATION:**

It is recommended that in accordance with Section 51 and Section 57 of the Land Use Planning and Approvals Act 1993 and the Launceston Interim Planning Scheme 2012, a permit be granted for Residential - single dwelling; construction of a new dwelling at 7 Argyle St, West Launceston subject to the following conditions.

##### **1. ENDORSED PLANS & 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. Proposed dwelling - Site plan; Prepared by Engineering Plus, Drawing No. 21314 - A01, Rev B, Dated 29.04.15 (Plan to be amended to show increase in south eastern boundary setback).
-



**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

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- b. Proposed dwelling - Floor plan; Prepared by Engineering Plus, Drawing No. 21314 - A02, Rev B, Dated 29.04.15.
- c. Proposed dwelling - Elevations; Prepared by Engineering Plus, Drawing No. 21314 - A03, Rev B, Dated 29.04.15, (Elevation to be amended to show screen to deck).
- d. Proposed dwelling - Elevations; Prepared by Engineering Plus, Drawing No. 21314 - A04, Rev B, Dated 29.04.1.
- e. Proposed dwelling - Perspective views; Prepared by Engineering Plus, Drawing No. 21314 - A05, Rev B, Dated 29.04.15 (Elevations to be amended to show screen to deck).
- f. Proposed dwelling - Shadow diagrams; Prepared by Engineering Plus, Drawing No. 21314 - A03, Rev B, Dated 29.04.15 (To be amended to show screen to deck and increase in south eastern boundary setback).

**2. AMENDED PLANS REQUIRED**

Prior to the issuing of a Building Permit, amended plans must be submitted to the satisfaction of the Council to replace plans annotated as "Amended Plans Required" and attached to the Permit. Once approved, the amended plans will be endorsed by the Council and will then form part of the Permit. The amended plans must show:

- a. A decrease in the width of the dwelling by 500m to allow an increase in the south eastern side setback to 1.5m. There is to be no reduction in the north eastern side setback.
- b. A 1.7m high screen, as noted in the following conditions, along the north western side of the deck.

**3 LEGAL TITLE**

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

**4. NON REFLECTIVE EXTERIOR FINISH**

All external cladding and roofing of the buildings must be of a non-reflective nature and must be finished in muted colours to the satisfaction to the Council.

**5. HOURS OF CONSTRUCTION**

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

Monday to Friday - 7am and 6pm

Saturday - 9am to 6pm

Sundays and Public Holidays - 10am to 6pm

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**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

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**6. SCREEN PLANTING**

A continuous screen of low plants or shrubs, with a height of between 1m - 2m, must be planted along the western front boundary, for the full depth of the garage, between the street and garage, to minimise the impact on the streetscape.

**7. PRIVACY SCREEN**

A 1.7m high privacy screen must be erected along north western side of the deck with a uniform transparency of 25% to ensure reasonable privacy for the adjoining property.

**8. DAMAGE TO COUNCIL INFRASTRUCTURE**

The developer is liable for all costs associated with damage to Council infrastructure resulting from non-compliance with the conditions of the Planning Permit and any bylaw or legislation relevant to the development activity on the site. The developer will also be liable for all reasonable costs associated with the enforcement of compliance with the conditions, bylaws 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.

The explicit permission of Council's Roads & Hydraulics Department is required prior to undertaking works where the works:

- a. requires a road or lane closure;
- b. are in nominated high traffic locations;
- c. involve opening or breaking trafficable surfaces; or
- d. require occupation of the road reserve for more than one week at a particular location.

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.

All works that involve the opening or breaking of trafficable surfaces within the road reserve must be undertaken by, or under the supervision of, a tradesman/contractor who is registered with Council as a "Registered Contractor".

**10. VEHICULAR CROSSINGS**

Before the commencement of the use, a new vehicular crossover shall be provided to service this development. An application for such work must be lodged on the approved form. All unused crossovers and driveways must be removed prior to the occupation of the development.

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## **7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

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No work must be undertaken to construct the new vehicular crossing or to remove the existing driveway outside the property boundary without the prior approval of the works by the Council's Roads and Hydraulics Department.

The new crossing must be constructed to Council standards by a contractor to perform such work. The work must include all necessary alterations to other services including lowering/raising pit levels and/or relocation of services. Permission to alter such services must be obtained from the relevant authority (eg TasWater, Telstra, and Aurora etc). The construction of the new crossover and driveway and removal of the unused crossover and driveway will be at the applicant's expense.

### **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. 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.

### **13. NO BURNING OF WASTE**

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

### **Notes**

#### **Building Permit Required**

*Prior to the commencement of any construction the applicant is required to attain a Building Permit pursuant to the Building Act 2000. A copy of this planning permit should be given to your Building Surveyor. Please contact the Council's Building Services Department on 6323 3000 for further information.*

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**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

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Occupancy Permit Required

*Prior to the occupation of the premises the applicant is required to attain an Occupancy Permit pursuant to the Building Act 2000. Section 93. A copy of this planning permit should be given to your Building Surveyor.*

Plumbing Permit Required

*Prior to the commencement of any construction the applicant is required to attain a Plumbing Permit pursuant to the Building Act 2000. A copy of this planning permit should be given to your Building Surveyor. Please contact the Council's Building Services Department on 6323 3000 for further information.*

General

*This permit was issued based on the proposal documents submitted for DA0109/2015. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.*

*This permit takes effect after:*

- a. The 14 day appeal period expires; or*
- b. Any appeal to the Resource Management and Planning Appeal Tribunal is abandoned 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.*

*This permit is valid for two (2) years only from the date of approval and will thereafter lapse if the development is not substantially commenced. An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by a request to Council.*

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 enquires as to whether the proposed development is effected, 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.*

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**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

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**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 Council's Notice to Waive Right of Appeal is attached.*

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**REPORT:****1. THE PROPOSAL**

The proposed dwelling has an undesignated walled space to the lower ground floor, which is not to be initially utilised by the current owner. On the upper and main level is a main bedroom suite, bedroom, open plan kitchen, dining area and lounge space, along with utilities. The design includes a two car garage across the south end of the frontage that is proposed to have a setback of only 1m.

Construction will be pole based and cladding a mix of blockwork to the lower level, colorbond and light weight sheeting.

**2. LOCATION AND NEIGHBOURHOOD CHARACTER**

The site is located on the eastern face of the hillside directly west of the city. It is also positioned on the eastern side of the street. Typical of the area and era of development, the street is relatively narrow, and further narrows at its far north western end where a cul-de-sac end supports the no-through street. There is a footpath on the western side of the street. The Cataract Gorge is located to the north west of the site, the site of a suitable distance away so to not be in a bushfire prone area.

Being located within an inner city and older part of the city, the site is surrounded by predominantly single dwellings constructed in the early 1900's with a number weatherboard clad. The terrain of the area results in a number of homes being two storey at their eastern end.

Adjoining the north western boundary is a remnant of a concrete foundation but the site is otherwise undeveloped. It is currently unmaintained garden.

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**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

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**3. PLANNING SCHEME REQUIREMENTS**

**3.1 Zone Purpose**

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10.0 General Residential Zone

10.1.1 Zone Purpose Statements

10.1.1.1 To provide for residential use or development that accommodates a range of dwelling types at suburban densities, where full infrastructure services are available or can be provided.

10.1.1.2 To provide for compatible non-residential uses that primarily serve the local community.

10.1.1.3 Non-residential uses are not to adversely affect residential amenity, through noise, activity outside of business hours, traffic generation and movement, or other off site impacts.

10.1.1.4 To encourage residential development that respects the existing and desired neighbourhood character.

10.1.1.5 To encourage residential use and development that facilitates solar access, integrated urban landscapes, and utilisation of public transport, walking and cycling networks.

**Consistent**

The proposal is for a single dwelling in a fully serviced area that contains a range of housing styles on a variety of lot sizes. The terrain of the area has added a further element to the resulting development over the years. The area is within a 20 minute walk of the central city and buses travel along Hill and York Streets.

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**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

**10.4 Development Standards**

10.4.2 Setbacks and building envelope for all dwellings

Objective:

To control the siting and scale of dwellings to:

- (a) provide reasonably consistent separation between dwellings on adjacent sites and a dwelling and its frontage; and
- (b) assist in the attenuation of traffic noise or any other detrimental impacts from roads with high traffic volumes; and
- (c) provide consistency in the apparent scale, bulk, massing and proportion of dwellings; and
- (d) provide separation between dwellings on adjacent sites to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space.

**Consistent**

The proposal is a partly two storey dwelling, similar to other dwellings on the hill face, resulting from the terrain. It has a similar depth as the adjoining dwelling to its north western, and has been designed to maximise solar access and to provide suitable level parking and access in a narrow street.

A1 Unless within a building area, a dwelling, excluding protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6 m into the frontage setback, must have a setback from a frontage that is:

- (a) if the frontage is a primary frontage, at least 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback, from the primary frontage, of any existing dwelling on the site; or
- (b) if the frontage is not a primary frontage, at least 3m, or, if the setback from the frontage is less than 3m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site; or
- (c) if for a vacant site with existing dwellings on adjoining sites on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or
- (d) if the development is on land that abuts a road specified in Table 10.4.2, at least that specified for the road.

**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

<p><b>Relies on Performance Criteria</b>                  To facilitate on-site parking the dwellings integral garage is proposed up to 1m from the front boundary as the primary frontage. The habitable rooms are setback 8.86m from the frontage beyond the driveway.</p>
<p>P1 A dwelling must:                  (a) have a setback from a frontage that is compatible with the existing dwellings in the street, taking into account any topographical constraints; and                  (b) if abutting a road identified in Table 10.4.2, include additional design elements that assist in attenuating traffic noise or any other detrimental impacts associated with proximity to the road.</p>
<p><b>Complies</b>                  Beyond the garage the dwelling is setback 8.86m from the frontage which is similar to the adjacent dwelling. The neighbouring property to the south east is yet to be developed or have formal plans lodged. The proposed garage portion complies with Clause 10.4.2 where a setback of 1m is appropriate because of the terrain.</p>
<p>A2 A garage or carport must have a setback from a primary frontage of at least:                  (a) 5.5 m, or alternatively 1 m behind the facade of the dwelling; or                  (b) the same as the dwelling facade, if a portion of the dwelling gross floor area is located above the garage or carport; or                  (c) 1 m, if the natural ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10 m from the frontage.</p>
<p><b>Complies</b>                  As the site falls away over 3m in the first 10m depth the garage portion of the dwelling is able to be setback 1m.</p>
<p>A3 A dwelling, excluding outbuildings with a building height of not more than 2.4 m and protrusions (such as eaves, steps, porches, and awnings) that extend not more than 0.6 m horizontally beyond the building envelope, must:                  (a) be contained within a building envelope (refer to Diagrams 10.4.2A, 10.4.2B, 10.4.2C and 10.4.2D) determined by:                      (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5 m from the rear boundary of a lot with an adjoining frontage; and                      (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3 m above natural ground level at the side boundaries and a distance of 4 m from the rear boundary to a building height of not more than 8.5 m above natural ground level; and                  (b) only have a setback within 1.5 m of a side boundary if the dwelling:                      (i) does not extend beyond an existing building built on or within 0.2 m of the boundary of the adjoining lot; or                      (ii) does not exceed a total length of 9 m or one-third the length of the side boundary (whichever is the lesser).</p>



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**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

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**Relies on Performance Criteria**

Beyond the front setback, the dwelling is proposed 2.05m off the north western side boundary and 1m off the south eastern side boundary where the wall length of both walls is greater than 9m. While the dwelling is initially single storey, at an approximate distance of 13m the height of the building is similar to that of a two storey dwelling. The height extends to a maximum of 7.65m and extends beyond the building envelope. A setback of 9.146m is proposed for the rear boundary.

P3 The siting and scale of a dwelling must:

(a) not cause unreasonable loss of amenity by:

(i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or

(ii) overshadowing the private open space of a dwelling on an adjoining lot; or

(iii) overshadowing of an adjoining vacant lot; or

(iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and

(b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.

**Complies**

The proposal will have some impact on the amenity of the existing dwelling on the north western boundary. The depth of the dwellings is similar on their sites so there will be minimal overshadowing onto next door. The neighbouring dwelling has three narrow windows on its adjacent elevation and there will be approximately 5m separation between dwellings. While one of the windows serves a bedroom the clause does not protect bedrooms.

There will be an overshadowing impact on the adjoining property at 7a Argyle Street in a similar manner as occurs onto the subject site from 5 Argyle St. At the same time the properties will each receive ample sunlight until approximately 1.30pm on the 21 June.

Extending to be the equivalent of a two storey, at a depth of 13m into the site, the building may visually impact on the future neighbouring dwelling depending on the house design and window locations. The wall facing 7a Argyle Street will have three cladding types to visually break up the facade.

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**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

10.4.3 Site coverage and private open space for all dwellings

<p>Objective: To provide:</p> <ul style="list-style-type: none"> <li>(a) for outdoor recreation and the operational needs of the residents; and</li> <li>(b) opportunities for the planting of gardens and landscaping; and</li> <li>(c) private open space that is integrated with the living areas of the dwelling; and</li> <li>(d) private open space that has access to sunlight.</li> </ul>
<p><b>Consistent</b> There is a suitable area of open space available on site for use by the residents of the proposed dwelling for recreation and gardening.</p>
<p>A1 Dwellings must have:</p> <ul style="list-style-type: none"> <li>(a) a site coverage of not more than 50% (excluding eaves up to 0.6m); and</li> <li>(b) for multiple dwellings, a total area of private open space of not less than 60m<sup>2</sup> associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</li> <li>(c) a site area of which at least 25% of the site area is free from impervious surfaces.</li> </ul>
<p><b>Complies</b> The proposed dwelling has a roofed area of 173.28m<sup>2</sup> on the site of 454.5m<sup>2</sup> resulting in a site coverage of 38%. With a sealed driveway of approximately 56m<sup>2</sup> over 40% of the site is free from impervious surfaces.</p>
<p>A2 A dwelling must have an area of private open space that:</p> <ul style="list-style-type: none"> <li>(a) is in one location and is at least: <ul style="list-style-type: none"> <li>(i) 24m<sup>2</sup>; or</li> <li>(ii) 12m<sup>2</sup>, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</li> </ul> </li> <li>(b) has a minimum horizontal dimension of: <ul style="list-style-type: none"> <li>(i) 4m; or</li> <li>(ii) 2m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8 m above the finished ground level (excluding a garage, carport or entry foyer); and</li> </ul> </li> <li>(c) is directly accessible from, and adjacent to, a habitable room (other than a bedroom); and</li> <li>(d) is not located to the south, south-east or south-west of the dwelling, unless the area receives at least 3 hours of sunlight to 50% of the area between 9.00am and 3.00pm on the 21st June; and</li> <li>(e) is located between the dwelling and the frontage, only if the frontage is orientated between 30 degrees west of north and 30 degrees east of north, excluding any dwelling located behind another on the same site; and</li> <li>(f) has a gradient not steeper than 1 in 10; and</li> <li>(g) is not used for vehicle access or parking.</li> </ul>

**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

**Relies on Performance Criteria**

The terrain of the site results in the dwelling, where the floor level commences at street level, being two storey at the rear. As the lower ground floor area has yet to be nominated a designated use, the rear yard is not directly accessible from a habitable room. The rear yard is 8.26m deep x 15m wide where it falls away 2m.

Outdoor space is provided off the living area by an L-shaped deck surrounding the north eastern rear corner of the dwelling. It is 2.35m wide along the side of the dwelling and 3.1m at the rear.

P2 A dwelling must have private open space that:

(a) includes an area that is capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children's play and that is:

- (i) conveniently located in relation to a living area of the dwelling; and
- (ii) orientated to take advantage of sunlight.

**Complies**

The deck area off the living area is considered suitable for relaxation, dining and entertainment, along with a play area for young children that has more than suitable area of sunlight. The area of the rear yard offers space for landscaping to address the objective of the clause.

**10.4.4 Sunlight and overshadowing for all dwellings**

Objective:

To provide:

- (a) the opportunity for sunlight to enter habitable rooms (other than bedrooms) of dwellings; and
- (b) separation between dwellings on the same site to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space.

**Consistent**

The proposed living areas of the dwelling will receive a sufficient quantity of sunlight during the greater portion of the day.

A1 A dwelling must have at least one habitable room (other than a bedroom) in which there is a window that faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A).

**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

**Relies on Performance Criteria**

The orientation of the street is at 319 degrees. As the walls are parallel to the boundaries the windows within them are beyond 30 degrees of west and east of north.

P1 A dwelling must be sited and designed so as to allow sunlight to enter at least one habitable room (other than a bedroom).

**Complies**

While the orientation of the site and proposed dwelling do not allow windows within 30 degrees of north, the design of the dwelling allows the living areas to gain easterly sunlight of a morning and westerly sun in the afternoon.

**10.4.5 Width of openings for garages and carports for all dwellings**

**Objective:**

To reduce the potential for garage or carport openings to dominate the primary frontage.

**Consistent**

The proposed garage is constructed at the front of the site but the terrain of the hillside justifies the reduced setback.

A1 A garage or carport within 12m of a primary frontage (whether the garage or carport is free-standing or part of the dwelling) must have a total width of openings facing the primary frontage of not more than 6 m or half the width of the frontage (whichever is the lesser).

**Complies**

The garage is sited between 1m -1.5m off the front boundary but is orientated with the door opening being perpendicular to the frontage. While options of treatment to the front wall have been discussed during the processing of the application, planting along the frontage, to reduce the visual impact of a solid wall, has been agreed to.

**10.4.6 Privacy for all dwellings**

**Objective:**

To provide reasonable opportunity for privacy for dwellings.

**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

**Consistent**

Privacy for dwellings can be provided.

A1 A balcony, deck, roof terrace, parking space, or carport (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1 m above natural ground level must have a permanently fixed screen to a height of at least 1.7 m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a:

- (a) side boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 3m from the side boundary; and
- (b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of at least 4m from the rear boundary; and
- (c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6m:
  - (i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or
  - (ii) from a balcony, deck, roof terrace or the private open space, of the other dwelling on the same site.

**Relies on Performance Criteria**

The dwelling is within 3m of the side boundaries and the floor level of the main floor is over 1m above natural ground. The proposal does not meet the acceptable solution and, as such, the north western side elevation of the deck, off the dining room, must be considered for its potential impacts against the performance criteria.

P1 A balcony, deck, roof terrace, parking space or carport (whether freestanding or part of the dwelling) that has a finished surface or floor level more than 1 m above natural ground level, must be screened, or otherwise designed, to minimise overlooking of:

- (a) a dwelling on an adjoining lot or its private open space; or
- (b) another dwelling on the same site or its private open space; or
- (c) an adjoining vacant residential lot.

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**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

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**Complies****By imposition of a condition**

The existing dwelling on the adjoining site has two adjoining double hung windows and a single double hung window in the side elevation facing the proposed dwelling in the main level and a single width window on the lower floor. The single upper floor window is opposite the deck.

To protect privacy between properties a permanently fixed screen to a height of at least 1.7 m above the finished floor level, with a uniform transparency of no more than 25%, is to be imposed as a condition to meet the acceptable solution. The extent of overlooking between properties is reduced while views off the rear of the deck are still provided for residents. A screen can be achieved by opaque glazing where light can be maintained.

A2 A window or glazed door, to a habitable room, of a dwelling, that has a floor level more than 1 m above the natural ground level, must be in accordance with (a), unless it is in accordance with (b):

(a) The window or glazed door:

(i) is to have a setback of at least 3 m from a side boundary; and

(ii) is to have a setback of at least 4 m from a rear boundary; and

(iii) if the dwelling is a multiple dwelling, is to be at least 6 m from a window or glazed door, to a habitable room, of another dwelling on the same site; and

(iv) if the dwelling is a multiple dwelling, is to be at least 6 m from the private open space of another dwelling on the same site.

(b) The window or glazed door:

(i) is to be offset, in the horizontal plane, at least 1.5 m from the edge of a window or glazed door, to a habitable room of another dwelling; or

(ii) is to have a sill height of at least 1.7 m above the floor level or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level; or

(iii) is to have a permanently fixed external screen for the full length of the window or glazed door, to a height of at least 1.7 m above floor level, with a uniform transparency of not more than 25%.

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**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

**Relies on Performance Criteria**

As the dwelling is within 3m of the side boundaries and the floor level of the main floor is over 1m above natural ground, privacy requirements are required to be varied. Along the north western side elevation is the main bedroom suite with two windows that have sill heights of 1.5m requires assessment against the performance requirements.

Along the south eastern side is the garage, a bedroom, bathroom, the kitchen and the living room. Windows are proposed in the garage, the bedroom and bathroom. A sill height of 1.5m for the garage window requires assessment while the other two windows are both to be frosted and comply.

P2 A window or glazed door, to a habitable room of dwelling, that has a floor level more than 1 m above the natural ground level, must be screened, or otherwise located or designed, to minimise direct views to:

- (a) window or glazed door, to a habitable room of another dwelling; and
- (b) the private open space of another dwelling; and
- (c) an adjoining vacant residential lot.

**Complies  
By imposition of a condition**

The existing dwelling on the adjoining site has two adjoining double hung windows and a single double hung window in the side elevation facing the proposed dwelling in the main level and a single width window on the lower floor. The double window aligns with one of the proposed bedroom windows. The lower floor window should not be impacted.

The windows are separated by a distance of 4.5m. As the north western view from the proposed dwelling will be of the wall next door, overlooking is to be limited by a requirement for screening is to be imposed. A condition is proposed to ensure that privacy between properties is maintained.

The impact of the proposal on the vacant south eastern property is difficult. The orientation of the dwellings all have similar impacts on each other in respect of overlooking. The proposed window for the garage has a sill height of 1.5m. Given the use of the room no change to the window is considered necessary.

**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

**10.4.13 Location of car parking**

Objective:

To:

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

**Consistent**

Parking is adequately provided on site to relieve the street from vehicles and maximise safety for vehicles.

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

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

**Relies on Performance Criteria**

The garage attached to the dwelling is proposed within the front of the dwelling but is acceptable because of the sites terrain. It is located perpendicular to the frontage with the manoeuvring space behind the garage entrance.

P2 The location of car parking and turning areas must be safe, convenient and minimise the visual impact on the streetscape having regard to:

- (a) the visual impact of the car parking location viewed from the road;
- (b) access for users of the site;
- (c) pedestrian and vehicular traffic safety;
- (d) the nature and characteristics of the street;
- (e) the need for the location;
- (f) any landscaping of the car parking or turning area location; and
- (g) construction methods and pavement types.



**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

**Complies**

While turning on site is not necessary for only two vehicles, the garage design as proposed is sought by the new owner and must be considered against the performance criteria.

*(a) the visual impact of the car parking location viewed from the road;*

As the garage is proposed perpendicular the street the visual impact is altered as the doors are only visible driving southwards along the street. As there are only six dwellings located beyond the site the impact is satisfactory. Any visual impact of the sealed area at the rear of the garage is also minimised as it shielded by the garage.

*(b) access for users of the site;*

The provision of turning on site is to allow the occupant the ability to enter and leave the site in a forward direction in a street where a number of residents park their vehicles in the street and reduce the effective width of the street.

The design also seeks to provide residents with a level access and minimise the day to day use of stairs to access the principal living areas of the dwelling.

*(c) pedestrian and vehicular traffic safety;*

The street has only a footpath on the opposite side of the road so the location of the driveway and garage are not a concern for pedestrian safety.

As the property will have a maximum capacity of having four vehicles park on site loading of on-street parking is reduced.

*(d) the nature and characteristics of the street;*

The street has a no-through road status with a turning area provided at its north western end. Development in the street has a mixed character, partly in response to the terrain. On the opposite and higher side of the street most dwelling are located forward and higher on their site, other than the dwelling immediately opposite. Those on the same side are setback around 6m but set below the street and shielded by overgrown vegetation. The proposed garage will have medium height landscaping across the frontage and is not considered to be detrimental to the streetscape character.

*(e) the need for the location;*

As noted the design is sought to provide level and safe access for the residents of the future dwelling and to allow a preferred means of entering and exiting the site.

*(f) any landscaping of the car parking or turning area location;*

Landscaping is to be installed across the front of the garage between it and the street.

While not shown on the drawings this has always been the intent of the owners to do this.

A condition is recommended.

*and (g) construction methods and pavement types.*

A new driveway will be sealed and drained integral with the street.

**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

**E6.0 Parking and Sustainable Transport Code**

E6.1 The purpose of this provision is to:

- (a) ensure that an appropriate level of parking facilities are provided to service use and development;
- (b) ensure that cycling, walking and public transport are supported as a means of transport in urban areas;
- (c) ensure access for cars and cyclists and delivery of people and goods is safe and adequate;
- (d) ensure that parking does not adversely impact on the amenity of a locality;
- (e) ensure that parking spaces and accesses meet appropriate standards; and
- (f) provide for the implementation of parking precinct plans.

**Consistent**

An appropriate level of parking is proposed for residents along with at least one additional car park on site. The site is approximately 15 minutes' walk from the CBD via York Street steps and a bus stop is close by in Hill Street.

**E6.5 Use Standards**

**E6.5.1 Car parking numbers**

Objective:

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

**Consistent**

An appropriate level of on-site parking is proposed for residents.

A1 The number of car parking spaces must:

- (a) not be less than 90% of the requirements of Table E6.1 (except for dwellings in the General Residential Zone); or
- (b) not be less than 100% of the requirements of Table E6.1 for dwellings in the General Residential Zone; or
- (c) not exceed the requirements of Table E6.1 by more than 2 spaces or 5% whichever is the greater, except for dwellings in the General Residential Zone; or
- (d) be in accordance with an acceptable solution contained within a parking precinct plan.

**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

**Complies**

Table E6.1 requires single dwellings in the General residential zone to have two on-site car spaces for a dwelling with two bedrooms or more. Two car spaces are provided within the garage.

A2 The number of accessible car parking spaces for use by persons with a disability must be:

(a) for uses that require 5 or less parking spaces - 1 space; or

(b) for uses that require 6 or more parking spaces - in accordance with Part D3 of Volume 1 of the National Construction Code 2014.

**Complies**

An accessible space could be provided in the driveway for a person with a disability.

**E6.6 Development Standards**

**E6.6.1 Construction of parking areas**

**Objective:**

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

**Consistent**

The driveway and garage will be constructed to an appropriate standard.

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

(a) have a gradient of 10% or less;

(b) be formed and paved;

(c) be drained to the public stormwater system, or contain stormwater on the site;

(d) except for a single dwelling, and all uses in the Rural Resource, Environmental Management and Open Space zones, be provided with an impervious all weather seal; and

(e) except for a single dwelling, be line marked or provided with other clear physical means to delineate parking spaces.

**Complies**

The driveway and garage are proposed adjacent the frontage to provide level access and parking. The area will be suitably sealed and drained.

**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

E6.6.2 Design and layout of parking areas

**Objective:**

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

**Consistent**

The car parking is to be provided in the garage and will be convenient, safe and efficient.

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

- (a) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;
- (b) have a width of vehicular access no less than the requirements in Table E6.2, and no more than 10% greater than the requirements in Table E6.2;
- (c) have parking space dimensions in accordance with the requirements in Table E6.3;
- (d) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table E6.3 where there are 3 or more car parking spaces; and
- (e) have a vertical clearance of not less than 2.1 metres above the parking surface level.

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

A1.3 Accessible spaces for people with disability must be designated and signed as accessible spaces where there are 6 spaces or more.

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

**Complies**

Two car spaces are to be provided in the garage where the alignment of the garage is parallel to the street. The garage will be accessed over a sealed driveway and while not necessary, will allow for cars to turn on site and leave in a forward direction.

**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

**4. REFERRALS**

REFERRAL	COMMENTS
<b>INTERNAL</b>	
Roads and Hydraulics	Conditional consent provided. Conditions recommended in relation to the following are required: <ul style="list-style-type: none"> <li>• Damage to Council infrastructure</li> <li>• Works within/occupation of the road reserve</li> <li>• Basic - soil and water management plan</li> <li>• Urban - vehicular crossings</li> </ul>
Environmental Health	Conditional consent provided. Conditions recommended relating to the following are required: <ul style="list-style-type: none"> <li>• Amenity</li> <li>• No burning of wastes</li> </ul>
Parks and Recreation	N/A
Heritage/Urban Design	The impact of the dwelling is relatively significant. Possible change have been discussed including reducing the height along with the changes dealt with resulting from neighbour concerns.
Building and Plumbing	Standard notes apply.
<b>EXTERNAL</b>	
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 6 May 2015 to 19 May 2015. Three 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.

**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

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Individual discussions have been held with parties over the concerns raised. The suggestion, by one of the representors, to increase the setback along the south eastern elevation (7a Argyle Street) by 500mm to 1.5m was agreed to by the owner. If the floor area remained and the dwelling is moved closer to the north western boundary (5 Argyle St), resulting in a setback of 1.65m, this has implications for that neighbour. The change would slightly reduce the overshadowing that commences around 12.30pm to 7a Argyle Street to their benefit. The setbacks were discussed with the owner of 5 Argyle St and an email has confirmed a concern over any increase in setback and prefers the dwelling to remain with its original setbacks. To satisfy both neighbours and to allow for more compliant development a reduction in the width of the dwelling by 500mm to increase the south eastern setback and retain the north western setback is considered the most appropriate outcome. A condition has been recommended to reduce the width of the dwelling while retaining the side setbacks. The owner is yet to confirm agreement with the condition.

Further privacy concerns of 5 Argyle Street was the potential for overlooking off the proposed deck. A 1.7m high screen is proposed along the north western side of the deck to provide privacy to the neighbour. This also protects the privacy of the new residents of the proposed dwelling.

The owner is yet to confirm agreement with the conditions (11/6/2015).

The matter regarding the 1m setback of the garage from the street was discussed with the representors who acknowledged the provision in the scheme regarding the requirements for steeper sites.

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**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

ISSUE	COMMENTS
No objection to the current plans but wish to be advised if any modifications are proposed as a result of representations.	Another representation has sought a movement of 500mm to increase to the south eastern side boundary setback. This results in decrease to the setback on the other boundary. The writer was overseas and discussions were unable to be held simultaneously. An encroached of a further 500mm is not agreed to. This is suitably acknowledged.
Concerned of 1m proximity of the proposed dwelling to the south eastern side boundary given the depth of the proposed dwelling. Could this be increased to 1.5m?	The owner is agreeable to the increase in the setback to the south east. The change would slightly reduce the overshadowing that commences around 12.30pm and, but as noted above would increase the visual impact to and potential overlooking of the north western side neighbour. To satisfy both neighbours and to allow for more compliant development a reduction in the width of the dwelling by 500mm to increase the south eastern setback and retain the north western setback is considered the most appropriate outcome.
The 1m setback for the garage component of the dwelling is too close to the street, impinging on traffic safety and visibility. Argyle St narrows to its north western end. The reduced setback also impacts on the streetscape as all other dwellings are further setback. In addition, positioning of the garage perpendicular to the street allows vehicles to turn on site and leave the site in a forward direction. If the terrain facilitated the garage being setback it would likely result in cars backing out into the street.	As the site falls away nominally 3m in the first 10m of the site's depth the 1m setback complies with acceptable solution at clause D10.4.2 A2. In addition, the street is a cul-de-sac and not subject to through traffic. The street is considered to be safe and while the street may be narrow this requires drivers to be more careful.
The building envelope on the north eastern elevation is incorrect and drawn off a higher base than the existing ground line. Can this be clarified?	A check of the drawings has been undertaken, primarily by checking the shadows. The shadows drawings appear correct.
The estimated cost of the development was under quoted.	Noted.

**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

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**6. CONCLUSION**

Subject to the recommended conditions, it is considered that the proposal complies with the Scheme and it is appropriate to recommend for approval.

**ECONOMIC IMPACT:**

The Launceston Interim Planning Scheme 2015 contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such economic impacts have been considered.

**ENVIRONMENTAL IMPACT:**

The Launceston Interim Planning Scheme 2015 contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such environmental impacts have been considered.

**SOCIAL IMPACT:**

The Launceston Interim Planning Scheme 2015 contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such social impacts have been considered.

**STRATEGIC DOCUMENT REFERENCE:**

Launceston Interim Planning Scheme 2015.

**BUDGET & FINANCIAL ASPECTS:**

N/A

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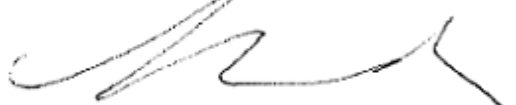
**7.2 7 Argyle Street, West Launceston - Residential single dwelling; construction and use of a dwelling...(Cont'd)**

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**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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



**Leanne Hurst: Director Development Services**

**ATTACHMENTS:**

All attachments have been circulated separately.

1. Locality Map
  2. Plans
  3. Representations
-

**8 ANNOUNCEMENTS BY THE MAYOR**

**8.1 Mayor's Announcements**

**FILE NO:** SF2375

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**Thursday 11 June 2015**

- Attended TasNetworks Bell Bay Aluminium Business Excellence Awards 2015

**Saturday 13 June 2015**

- Attended Northonian Back To North Day

**Sunday 14 June - Wednesday 17 June 2015**

- Officially started B&E Launceston Ten Running Festival
- Attended Boer War Commemorative Day
- Attended National General Assembly of Local Government (Canberra)

**Friday 19 June 2015**

- Attended TCCI Breakfast with Frank Costa AO
- Attended Bhutanese Celebration of Settlement in Tasmania
- Attended National Joblink and MRC Photo Album Handover event
- Attended Farewell Function for Chairman of the Launceston Airport Board, Chris Woodruff

**Saturday 20 June 2015**

- Attended Emily's Voice and Babymum Fundraising Dinner
-

**9 ALDERMEN'S/DELEGATES' REPORTS**

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**10 QUESTIONS BY ALDERMEN****10.1 Questions on Notice - Alderman R J Sands - 9 June 2015****FILE NO:** SF2375**AUTHOR:** Alderman R J Sands**GENERAL MANAGER:** Robert Dobrzynski (General Manager)

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**DECISION STATEMENT:**

To consider Questions on Notice raised by Alderman R J Sands in accordance with the requirements of Section 30 of the *Local Government (Meeting Procedures) Regulations 2005*.

**QUESTIONS AND RESPONSE:**

Questions from Alderman R J Sands (recorded exactly as received) and responses from Mayor Alderman A M van Zetten:

Questions by Ald R.J.Sands to the Mayor Ald Van Zetten for the meeting 9.6.15. clarification of answers from the 25.5.15

1. I would like you to clarify your answer to question 5, your response was "sent in error", my question was "what was the purpose of sending me an email" You failed to actually answer the question.

2&3 deleted

4. Your answer to question 29 "disappointed at being wrongly accused"

My question to you is quite simply this " How do you interpret my questions as being accusatorial, when they are simply basic questions of enquiry not accusations?

5. Your answer to question 37 "Did you hope to embarrass me in front of members of staff?"

Your answer NO.

My question therefore is this "what did you hope to achieve then?"

An additional question is this:

Can you explain to me please, if you had nothing to do with the email how did you have knowledge that it was planned to present it to me at the SPPC meeting? Your initial response and answer makes no sense at all?

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**10.1 Questions on Notice - Alderman R J Sands - 9 June 2015...(Cont'd)**

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Questions relating to the report from Andrew Cameron.

6. In relation to your response to my question on the 23.3.15

"Why wasn't it done why didn't you intervene as mayor of the city when this came to be"  
Your answer "I followed the procedure of the council through the committee Ald Sands.

7. MY question to you Mayor is this "Can you please explain to me the "procedure of the council through the committee"

8. Can you explain to me where in any council protocol there is a section that endorses keeping a report from an independent consultant in your office for 14 months?

9. Why did you keep this report from us for 14 months?

10. Do you understand that you denied this young woman a speedy resolution to a serious allegation by keeping this report concealed?

11. The only committee member at the time who wanted the report released at a meeting on the 28.10.13 was Deputy Mayor Ball? Is that correct?

12. Yourself. Ald Peck. Ald Waddle and Ald Cox Voted not to release the report why did you vote that way and what was your reasoning?

15. Do you agree that to suppress the report and not release it was the wrong decision with the benefit of hindsight?

16. Are you comfortable with having been involved in the suppression of this report for such a long time, after it was sent to you?

17 Do you understand and realise that if Miss Tourancheau had not sent all alderman the email we would not be aware of your actions and those of the committee?

18. I have been in contact with Phillip Hoysted the Director of local government and he also expressed concern as to why the report was not released? Do you have any comment as to why he would be concerned.?

19. I have also been in contact with the Minister asking for a review of this matter do you have any comment?

20. Do you really understand as the Mayor of this city what you were instrumental in doing, in company with others?

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**10.1 Questions on Notice - Alderman R J Sands - 9 June 2015...(Cont'd)**

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21. If a formal public enquiry is sought and initiated, would you be comfortable with that process to actually find out what actually transpired from the date of the report being received and the note in the report on 28.10.13 asking "Mayor how can we prevent this report from being released?"

Ald Sands 9.6.15

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**10.1 Questions on Notice - Alderman R J Sands - 9 June 2015...(Cont'd)**

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**RESPONSE:**

Response to questions by Alderman R J Sands to Mayor Albert van Zetten for the meeting 9.6.15 (questions seeking purported clarification of answers from the 25.5.15)

I decline to answer any and all of the questions posed by Alderman R J Sands numbered 1 - 21 dated 9 June 2015.

My reasons for declining to answer the questions on notice are as follows:-

1. There is no mandated obligation upon me under the Local Government (Meeting Procedures) Regulations 2005 to answer a question put on notice in accordance with regulation 30, merely that if I do intend to answer a question on notice I shall do so in writing.
2. The questions posed are infected by statements which are wrongfully and inappropriately:
  - Argumentative;
  - Contain adverse imputations; and
  - Draw adverse inferences concerning my conduct.
3. The questions are of a repetitive nature and in an interrogation style sequence which I regard as oppressive, intimidating and which in my view constitute harassment given that I have attempted to answer a previous set of 37 questions from Alderman Sands from the meeting 25 May 2015.
4. Having regard to their content and interrogative nature, I have received advice that the conduct of Alderman Sands imposing these questions of me on notice constitutes a breach of the standard of conduct required of Alderman (Standard of Conduct 7) in the City of Launceston Code of Conduct for Aldermen.

For all of the above reasons I decline and refuse to answer any further questions from Alderman Sands in relation to this matter.

Albert van Zetten  
**MAYOR**

15 June 2015

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**10.1 Questions on Notice - Alderman R J Sands - 9 June 2015...(Cont'd)**

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**REPORT:**

Questions on Notice raised by Alderman R J Sands were directed to the Mayor Alderman A M van Zetten for response. The Mayor Alderman A M van Zetten provided written response.

**ECONOMIC IMPACT:**

N/A

**ENVIRONMENTAL IMPACT:**

N/A

**SOCIAL IMPACT:**

N/A

**STRATEGIC DOCUMENT REFERENCE:**

N/A


**BUDGET & FINANCIAL ASPECTS:**

N/A

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
**Robert Dobrzynski: General Manager**

**ATTACHMENTS:**

1. Questions on Notice from Alderman R J Sands
  2. Response to Questions on Notice from the Mayor Alderman A M van Zetten
-



/////Questions by Ald R.J.Sands to the Mayor Ald Van Zetten for the meeting 9.6.15. clarification of answers from the 25.5.15

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Your answer NO.

My question therefore is this "what did you hope to achieve then?"

An additional question is this:

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"Why wasn't it done why didn't you intervene as mayor of the city when this came to be"

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8. Can you explain to me where in any council protocol there is a section that endorses keeping a report from an independent consultant in your office for 14 months?

9. Why did you keep this report from us for 14 months?

10. Do you understand that you denied this young woman a speedy resolution to a serious allegation by keeping this report concealed?

11. The only committee member at the time who wanted the report released at a meeting on the 28.10.13 was Deputy Mayor Ball? Is that correct?

12. Yourself. Ald Peck. Ald Waddle and Ald Cox Voted not to release the report why did you vote that way and what was your reasoning?

15. Do you agree that to suppress the report and not release it was the wrong decision with the benefit of hindsight?

16. Are you comfortable with having been involved in the suppression of this report for such a long time, after it was sent to you?

17 Do you understand and realise that if Miss Tourancheau had not sent all alderman the email we would not be aware of your actions and those of the committee?

18. I have been in contact with Phillip Hoysted the Director of local government and he also expressed concern as to why the report was

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19. I have also been in contact with the Minister asking for a review of this matter do you have any comment?

20. Do you really understand as the Mayor of this city what you were instrumental in doing, in company with others?

21. If a formal public enquiry is sought and initiated, would you be comfortable with that process to actually find out what actually transpired from the date of the report being received and the note in the report on the 28.10.13 asking "Mayor how can we prevent this report from being released?"

Ald Sands 9.6.15

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15 June 2015

**Response to questions by Alderman R J Sands to Mayor Albert van Zetten for the meeting 9.6.15 (questions seeking purported clarification of answers from the 25.5.15)**

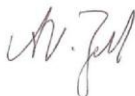
**Response:**

I decline to answer any and all of the questions posed by Alderman R J Sands numbered 1 - 21 dated 9 June 2015.

My reasons for declining to answer the questions on notice are as follows:-

1. There is no mandated obligation upon me under the Local Government (Meeting Procedures) Regulations 2005 to answer a question put on notice in accordance with regulation 30, merely that if I do intend to answer a question on notice I shall do so in writing.
2. The questions posed are infected by statements which are wrongfully and inappropriately:
  - Argumentative;
  - Contain adverse imputations; and
  - Draw adverse inferences concerning my conduct.
3. The questions are of a repetitive nature and in an interrogation style sequence which I regard as oppressive, intimidating and which in my view constitute harassment given that I have attempted to answer a previous set of 37 questions from Alderman Sands from the meeting 25 May 2015.
4. Having regard to their content and interrogative nature, I have received advice that the conduct of Alderman Sands imposing these questions of me on notice constitutes a breach of the standard of conduct required of Alderman (Standard of Conduct 7) in the City of Launceston Code of Conduct for Aldermen.

For all of the above reasons I decline and refuse to answer any further questions from Alderman Sands in relation to this matter.



Albert van Zetten  
**MAYOR**

15 June 2015

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**11 COMMITTEE REPORTS****11.1 Audit Panel Meeting - 28 May 2015****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 Panel following the meeting on 28 May 2015.

**RECOMMENDATION:**

That the report from the Audit Panel meeting held on 28 May 2015 be received.

---

**REPORT:****6.2 Internal Audit**Details:

The Internal Auditors attended and discussed their Fraud Management and Prevention Report.

Action:

The Panel received the report.

**6.3 External Audit**Details:

The Deputy Auditor General joined the meeting by phone and the Senior Audit Manager attended in person. Key milestones for the 2014/15 audit were discussed along with the key issues for the 2014/15 financial year.

Action:

The Panel received the report.

---

**11.1 Audit Panel Meeting - 28 May 2015...(Cont'd)**

---

**9.1 Budget Amendments**Details:

The Panel received the report that detailed the projects that need to be reclassified from Capital to Operations and Operations to Capital, adjustments to reflect external funds granted and approve the use of surplus funds from the current year to fund Seaport substructure strengthening, to comply with the Asset Capitalisation Framework and the requirements of section 82 of the *Local Government Act 1993*.

Action:

The Panel recommended to the Council that the changes be approved.

**9.2 Budget Reallocations**Details

The Panel received the report on transfers within the budget that do not require a change to the total budget.

Action:

The Panel noted the reallocations and transfers.

**9.3 - 10.4 Financial Reports**Details:

The Panel received the Operating and Capital reports together with reports on Debtors and Investments.

Action:

The Panel noted the reports.

**ECONOMIC IMPACT:**

No economic impact.

**ENVIRONMENTAL IMPACT:**

No environmental impact.

**SOCIAL IMPACT:**

No social impact.

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**11.1 Audit Panel Meeting - 28 May 2015...(Cont'd)**

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**STRATEGIC DOCUMENT REFERENCE:**

Priority Area 5: Governance Services.

5.1.4 Ensure the city is managed in a financially sustainable manner.

**BUDGET & FINANCIAL ASPECTS:**

The Audit Panel reviews reallocations made within the existing budget and makes a recommendation to the Council for those items that require a change to the budget pursuant to section 82 of the *Local Government Act 1993*.

The budget adjustment consideration of this item has been approved by the Director Corporate Services.

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
**Michael Tidey: Director Corporate Services**

## COUNCIL AGENDA

Monday 22 June 2015

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### 12 COUNCIL WORKSHOPS

#### 12.1 Council Workshops - 15 June 2015

**FILE NO:** SF4401

**AUTHOR:** Anthea Rooney (Committee Clerk)

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

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#### **DECISION STATEMENT:**

To consider the Council Workshops conducted on 15 June 2015.

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

N/A

#### **RECOMMENDATION:**

That Council notes the Council Workshops held on 15 June 2015.

---

#### **REPORT:**

The following Council Workshops held on 15 June 2015:

- Tamar Natural Resources Management
- UTAS Inveresk Campus Design
- Launceston CityHeart Briefing

#### **ECONOMIC IMPACT:**

N/A

#### **ENVIRONMENTAL IMPACT:**

N/A

#### **SOCIAL IMPACT:**

N/A

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12.1 Council Workshops - 15 June 2015...(Cont'd)

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**STRATEGIC DOCUMENT REFERENCE:**

N/A

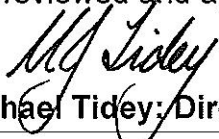
**BUDGET & FINANCIAL ASPECTS:**

N/A

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
Michael Tidey: Director Corporate Services

**13    PETITIONS**

Nil

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**14 NOTICES OF MOTION - FOR CONSIDERATION****14.1 Notice of Motion - Alderman E K Williams - Changes to Federal Arts Funding****FILE NO:** SF5547**AUTHOR:** Alderman E K Williams**GENERAL MANAGER:** Robert Dobrzynski (General Manager)

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**DECISION STATEMENT:**

To consider a Notice of Motion from Alderman E K Williams regarding changes to Federal Arts funding.

**RECOMMENDATION:**

**Part 1:** That the City of Launceston make urgent approaches to both the Federal Government and the State Government respectfully seeking assurances that recent federal funding changes to arts initiatives will not adversely impact upon or disadvantage key local arts groups from convening viable arts activities and events within the City and region.

**Part 2:** That the City of Launceston seeks to see the potential impact of federal arts funding changes is raised at the State Annual LGAT Conference.

---

**REPORT:**

Launceston has a vibrant arts community that demonstrably benefits the city and region in economic, social and cultural ways. Federal funding provides a secure platform for these activities, and this support is valuable in leveraging further investment from the State, local government and other partners. With recent changes to the delivery of federal arts funding previously administered through the Australia Council, there is uncertainty around the future of funding for a number of key local initiatives and programs. Our local community sees value in these programs continuing, and therefore Council is in a position to seek some clarity and assurance around the Federal Government's on-going commitment to regional investment in the arts, for the benefit of Launceston and our surrounding region.

**ECONOMIC IMPACT:**N/A

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**14.1 Notice of Motion - Alderman E K Williams - Changes to Federal Arts Funding...(Cont'd)**

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**ENVIRONMENTAL IMPACT:**

N/A

**SOCIAL IMPACT:**

N/A

**STRATEGIC DOCUMENT REFERENCE:**

N/A

**BUDGET & FINANCIAL ASPECTS:**

N/A

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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



**Robert Dobrzynski: General Manager**

**ATTACHMENTS:**

1. Notice of Motion - Alderman E K Williams - Changes to Federal Arts Funding
-

## LAUNCESTON CITY COUNCIL

### MEMORANDUM

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FILE NO: SF5547 / SF0200  
EM  
DATE: 3 June 2015

TO: Robert Dobrzynski                      General Manager  
c.c.      Committee Clerks

FROM: Emma Williams                      Alderman

**SUBJECT: Notice of Motion – Changes to Federal Arts Funding**

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In accordance with Clause 16 (5) of the Local Government Regulations 2005 (Meeting Procedures) please accept this Notice of Motion for placement on the agenda of the Meeting of Council to be held on Monday 22 June 2015.

#### Motion

**Part 1:** That the City of Launceston make urgent approaches to both the Federal Government and the State Government respectfully seeking assurances that recent federal funding changes to arts initiatives will not adversely impact upon or disadvantage key local arts groups from convening viable arts activities and events within the City and region.

**Part 2:** That the City of Launceston seeks to see the potential impact of federal arts funding changes is raised at the State Annual LGAT Conference.

#### Background

Launceston has a vibrant arts community that demonstrably benefits the city and region in economic, social and cultural ways. Federal funding provides a secure platform for these activities, and this support is valuable in leveraging further investment from the State, local government and other partners. With recent changes to the delivery of federal arts funding previously administered through the Australia Council, there is uncertainty around the future of funding for a number of key local initiatives and programs. Our local community sees value in these programs continuing, and therefore Council is in a position to seek some clarity and assurance around the Federal Government's on-going commitment to regional investment in the arts, for the benefit of Launceston and our surrounding region.

#### Attachments

NIL



**Alderman Emma Williams**

**DIRECTORATE AGENDA ITEMS****15 DEVELOPMENT SERVICES****15.1 Business Events Tasmania Funding Increase Request****FILE NO:** SF2532**AUTHOR:** Wendy Newton (Manager Community, Tourism and Events)**DIRECTOR:** Leanne Hurst (Director Development Services)

---

**DECISION STATEMENT:**

To consider additional funding of \$5,000 to Business Events Tasmania from \$25,000 to \$30,000 for 2015/16.

**PREVIOUS COUNCIL CONSIDERATION:**

Strategic Policy and Planning Committee meeting presentation on 18 May 2015.

**RECOMMENDATION:**

That Council does not approve additional funding of \$5,000 to Business Events Tasmania and retains the current funding level of \$25,000 in the 2015/16 Budget.

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**REPORT:**

Business Events Tasmania (BET) is the peak organisation for the business events sector in Tasmania. BET is a membership-based organisation that acts as a convention bureau – a not-for-profit, sales and marketing organisation, whose primary role is to market the destination's business event credentials nationally and internationally, and to work with event planners to bring their event into the destination.

In its presentation to the Strategic Policy and Planning Committee on 18 May 2015, BET requested additional funding of \$5,000 for the 2015/16 financial year. Currently, BET receives an annual funding contribution of \$25,000 from the City of Launceston.

BET has requested the additional funding to maximise the effectiveness of the Launceston-based Business Development Manager to target conferences for the region and build on its existing strategies. Specifically, to help facilitate more in-market activity to promote Launceston, including:

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**15.1 Business Events Tasmania Funding Increase Request...(Cont'd)**

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- Attendance at national trade shows;
- Representation at key in-market events; and
- To cover general increases in ongoing costs.

BET has successfully advocated for the State Government to contribute \$100,000 over two years to predominantly fund the newly created Launceston-based business development position. BET is now lobbying the State Government to continue funding over the longer-term from September 2016. BET has advised that the increase in contribution of \$5,000 will enable the business development role to increase from 3.5 to 4 days per week, with the aim of generating and converting bids/ conference business to Launceston and the North, along with building on existing strategies. BET is also keen to progress a three-year MOU with the City of Launceston to develop a partnership on key initiatives to strategically grow the conference sector in Launceston and the North.

Under current advice, Hobart City Council will be increasing their funding from \$92,500 p.a. to \$100,000 and it is expected that Meander Valley Council will be increasing their funding by \$2,000 for a combined contribution from West Tamar and Meander Valley Councils of \$14,000.

A budget of \$25,000 has been allocated in the 2015/16 Draft budget which has already been out for public display. Given the lateness of the request and the lost opportunity to seek public comment on the proposed increase, it is not recommended that the requested \$5,000 adjustment to the 2015/16 Draft Budget be made.

**ECONOMIC IMPACT:**

Maintaining the current level of funding will continue to support City of Launceston's partnership with BET and its effectiveness in attracting business events to the City.

**ENVIRONMENTAL IMPACT:**

N/A

**SOCIAL IMPACT:**

N/A

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**15.1 Business Events Tasmania Funding Increase Request...(Cont'd)**

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**STRATEGIC DOCUMENT REFERENCE:**

Strategic Plan 2014-24 Priority Area 7: A city that stimulates economic activity and vibrancy  
Events Strategy 2012-15

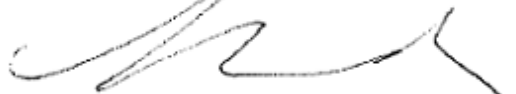
**BUDGET & FINANCIAL ASPECTS:**

N/A

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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



**Leanne Hurst: Director Development Services**

**ATTACHMENTS**

1. Business Events Tasmania's Funding Submission to the Launceston City Council for the 2015/16 Financial Year (circulated separately).
-



**16 FACILITIES MANAGEMENT**

No Reports

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**17 QUEEN VICTORIA MUSEUM AND ART GALLERY****17.1 QVMAG Positions and Awards Policy (22-Plx-002)****FILE NO:** SF1005**AUTHOR:** Martin George (Collections and Research Manager)**DIRECTOR:** Richard Mulvaney (Director Queen Victoria Museum and Art Gallery)

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**DECISION STATEMENT:**

To consider the QVMAG Research Committee Policy (22-Plx-002).

**PREVIOUS COUNCIL CONSIDERATION:**

Council approved the previous version of this policy on 24 September 2007.

**RECOMMENDATION:**

That Council approve QVMAG Research Committee Policy (22-Plx-002).

**PURPOSE:**

To allow the City of Launceston to recognise the significant role:

- That members of our community can make to the objectives of the Queen Victoria Museum and Art Gallery (QVMAG) through their own research projects.
- That members of the QVMAG staff have made to the Museum over an extended period.

**SCOPE:**

The policy applies to the operation of the QVMAG.

**POLICY:**

The City of Launceston is appreciative of the significant role that members of the community can make to the objectives of the Museum through their own research projects and/or specific professional expertise that is not regarded as forming part of a normal QVMAG position.

The City of Launceston recognises the contribution of such researchers by appointing them to the position of Honorary Associate. The conditions of appointment to this position and the level of support provided by the QVMAG are to be determined on an individual basis by the Director. The appointment will be reviewed on a yearly basis, and in any case the appointment will be discontinued in the event that an individual becomes no longer associated with the QVMAG.

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**17.1 QVMAG Positions and Awards Policy (22-Plx-002)...(Cont'd)**

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The City of Launceston is appreciative of the significant role that members of the QVMAG's staff have made to the QVMAG over an extended period.

The City of Launceston recognises the contribution of such former Museum staff members by appointing them also to the abovementioned position of Honorary Associate.

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**REPORT:**

This policy deals with the assessment of gifts to the Museum for research. The policy has been updated to reflect the fact that it must refer to the Income Tax Assessment Act 1997; and that it was necessary to replace the reference to section 73A of the Income Tax Assessment Act 1936 with a reference to divisions 30 and 355 of the 1997 Act.

**ECONOMIC IMPACT:**

Consideration contained in Report

**ENVIRONMENTAL IMPACT:**

Consideration contained in Report

**SOCIAL IMPACT:**

Consideration contained in Report

**STRATEGIC DOCUMENT REFERENCE:**

QVMAG Strategic Plan 2012-2017

**BUDGET & FINANCIAL ASPECTS:**

N/A

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**17.1 QVMAG Positions and Awards Policy (22-Plx-002)...(Cont'd)**

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**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
**Richard Mulvaney: Director Queen Victoria Museum & Art Gallery**

**ATTACHMENTS:**

1. QVMAG Research Committee Policy (07-Plx-006)
-

City of Launceston  
Reference No. 22-Plx-002  
Version: Draft 15/06/2015  
Approved By: Council

---

## **QVMAG Positions and Awards Policy**

### **PURPOSE:**

To allow the City of Launceston to recognise the significant role:

- That members of our community can make to the objectives of the Queen Victoria Museum and Art Gallery (QVMAG) through their own research projects.
- That members of the QVMAG staff have made to the Museum over an extended period.

### **SCOPE:**

The policy applies to the operation of the QVMAG.

### **POLICY:**

The City of Launceston is appreciative of the significant role that members of the community can make to the objectives of the Museum through their own research projects and/or specific professional expertise that is not regarded as forming part of a normal QVMAG position.

The City of Launceston recognises the contribution of such researchers by appointing them to the position of Honorary Associate. The conditions of appointment to this position and the level of support provided by the QVMAG are to be determined on an individual basis by the Director. The appointment will be reviewed on a yearly basis, and in any case the appointment will be discontinued in the event that an individual becomes no longer associated with the QVMAG.

The City of Launceston is appreciative of the significant role that members of the QVMAG's staff have made to the QVMAG over an extended period.

The City of Launceston recognises the contribution of such former Museum staff members by appointing them also to the abovementioned position of Honorary Associate.

City of Launceston  
Reference No. 22-Plx-002  
Version: Draft 15/06/2015  
Approved By: Council

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## **QVMAG Positions and Awards Policy**

***PRINCIPLES:***

Council's Organisational Values apply to all activities.

***RELATED POLICIES & PROCEDURES:***

N/A.

***RELATED LEGISLATION:***

N/A.

***REFERENCES:***

N/A.

***DEFINITIONS:***

N/A.

***REVIEW:***

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

City of Launceston  
 Reference No. 22-Plx-002  
 Version: Draft 15/06/2015  
 Approved By: Council

## QVMAG Positions and Awards Policy

### DOCUMENT INFORMATION:

<b>Reference Number.</b>	22-Plx-002
<b>Version:</b>	Draft 15/06/2015
<b>Review:</b>	Five years from date of approval
<b>Key Function:</b>	Personnel
<b>System:</b>	N/A
<b>Document Type:</b>	Policy
<b>Responsible Directorate:</b>	Queen Victoria Museum & Art Gallery
<b>Approved by:</b>	Council
<b>Action Officer:</b>	Richard Mulvaney
<b>Text Search Key Words</b>	Positions Awards Research Associate Emeritus Curator

<b>To be Communicated To:</b> <i>(To be identified by Action Officer or Approver)</i>  (Insert ✓ in relevant row)	Department/Area only
	Directorate via Director and Managers
	Specific Areas:
	<input checked="" type="checkbox"/> Council-wide <input checked="" type="checkbox"/> Council Website
	Intranet

<b>Hard Copy Distribution</b>	
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**17.2 QVMAG Collection Policy (07-Plx-xxx)****FILE NO:** SF5784**AUTHOR:** Martin George (Collections and Research Manager)**DIRECTOR:** Richard Mulvaney (Director Queen Victoria Museum and Art Gallery)

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**DECISION STATEMENT:**

To consider the QVMAG Collection Policy, comprising the revised Acquisitions and Deaccessioning policies in one document.

**PREVIOUS COUNCIL CONSIDERATION:**

Council previously adopted two policies: Museum Acquisitions Policy (07-PI-002) on 22 October 2007 and Museum Deaccessioning Policy (07-PI-003) on 24 September 2007.

**RECOMMENDATION:**

That Council make redundant the following two policies:

- a) the Museum Acquisition Policy (07-PI-002)
- b) the Deaccessioning Policy (07-PI-003)

That Council approve the QVMAG Collection Policy (07-Plx-xxx) as follows:

**Introduction**

Museums and art galleries have a very distinctive role in collecting, preserving, researching and communicating to the wide community, students and scholars original evidence of our natural and cultural heritage.

The origins of the collections of the Queen Victoria Museum and Art Gallery (QVMAG) date back to the middle of the nineteenth century. Since that time, they have developed as an important component of Tasmania's and Australia's natural and cultural heritage.

**Principles**

1. The QVMAG makes acquisitions consistent with its mission, which is:

*To be a leader in the intellectual and creative development of Launceston and the State by increasing our enjoyment and understanding of our natural and cultural heritage.*

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**17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)**

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2. The QVMAG's collections are made for the following purposes:
    - (a) To be an archival record of
      - (i) the artistic heritage of the people of Tasmania
      - (ii) the material culture of the peoples who now and previously inhabited Tasmania and adjacent lands
      - (iii) the living and past faunas and floras of Tasmania and adjacent lands and seas
      - (iv) the minerals and rocks that make up Tasmania
    - (b) To be a source of material for researching the fields of the Arts, History and Science.
    - (c) To be a source of materials and ideas for educational programs, particularly exhibitions.
  3. The City of Launceston, as owner of the QVMAG, will adopt and publish a written statement of its acquisition policy in respect of works of art and museum specimens. Acquisition outside the stated policy shall only be made in exceptional circumstances.
  4. The City of Launceston supports the principles of the UNESCO Convention on the means of prohibiting and preventing the illicit import, export and transfer of ownership of Cultural Property, 1970, acceded to by Australia in 1990.
  5. The City of Launceston will not acquire, whether by purchase, gift, bequest or exchange any work of art or object unless the responsible officer is satisfied that the QVMAG can acquire a valid title to the specimen in question, and that, in particular, it has not been acquired in, or exported from, its country of origin (and/or any intermediate country in which it may have been legally owned) in violation of that country's laws or in contravention of cultural material protocols.
  6. So far as biological and geological material is concerned, the City of Launceston will not acquire by any direct or indirect means any specimen that has been collected, sold or otherwise transferred in contravention of any national or international wildlife protection or natural history conservation law or treaty of Australia or any other country, except with the express consent of an appropriate outside authority.
  7. If appropriate and feasible, the same tests as are outlined in paragraphs 5 and 6 above will be applied in determining whether to accept loans for exhibitions or other purposes.
-

**17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)**

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8. The City of Launceston recognises the need for cooperation and consultation between museums and art galleries with similar or overlapping interests and collecting policies, and will seek to consult with such institutions both on specific acquisitions where a conflict of interest is thought possible, and, more generally, on defining areas of specialisation.

**Acquisitions****1.0 Introduction**

- 1.1 The QVMAG has a special responsibility to preserve and exhibit material evidence of the natural and cultural history of Tasmania. The QVMAG Collection Policy recognises this as its primary responsibility, and recognises that in some collections there will be a northern Tasmanian emphasis. However, in some areas a better understanding of Tasmania's natural and cultural heritage will be provided by the acquisition of material from beyond the State. For this reason as well as for historic reasons, the QVMAG already has significant collections of material from beyond Tasmania. Such areas are closely defined in this Collection Policy.

- 1.2 In developing its collections, the QVMAG will:

- reflect the cultural, scientific and natural diversity of Tasmania
- reflect the histories and experiences of Tasmanian culture within a national and international framework
- seek to research, document and maintain the collections to the highest standards resources permit
- aim to make the collections accessible through physical and electronic means.

- 1.3 All objects considered for acquisition will be first documented through the QVMAG's acquisition proposal process, which is separate from this policy. This process sets out the procedure through which the QVMAG acquires objects for every collection area.

In particular, the suitability of all proposed objects will be assessed against any stated selection criteria for each collection area. In acquiring objects for its collections, the QVMAG shall consider items for which it can adequately care and store and which are not beyond recognisably achievable conservation requirements.

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**17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)**

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1.4 The QVMAG recognises the need to describe the significance of the objects in its collection using a consistent and widely accepted methodology. As part of the acquisition process, each object entering the collection of the QVMAG will be considered in terms of its historic, aesthetic, scientific and social values to determine how its meaning is understood by people and by communities. To achieve this, the QVMAG will follow the principles and guidelines set out in *Significance 2.0: a guide to assessing the significance of collections*, by Roslyn Russell and Kylie Winkworth, available on the internet at <http://www.environment.gov.au/heritage/publications/significance2-0/>.

**2.0 Collections**

The QVMAG's collections are managed in four broad collecting areas:

- Science
- Art
- History
- Library

**2.1 Science**

Science collections within the QVMAG cover five distinct areas, each with its own collection goals and spheres of specialisation. These are:

**(a) Zoology**

Comprehensive collections of Tasmanian vertebrate and invertebrate fauna, including introduced species, with specialist research collections from the remainder of Australia and beyond in molluscs, spiders and mammalian ectoparasites.

**(b) Botany**

Comprehensive collections of Tasmanian plants, including significant historical holdings.

**(c) Geology**

Mineral and rock collections from throughout Tasmania with important comparative material from interstate and overseas.

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**17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)**

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**(d) *Palaeontology***

A significant collection of fossils from Tasmania and important vertebrate fossil material from elsewhere in and beyond Australia.

**(e) *Astronomy***

This collection includes meteorite and tektite material (which form part of the Geology collections), and Tasmanian professional and amateur instrumentation.

**Collection of Natural Science Specimens**

Subject to nature conservation interests, the QVMAG will continue to collect all kinds of evidence of Tasmanian geology, flora and fauna for display, study, reference and educational purposes. It is expected that the primary source of such material will be controlled and properly documented field collecting by Government Agencies, QVMAG staff and research associates. However, acquisition (by purchase if necessary) of important private or historic collections of Tasmanian natural science material of all kinds (including records) is of great importance.

Individual specimens or collections of material from elsewhere in Australia will be acquired for education, exhibitions and research where they enable a better understanding of Tasmania's natural history.

**2.2 Art**

The Art collection has five principal components, each of which has its own distinct collection policy. These components are:

**(a) *Colonial Art***

This collection documents the artistic and cultural heritage of Tasmania, and Colonial Australia, from pre-European settlement until the end of the 19<sup>th</sup> century. This collection includes paintings, works on paper, sculpture and frames relating to this period

**(b) *Modern Australian Art***

This collection documents the history of Australia's postcolonial art of the 20<sup>th</sup> Century including paintings, photography, works on paper, sculpture and multi-media. Particular emphasis will be placed on the achievements of Tasmanian artists and contextualising these works through the collection of significant national artists.

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**17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)**

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***(c) Contemporary Art***

This collection documents the work of Australia's contemporary art and culture including paintings, works on paper, photography, sculpture, multi-media and screen-based art. Particular emphasis will be placed on the achievements of Tasmanian artists and contextualising these works through the collection of significant national artists.

The QVMAG has a small but significant collection of International paintings, sculpture and works on paper. This collection will be maintained and developed where appropriate.

***(d) Decorative Arts***

Within the Decorative Arts collection there are three sub-sections, each of which has a distinct collection policy. These components are:

***Australian Decorative Arts***

This collection documents the material cultural heritage of Australia with an emphasis on ceramics, furniture, woodwork, textiles and costumes with significant aesthetic value. The collection focuses primarily on objects designed and made in Australia, and in particular Tasmania and Tasmanian practitioners.

***Contemporary Decorative Arts***

This collection aims to document and promote understanding of the evolution of contemporary decorative arts in Australia since 1945 in all media. Particular emphasis will be placed on the achievements of Tasmanian practitioners.

***International Decorative Arts***

This collection documents the aesthetic development and evolution of British, European and Asian decorative arts through ceramics, textiles and costumes. Specific consideration will be given to the work of international practitioners where their work has influenced the development of Tasmanian and/or national craft and design. Consideration will be given to historic artworks that complement the QVMAG collection.

***(e) Frames***

Frames are collected either in their own right or in association with the item inside the frame. Frames are primarily collected for their association with other collection objects and for the aesthetic and cultural relationship with collection items.

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**17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)**

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**2.3 History****(a) *Tasmanian Heritage***

This collection documents the material cultural and scientific heritage of the Tasmanian community with particular reference to threatened ways of life and the northern region of the State.

**(b) *Comparative Cultural Collection***

This collection consists of cultural material from communities and societies from beyond Tasmania and provides a resource for the QVMAG's education and exhibition programs.

**(c) *Community History***

The Community History collections document the cultural heritage of the Tasmanian community and reflect the island's diverse and changing ways of life with particular reference to the northern region of the State. Of note are four specific collections:

**(i) *Photographs***

This collection is a comprehensive visual record of Tasmania from the 1840s and includes all photographic formats from daguerreotypes onwards. A small component of film and video supports the visual record.

**(ii) *Manuscripts***

This collection has two principal components: manuscripts collected as single items, and collections of textual records created or acquired by an individual, family or organization.

**(iii) *Tasmanian Ephemera***

This is a comprehensive collection of Tasmanian ephemera.

**(d) *Oral History***

This unique collection consists of recorded interviews that document the achievements of Tasmanians in the 20th century, and beyond. It also includes a small component of recorded music.

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## 17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)

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### 2.4 Library

#### **(a) *Architectural and Engineering Drawings Collection***

This collection documents the built and engineering heritage of Tasmania through drawings and specifications.

#### **(b) *Rare Book Collection***

This collection includes books with specific historical or cultural value, of aesthetic importance, or with a significant provenance.

#### **(c) *Special Collections***

These collections have an association with a prominent individual or organisation. The publications contained within are not necessarily considered to be rare.

## **Deaccessioning**

### **1. Introduction**

While the City of Launceston acknowledges the need for responsible deaccessioning, it is strongly of the opinion that deaccessioning is a management tool of last resort, bearing in mind The City of Launceston's responsibility to past and future donors to hold the QVMAG collections in trust for the community.

The QVMAG is able to deaccession material from its collections under the Local Government Act 1993. QVMAG also insists on responsible acquisition and when acquiring items, the long-term resource implications (staff, accommodation, conservation and research) will be considered. As one of the major functions of a museum is to preserve its collections in perpetuity, there is a strong presumption against the disposal of items from QVMAG's permanent collections.

### **2. Deaccessioning Criteria**

An item may be deaccessioned from a collection for one or more of the following reasons:

- the item does not fall within the guidelines of the QVMAG Collection Policy;
  - the item duplicates material already held in the collections;
  - the item is in such poor condition that it would be impossible to repair or conserve (e.g. insect infestation or other degenerative causes);
  - the cost of conservation or restoration and/or storage would be prohibitive;
-

**17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)**

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- the item is the property of an indigenous or other community group and should be returned as part of a national or international convention on the restitution of cultural material;
- the item is subject to legislation that prevents the QVMAG obtaining title to the object;
- lack of documentation about the item;
- the item is unsafe (e.g. contains hazardous chemicals);
- the item or part of it is to be used for scientific research.

**3. Disposal**

Disposal is the method by which deaccessioned material is removed from the collection. The preferred methods of disposal beyond the institution would be by gift or exchange to another public institution (except for items which are damaged or dangerous).

The appropriate methods of disposal are:

- **internal transfer** – the transfer of items to a hands on/ education/ demonstration collection, parts to be used in the restoration of other collection items;
- **gift** – to another museum or returned to the donor;
- **sale** – to the public by auction or tender;
- **exchange** – to another public museum in exchange for a more suitable item for the collection;
- **destruction** – when the item is extensively damaged or is not considered worthy of treatment.

**4. Deaccessioning Procedures****4.1 General**

Any Curator or Collection Manager may submit a deaccessioning proposal relating to any collection for which he is responsible.

Where an item was purchased with grant assistance it is often a condition of such grants that the funding body is advised that the item is being considered for deaccessioning.

If not sold at auction, each item to be deaccessioned shall be valued by appropriate valuers.

Where appropriate, for items acquired within the previous 10 years QVMAG will, as a matter of courtesy, attempt to seek permission from the donor for the item to be deaccessioned.

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**17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)**

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All money received from the sale of deaccessioned items shall be used solely for the development of QVMAG's collections.

Agreement from another museum, gallery or public collection to accept deaccessioned material as a gift shall be received in writing.

The same principles do not apply to natural history specimens as to other museum objects. Specimen transfer is often used within natural history museums. However, the use of "voucher" specimens – specimens which may be the subject of destructive analysis for research purposes - will need to be dealt with under this policy.

**4.2 Procedures for the implementation of deaccessioning**

(a) The Curator/Collection Manager shall confirm that the QVMAG owns the object, has legal title and what if any conditions are attached to the object (e.g. some items purchased with Australia Council funding requires that the funding body be contacted should the item be considered for deaccessioning).

The Curator/Collection Manager then submits a Deaccessioning Proposal form to the Collections Committee, comprising the Director and all QVMAG managers.

(b) If approved by the Collections Committee and the object has a value greater than \$1000 or has considerable cultural, scientific, heritage or historical value the proposal is referred to the Museum Governance Advisory Board and Council for their consideration. If Council approves of the deaccession of such an item, there will firstly be a cooling-off period of six months from the date on which the proposal to deaccession such an item is approved by Council. Following this, the Curator/Collection Manager arranges for the disposal of the object.

(c) If approved by the Collections Committee and the object has a value of less than or equal to \$1000 or does not have considerable cultural, scientific, heritage or historical value, the matter is referred to the Museum Governance Advisory Board, following which the Curator/Collection Manager arranges for the disposal of the item.

(d) Council will be informed of every object deaccessioned, whether or not (a) or (b) above applies.

The Curator/Collection Manager amends all documentation relating to the deaccessioned item including stating the reason for deaccessioning.

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**17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)**

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**REPORT:**

This policy replaces two previous policies: the Acquisitions Policy and the Deaccessioning Policy, which have now been combined into this one policy. The majority of changes have been made to the Accessioning section, which has been carefully reviewed and restructured to ensure that it meets the QVMAG's collection areas and areas of expertise.

Due consideration was given to whether or not the policies should be combined. Policies of other Museums were examined to ascertain the courses of action that they had taken. It was not uncommon to find such policies merged into one.

There are no specific disadvantages of having the Acquisition Policy and the Deaccessioning Policy combined into one policy. Indeed, the suggested template produced by Museums Australia does exactly the same thing: it incorporates Acquisitions and Deaccessioning into one Collection Policy template. In addition, the glossary published by the Collections Australia Network (CAN) states: 'A museum's deaccession policy is usually part of its collection policy.'

As a comparison with other policies, the vast majority of the points detailed in the TMAG policy/policies are similar to, or have the same meaning as, those employed in the QVMAG policy. There are also strong similarities with other policies, such as the British Museum Deaccessioning Policy, which states that:

*'Objects vested in the Trustees as part of the Collection of the Museum shall not be disposed of by them otherwise than as provided by the Act. Therefore the Trustees' power to de-accession objects from the Collection is limited and there is a strong legal presumption against it.'*

The Local Government Act 1993 (reproduced in the appendix below) states that: 'The Launceston City Council has the management and control of the Queen Victoria Museum and Art Gallery and its contents and may sell and exchange the contents and generally act in such manner as appears best calculated to advance the objects of the institution.'

**Differences between QVMAG and TMAG policies**

TMAG has separate policies dealing with different collection areas, but the main content of each is essentially the same.

**Criteria**

In the Criteria section, our criteria are essentially the same. We make no comment about works that have been determined to be forgeries, but this would fall into the category of 'lack of documentation about the item'.

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**17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)**

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**Restrictions**

In the Restrictions section, although TMAG specifically mentions human remains, these are not mentioned in our policy, because we have a Human Remains Policy that deals with the return of such. TMAG mentions the Tasmanian Aboriginal Advisory Council but we do not have an equivalent comment.

**Procedures**

A difference between the QVMAG and TMAG policies to note is that the TMAG policy dictates that the 'in principle' deaccession be advertised publicly and that under normal circumstances, a period of three months should generally elapse between the public notice and the final resolution relating to the deaccessioning and disposal. We do have a 'cooling off' period and it is a period of six months, but only for items valued at over \$1000 or those that have considerable cultural, scientific, heritage or historical value. In addition, the QVMAG does not advertise publicly.

**Differences Between the QVMAG Policy and Other Policies**

A statement made in the British Museum Deaccessioning Policy that the QVMAG does not include is:

*'Any object proven unfit for retention in this collection or other public collections shall be disposed of in a way that prevents it being rediscovered and mistakenly reinterpreted.'*

This was considered for our policy but not included as effectively it is covered by another part of the policy.

The primary method of consultation was through meetings with the curators and collection managers at The QVMAG, who are professionals in the field. This group also consulted other Museums' collection policies from Australia and overseas, particularly those of TMAG, in order to ensure that the QVMAG was in line with practices that other museums have adopted. However, many decisions were made based on our own collections and designated collection areas.

**ECONOMIC IMPACT:**

Consideration contained in Report

**ENVIRONMENTAL IMPACT:**

Consideration contained in Report

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**17.2 QVMAG Collection Policy (07-Plx-xxx)...(Cont'd)**

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**SOCIAL IMPACT:**

Consideration contained in Report

**STRATEGIC DOCUMENT REFERENCE:**

QVMAG Strategic Plan 2012-2017

**BUDGET & FINANCIAL ASPECTS:**

N/A

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
**Richard Mulvaney: Director Queen Victoria Museum & Art Gallery**

**ATTACHMENTS:**

1. QVMAG Collection Policy
  2. Extracts from Local Government Act 1993 and Extract from Launceston Corporation Act 1941
  3. QVMAG Acquisitions Policy (2007)
  4. QVMAG Deaccessioning Policy (2007)
-

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## **QVMAG Collection Policy**

### **Introduction**

Museums and art galleries have a very distinctive role in collecting, preserving, researching and communicating to the wide community, students and scholars original evidence of our natural and cultural heritage.

The origins of the collections of the Queen Victoria Museum and Art Gallery (QVMAG) date back to the middle of the nineteenth century. Since that time, they have developed as an important component of Tasmania's and Australia's natural and cultural heritage.

### **Principles**

1. The QVMAG makes acquisitions consistent with its mission, which is:  
*To be a leader in the intellectual and creative development of Launceston and the State by increasing our enjoyment and understanding of our natural and cultural heritage.*
2. The QVMAG's collections are made for the following purposes:
  - (a) To be an archival record of
    - (i) the artistic heritage of the people of Tasmania
    - (ii) the material culture of the peoples who now and previously inhabited Tasmania and adjacent lands
    - (iii) the living and past faunas and floras of Tasmania and adjacent lands and seas
    - (iv) the minerals and rocks that make up Tasmania
  - (b) To be a source of material for researching the fields of the Arts, History and Science.
  - (c) To be a source of materials and ideas for educational programs, particularly exhibitions.
3. The City of Launceston, as owner of the QVMAG, will adopt and publish a written statement of its acquisition policy in respect of works of art and museum specimens. Acquisition outside the stated policy shall only be made in exceptional circumstances.
4. The City of Launceston supports the principles of the UNESCO Convention on the means of prohibiting and preventing the illicit import, export and transfer of ownership of Cultural Property, 1970, acceded to by Australia in 1990.

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## **QVMAG Collection Policy**

5. The City of Launceston will not acquire, whether by purchase, gift, bequest or exchange any work of art or object unless the responsible officer is satisfied that the QVMAG can acquire a valid title to the specimen in question, and that, in particular, it has not been acquired in, or exported from, its country of origin (and/or any intermediate country in which it may have been legally owned) in violation of that country's laws or in contravention of cultural material protocols.
6. So far as biological and geological material is concerned, the City of Launceston will not acquire by any direct or indirect means any specimen that has been collected, sold or otherwise transferred in contravention of any national or international wildlife protection or natural history conservation law or treaty of Australia or any other country, except with the express consent of an appropriate outside authority.
7. If appropriate and feasible, the same tests as are outlined in paragraphs 5 and 6 above will be applied in determining whether to accept loans for exhibitions or other purposes.
8. The City of Launceston recognises the need for cooperation and consultation between museums and art galleries with similar or overlapping interests and collecting policies, and will seek to consult with such institutions both on specific acquisitions where a conflict of interest is thought possible, and, more generally, on defining areas of specialisation.

## **Acquisitions**

### **1.0 Introduction**

- 1.1 The QVMAG has a special responsibility to preserve and exhibit material evidence of the natural and cultural history of Tasmania. The QVMAG Collection Policy recognises this as its primary responsibility, and recognises that in some collections there will be a northern Tasmanian emphasis. However, in some areas a better understanding of Tasmania's natural and cultural heritage will be provided by the acquisition of material from beyond the State. For this reason as well as for historic reasons, the QVMAG already has significant collections of material from beyond Tasmania. Such areas are closely defined in this Collection Policy.

- 1.2 In developing its collections, the QVMAG will:

- reflect the cultural, scientific and natural diversity of Tasmania

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## **QVMAG Collection Policy**

- reflect the histories and experiences of Tasmanian culture within a national and international framework
- seek to research, document and maintain the collections to the highest standards resources permit
- aim to make the collections accessible through physical and electronic means.

- 1.3 All objects considered for acquisition will be first documented through the QVMAG's acquisition proposal process, which is separate from this policy. This process sets out the procedure through which the QVMAG acquires objects for every collection area.

In particular, the suitability of all proposed objects will be assessed against any stated selection criteria for each collection area. In acquiring objects for its collections, the QVMAG shall consider items for which it can adequately care and store and which are not beyond recognisably achievable conservation requirements.

- 1.4 The QVMAG recognises the need to describe the significance of the objects in its collection using a consistent and widely accepted methodology. As part of the acquisition process, each object entering the collection of the QVMAG will be considered in terms of its historic, aesthetic, scientific and social values to determine how its meaning is understood by people and by communities. To achieve this, the QVMAG will follow the principles and guidelines set out in *Significance 2.0: a guide to assessing the significance of collections*, by Roslyn Russell and Kylie Winkworth, available on the internet at <http://www.environment.gov.au/heritage/publications/significance2-0/>.

## **2.0 Collections**

The QVMAG's collections are managed in four broad collecting areas:

- Science
- Art
- History
- Library

## **2.1 Science**

Science collections within the QVMAG cover five distinct areas, each with its own collection goals and spheres of specialisation. These are:

### **(a) Zoology**

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## **QVMAG Collection Policy**

Comprehensive collections of Tasmanian vertebrate and invertebrate fauna, including introduced species, with specialist research collections from the remainder of Australia and beyond in molluscs, spiders and mammalian ectoparasites.

### **(b) Botany**

Comprehensive collections of Tasmanian plants, including significant historical holdings.

### **(c) Geology**

Mineral and rock collections from throughout Tasmania with important comparative material from interstate and overseas.

### **(d) Palaeontology**

A significant collection of fossils from Tasmania and important vertebrate fossil material from elsewhere in and beyond Australia.

### **(e) Astronomy**

This collection includes meteorite and tektite material (which form part of the Geology collections), and Tasmanian professional and amateur instrumentation.

## **Collection of Natural Science Specimens**

Subject to nature conservation interests, the QVMAG will continue to collect all kinds of evidence of Tasmanian geology, flora and fauna for display, study, reference and educational purposes. It is expected that the primary source of such material will be controlled and properly documented field collecting by Government Agencies, QVMAG staff and research associates. However, acquisition (by purchase if necessary) of important private or historic collections of Tasmanian natural science material of all kinds (including records) is of great importance.

Individual specimens or collections of material from elsewhere in Australia will be acquired for education, exhibitions and research where they enable a better understanding of Tasmania's natural history.

## **2.2 Art**

The Art collection has five principal components, each of which has its own distinct collection policy. These components are:



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## **QVMAG Collection Policy**

### ***(a) Colonial Art***

This collection documents the artistic and cultural heritage of Tasmania, and Colonial Australia, from pre-European settlement until the end of the 19<sup>th</sup> century. This collection includes paintings, works on paper, sculpture and frames relating to this period

### ***(b) Modern Australian Art***

This collection documents the history of Australia's postcolonial art of the 20<sup>th</sup> Century including paintings, photography, works on paper, sculpture and multi-media. Particular emphasis will be placed on the achievements of Tasmanian artists and contextualising these works through the collection of significant national artists.

### ***(c) Contemporary Art***

This collection documents the work of Australia's contemporary art and culture including paintings, works on paper, photography, sculpture, multi-media and screen-based art. Particular emphasis will be placed on the achievements of Tasmanian artists and contextualising these works through the collection of significant national artists.

The QVMAG has a small but significant collection of International paintings, sculpture and works on paper. This collection will be maintained and developed where appropriate.

### ***(d) Decorative Arts***

Within the Decorative Arts collection there are three sub-sections, each of which has a distinct collection policy. These components are:

#### ***Australian Decorative Arts***

This collection documents the material cultural heritage of Australia with an emphasis on ceramics, furniture, woodwork, textiles and costumes with significant aesthetic value. The collection focuses primarily on objects designed and made in Australia, and in particular Tasmania and Tasmanian practitioners.

#### ***Contemporary Decorative Arts***

This collection aims to document and promote understanding of the evolution of contemporary decorative arts in Australia since 1945 in all media. Particular emphasis will be placed on the achievements of Tasmanian practitioners.

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## **QVMAG Collection Policy**

### ***International Decorative Arts***

This collection documents the aesthetic development and evolution of British, European and Asian decorative arts through ceramics, textiles and costumes. Specific consideration will be given to the work of international practitioners where their work has influenced the development of Tasmanian and/or national craft and design. Consideration will be given to historic artworks that complement the QVMAG collection.

#### ***(e) Frames***

Frames are collected either in their own right or in association with the item inside the frame. Frames are primarily collected for their association with other collection objects and for the aesthetic and cultural relationship with collection items.

### **2.3 History**

#### ***(a) Tasmanian Heritage***

This collection documents the material cultural and scientific heritage of the Tasmanian community with particular reference to threatened ways of life and the northern region of the State.

#### ***(b) Comparative Cultural Collection***

This collection consists of cultural material from communities and societies from beyond Tasmania and provides a resource for the QVMAG's education and exhibition programs.

#### ***(c) Community History***

The Community History collections document the cultural heritage of the Tasmanian community and reflect the island's diverse and changing ways of life with particular reference to the northern region of the State. Of note are four specific collections:

##### ***(i) Photographs***

This collection is a comprehensive visual record of Tasmania from the 1840s and includes all photographic formats from daguerreotypes onwards. A small component of film and video supports the visual record.

##### ***(ii) Manuscripts***

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## **QVMAG Collection Policy**

This collection has two principal components: manuscripts collected as single items, and collections of textual records created or acquired by an individual, family or organization.

### **(iii) *Tasmanian Ephemera***

This is a comprehensive collection of Tasmanian ephemera.

### **(d) *Oral History***

This unique collection consists of recorded interviews that document the achievements of Tasmanians in the 20th century, and beyond. It also includes a small component of recorded music.

## **2.4 Library (a) *Architectural and Engineering Drawings Collection***

This collection documents the built and engineering heritage of Tasmania through drawings and specifications.

### **(b) *Rare Book Collection***

This collection includes books with specific historical or cultural value, of aesthetic importance, or with a significant provenance.

### **(c) *Special Collections***

These collections have an association with a prominent individual or organisation. The publications contained within are not necessarily considered to be rare.

## **Deaccessioning**

### **1. Introduction**

While the City of Launceston acknowledges the need for responsible deaccessioning, it is strongly of the opinion that deaccessioning is a management tool of last resort, bearing in mind The City of Launceston's responsibility to past and future donors to hold the QVMAG collections in trust for the community.

The QVMAG is able to deaccession material from its collections under the Local Government Act 1993. QVMAG also insists on responsible acquisition and when acquiring items, the long-term resource implications (staff, accommodation, conservation and research) will be considered. As one of the major functions of a museum is to preserve its collections in perpetuity,

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---

## **QVMAG Collection Policy**

there is a strong presumption against the disposal of items from QVMAG's permanent collections.

### **2. Deaccessioning Criteria**

An item may be deaccessioned from a collection for one or more of the following reasons:

- the item does not fall within the guidelines of the QVMAG Collection Policy;
- the item duplicates material already held in the collections;
- the item is in such poor condition that it would be impossible to repair or conserve (e.g. insect infestation or other degenerative causes);
- the cost of conservation or restoration and/or storage would be prohibitive;
- the item is the property of an indigenous or other community group and should be returned as part of a national or international convention on the restitution of cultural material;
- the item is subject to legislation that prevents the QVMAG obtaining title to the object;
- lack of documentation about the item;
- the item is unsafe (e.g. contains hazardous chemicals);
- the item or part of it is to be used for scientific research.

### **3. Disposal**

Disposal is the method by which deaccessioned material is removed from the collection. The preferred methods of disposal beyond the institution would be by gift or exchange to another public institution (except for items which are damaged or dangerous).

The appropriate methods of disposal are:

- **internal transfer** – the transfer of items to a hands on/ education/ demonstration collection, parts to be used in the restoration of other collection items;
- **gift** – to another museum or returned to the donor;
- **sale** – to the public by auction or tender;
- **exchange** – to another public museum in exchange for a more suitable item for the collection;
- **destruction** – when the item is extensively damaged or is not considered worthy of treatment.

### **4. Deaccessioning Procedures**

#### **4.1 General**

Any Curator or Collection Manager may submit a deaccessioning proposal relating to any collection for which he is responsible.

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## **QVMAG Collection Policy**

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If not sold at auction, each item to be deaccessioned shall be valued by appropriate valuers.

Where appropriate, for items acquired within the previous 10 years QVMAG will, as a matter of courtesy, attempt to seek permission from the donor for the item to be deaccessioned.

All money received from the sale of deaccessioned items shall be used solely for the development of QVMAG's collections.

Agreement from another museum, gallery or public collection to accept deaccessioned material as a gift shall be received in writing.

The same principles do not apply to natural history specimens as to other museum objects. Specimen transfer is often used within natural history museums. However, the use of "voucher" specimens – specimens which may be the subject of destructive analysis for research purposes - will need to be dealt with under this policy.

### **4.2 Procedures for the implementation of deaccessioning**

(a) The Curator/Collection Manager shall confirm that the QVMAG owns the object, has legal title and what if any conditions are attached to the object (e.g. some items purchased with Australia Council funding requires that the funding body be contacted should the item be considered for deaccessioning). The Curator/Collection Manager then submits a Deaccessioning Proposal form to the Collections Committee, comprising the Director and all QVMAG managers.

(b) If approved by the Collections Committee and the object has a value greater than \$1000 or has considerable cultural, scientific, heritage or historical value the proposal is referred to the Museum Governance Advisory Board and Council for their consideration. If Council approves of the deaccession of such an item, there will firstly be a cooling-off period of six months from the date on which the proposal to deaccession such an item is approved by Council. Following this, the Curator/Collection Manager arranges for the disposal of the object.

(c) If approved by the Collections Committee and the object has a value of less than or equal to \$1000 or does not have considerable cultural, scientific, heritage or historical value, the matter is referred to the Museum Governance Advisory Board, following which the Curator/Collection Manager arranges for the disposal of the item.

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## QVMAG Collection Policy

(d) Council will be informed of every object deaccessioned, whether or not (a) or (b) above applies.

The Curator/Collection Manager amends all documentation relating to the deaccessioned item including stating the reason for deaccessioning.

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## **QVMAG Collection Policy**

### ***PRINCIPLES:***

The ethical standards that underpin this Acquisition Policy are defined in both the Acquisition Code that prefaces this Policy and *Museums Australia's Code of Ethics*, which can be found at

<http://www.museumsaustralia.org.au/userfiles/file/Governance/maethics.pdf>

The Council's Organisational Values apply to all activities.

### ***RELATED POLICIES & PROCEDURES:***

Related Council policies include:

[Museum Human Remains Policy 07-Plx-005](#)

QVMAG Strategic Plan 2012-2017

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

N/A

### ***REFERENCES:***

UNESCO Convention, which can be found at:

[http://portal.unesco.org/en/ev.php-](http://portal.unesco.org/en/ev.php-URL_ID=13039&URL_DO=DO_TOPIC&URL_SECTION=201.html)

[URL\\_ID=13039&URL\\_DO=DO\\_TOPIC&URL\\_SECTION=201.html](http://portal.unesco.org/en/ev.php-URL_ID=13039&URL_DO=DO_TOPIC&URL_SECTION=201.html)

QVMAG Acquisition Proposal Form

### ***DEFINITIONS:***

N/A.

### ***REVIEW:***

This policy will be reviewed no more than 2 years after the date of approval, or more frequently if dictated by operational demands and with Council's approval.

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## QVMAG Collection Policy

### DOCUMENT INFORMATION:

<b>Reference Number:</b>	To Be Allocated
<b>Date:</b>	Draft 15/06/2015
<b>Review:</b>	Two years from date of approval
<b>Key Function:</b>	Cultural Development
<b>System:</b>	N/A
<b>Document Type:</b>	Policy
<b>Responsible Directorate:</b>	QVMAG
<b>Approved by:</b>	Council
<b>Action Officer:</b>	Richard Mulvaney
<b>Text Search Key Words</b>	Museum acquisitions

<b>To be Communicated To:</b> (To be identified by Action Officer or Approver)  (Insert ✓ in relevant row)	Department/Area only
	Directorate via Director and Managers
	Specific Areas:
	<ul style="list-style-type: none"> <li>•</li> <li>✓ Council-wide</li> <li>✓ Council Website</li> </ul>

<b>Hard Copy Distribution</b>	
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***Attachment 2***

***APPENDIX 1. EXTRACTS FROM LOCAL GOVERNMENT ACT 1993***

**LOCAL GOVERNMENT ACT 1993 - SECT 332**

Division 2 - Queen Victoria Museum and Art Gallery 332. Endowment

(1) By way of permanent endowment for the Queen Victoria Museum and Art Gallery, there is to be paid out of money provided by Parliament to the Launceston City Council in each year an amount to be used by the Launceston City Council towards –

(a) the salaries of persons employed by the Launceston City Council in relation to the Queen Victoria Museum and Art Gallery; and

(b) the maintenance, management and other charges in respect of the Queen Victoria Museum and Art Gallery; and

(c) obtaining specimens of natural history, goods, chattels, paintings and works of art for the Queen Victoria Museum and Art Gallery.

(2) The Launceston City Council may supplement that fund in each year as it thinks fit.

**LOCAL GOVERNMENT ACT 1993 - SECT 333**

333. Management

(1) The Launceston City Council has the management and control of the Queen Victoria Museum and Art Gallery and its contents and may sell and exchange the contents and generally act in such manner as appears best calculated to advance the objects of the institution.

(2) The Launceston City Council, once in every year, is to report the proceedings and progress of the institution to the Minister responsible for the administration of the [Tasmanian Museum Act 1950](#), and a copy of every report is to be laid before Parliament within 14 sitting days after it is received.

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Reference No. REDUNDANT 07-PI-002  
Version: 22/10/2007  
Approved By: Council

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## **Museum Acquisitions Policy**

### ***PURPOSE:***

To allow the planned management and development of the Queen Victoria Museum and Art Gallery collections.

### ***SCOPE:***

The policy applies to the operation of the Queen Victoria Museum and Art Gallery.

### ***POLICY:***

#### **Acquisition Code and Policy**

##### ***Acquisition Code***

1. Museums and art galleries have a very distinctive role in collecting, preserving, researching and communicating to the wide community, students and scholars original evidence of our natural and cultural heritage.
2. The origins of the collections of the Queen Victoria Museum and Art Gallery date back to the middle of the nineteenth century. Since that time, they have developed as an important component of Tasmania's and Australia's natural and cultural heritage.
3. The Queen Victoria Museum and Art Gallery will make acquisitions consistent with the Museum's mission, which is:

*To be a leader in the intellectual and creative development of Launceston and the State by increasing our enjoyment and understanding of our natural and cultural heritage.*

4. The Queen Victoria Museum and Art Gallery's collections are made for the following purposes:
  - (a) To be an archival record of:
    - (i) the artistic heritage of the people of Tasmania
    - (ii) the material culture of the peoples who now and previously inhabited Tasmania and adjacent lands
    - (iii) the living and past faunas and floras of Tasmania and adjacent lands and seas
    - (iv) the minerals and rocks which make up Tasmania
  - (b) To be a source of material for researching the fields of art, decorative arts and crafts, Tasmanian history, archaeology, ethnography, geology, zoology and botany.

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## **Museum Acquisitions Policy**

- (c) To be a source of materials and ideas for educational programs, particularly exhibitions.
5. The Launceston City Council, as owner of the Queen Victoria Museum and Art Gallery, will adopt and publish a written statement of its acquisition policy in respect of works of art and museum specimens. This policy shall be reviewed at least once every two years. Acquisition outside the stated policy shall only be made in exceptional circumstances.
  6. The Council supports the principles of the UNESCO Convention on the means of prohibiting and preventing the illicit import, export and transfer of ownership of Cultural Property, 1970, acceded to by Australia in 1990.
  7. The Council will not acquire, whether by purchase, gift, bequest or exchange any work of art or object unless the responsible officer is satisfied that the Museum can acquire a valid title to the specimen in question, and that, in particular, it has not been acquired in, or exported from, its country of origin (and/or any intermediate country in which it may have been legally owned) in violation of that country's laws.
  8. So far as biological and geological material is concerned, the Council will not acquire by any direct or indirect means any specimen that has been collected, sold or otherwise transferred in contravention of any national or international wildlife protection or natural history conservation law or treaty of Australia or any other country, except with the express consent of an appropriate outside authority.
  9. If appropriate and feasible, the same tests as are outlined in paragraphs 5 and 6 above will be applied in determining whether to accept loans for exhibitions or other purposes.
  10. The Council recognises the need for cooperation and consultation between museums and art galleries with similar or overlapping interests and collecting policies, and will seek to consult with such institutions both on specific acquisitions where a conflict of interest is thought possible, and, more generally, on defining areas of specialisation.

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## **Museum Acquisitions Policy**

### ***Acquisition policy***

#### **1.0 Introduction**

1.1 The Queen Victoria Museum and Art Gallery has a special responsibility to preserve and exhibit material evidence of the natural and cultural history of Tasmania. The Museum's collecting policy recognises this as its primary responsibility. However, in some limited areas a better understanding of Tasmania's natural and cultural heritage will be provided by the acquisition of material from beyond the State. For this reason as well as for historic reasons, the Museum already has significant collections of material from beyond Tasmania. Such areas are very closely defined in the Acquisition Policy.

1.2 In developing its collections, the Museum will:

- reflect the cultural diversity of Tasmania
- reflect the histories and experiences of Tasmanian culture within a national and international framework
- seek to research, document and maintain the collections to the highest standards resources permit
- seek to make the collections accessible through exhibitions, loans, publications and on-line collection access.

1.3 The suitability of all objects proposed for acquisition will be assessed against stated selection criteria as appropriate for each collection area. In acquiring objects for its collection, the Museum shall consider items for which it can adequately care and store and which are not beyond recognisably achievable conservation requirements.

1.4 The Queen Victoria Museum and Art Gallery recognises the need to describe the significance of the objects in its collection using a consistent and widely accepted methodology. As part of the acquisition process, each object entering the collection of the Museum will be considered in terms of its historic, aesthetic, scientific and social values to determine how its meaning is understood by people and by communities. The Statement of Significance will consider:

- historic significance
- aesthetic significance
- scientific, research or technical significance
- social or spiritual significance

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## **Museum Acquisitions Policy**

In addition, significance will also be determined by considering:

- provenance
- representativeness
- rarity
- condition, completeness, intactness
- interpretative potential

### **1.5 Deaccessioning Policy**

The Museum's policies and procedures for deaccessioning objects from the collection are outlined in a separate policy document entitled: *Deaccessioning Policy*.

### **2.0 Collections**

The Museum's collections are managed in eight collecting areas:

- Natural Sciences
- Fine Arts
- Decorative Arts and Design
- Tasmanian History
- Comparative Cultural
- Community History
- Architectural and Engineering Drawings
- Rare Books

#### **2.1 Natural Sciences**

Natural sciences within the Museum cover five distinct areas, each with their own collection goals and spheres of specialisation. These are:

##### **(a) Zoology**

Comprehensive collections of Tasmanian vertebrate and invertebrate fauna with specialist research collections from the remainder of Australia and beyond in molluscs, spiders and mammalian ectoparasites.

##### **(b) Botany**

Comprehensive collections of Tasmanian plants, including significant historical holdings.

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## **Museum Acquisitions Policy**

**(c) *Geology***

Mineral and rock collections from throughout Tasmania with important comparative material from interstate and overseas.

**(d) *Palaeontology***

A significant collection of fossils from Tasmania and important vertebrate fossil material from elsewhere in and beyond Australia.

**(e) *Astronomy***

Meteorite and tektite material (as part of the Geology collections).

Subject to nature conservation interests, the Museum will continue to collect all kinds of evidence of Tasmanian geology, flora and fauna for display, study, reference and educational purposes. It is expected that the primary source of such material will be controlled and properly documented field collecting by Government Agencies, Museum staff and research associates. However, acquisition (by purchase if necessary) of important private or historic collections of Tasmanian natural science material of all kinds (including records) is of great importance.

Individual specimens or collections of material from elsewhere in Australia will be acquired for education, exhibitions and research where they enable a better understanding of Tasmania's natural history.

### **2.2 Fine Arts**

The fine art collection has three principal components, each of which has its own distinct collection policy. These components are:

**(a) *Tasmanian Colonial Art***

This collection documents the artistic heritage of Tasmania through paintings, works on paper and sculpture. In this context, Tasmanian is considered to include work by Tasmanian artists regardless of the subject of the painting and work depicting Tasmanian subjects by any artist.

**(b) *Modern and Contemporary Australian Art***

This collection documents the history of Australia's postcolonial art of aesthetic value through paintings, works on paper, sculpture and multi-media. Particular emphasis will be placed on the achievements of Tasmanian artists.

The Museum has a small but significant collection of International paintings and works on paper. This collection will be maintained.

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## **Museum Acquisitions Policy**

### **(c) *Frames***

Frames are collected either in their own right or in association with the item inside the frame. For the most part, frames are not collected in their own right but are generally associated with the item they surround.

## **2.3 Decorative Arts and Design**

The Decorative Arts and Design collection has four principal components, each of which has its own distinct collection policy. These components are:

### **(a) *Contemporary Craft and Design***

This collection aims to document and promote understanding of the evolution of contemporary craft and design in Australia since 1945 in all media. Particular emphasis will be placed on the achievements of Tasmanian practitioners. The importance of this collection is emphasised by the fact that it is the principal such collection in Tasmania.

Emphasis will be given to collecting objects, which illustrate in an exemplary way innovation in design, construction, and use of materials and technologies.

### **(b) *Tasmanian Decorative Arts***

This collection is a special component of the Museum's history collection and documents the material cultural heritage of Tasmania with particular reference to ceramics, furniture and woodwork, textiles and costumes with significant aesthetic value.

### **(c) *Australian Decorative Arts***

This collection documents the evolution of Australian decorative arts particularly through ceramics and textiles with significant aesthetic and cultural value. The collection focuses primarily on objects designed and made in Australia pre 1945.

### **(d) *International Decorative Arts***

This collection documents in particular the development and evolution of British, European and Asian decorative arts through ceramics, textiles and costumes of significant aesthetic value. Consideration will be given to the work of international practitioners post 1945 where their work has had a critical and identified influence and/or impact on the development of Tasmanian and/or national craft and design.



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## **Museum Acquisitions Policy**

### **2.4 Tasmanian History Collection**

This collection documents the material cultural heritage of the Tasmanian community with particular reference to threatened ways of life and the northern region of the State.

### **2.5 Comparative Cultural Collection**

This collection consists of cultural material from communities and societies from beyond Tasmania and provides a resource for the Museum's education and exhibition programs.

### **2.6 Community History Collection**

The Community History collections document the cultural heritage of the Tasmanian community and reflect the island's diverse and changing ways of life with particular reference to the northern region of the State.

#### **(a) Photographs**

This collection is a comprehensive visual record of Tasmania from the 1840's and includes all photographic formats from daguerreotypes onwards. A small component of film and video supports the visual record.

#### **(b) Manuscripts**

This collection has two principal components. Manuscripts collected as single items and collections of textual records created or acquired by an individual, family or organization.

It also includes a comprehensive collection of 20th century Tasmanian ephemera.

#### **(c) Oral History**

This unique collection consists of recorded interviews, which document the achievements of Tasmanians in the 20th century, and beyond.

It also includes a small component of recorded music.

### **2.7 Architectural and Engineering Drawings Collection**

This collection documents the built and engineering heritage of Tasmania through drawings and specifications.



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## **Museum Acquisitions Policy**

### **2.8 Rare Book Collection**

This collection includes books with specific historical or cultural value; books of aesthetic importance or with a significant provenance.

#### ***PRINCIPLES:***

The ethical standards that underpin the Acquisition Policy are defined in the Acquisition Code that prefaces the Policy.

The Council's Organisational Values apply to all activities.

#### ***RELATED POLICIES & PROCEDURES:***

Related Council policies include:

[Museum Deaccessioning Policy 07-PI-003](#)  
[Museum Human Remains Policy 07-PI-005](#)

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

N/A

#### ***REFERENCES:***

UNESCO Convention (see Point 6 on Page 2).

#### ***DEFINITIONS:***

N/A.

#### ***REVIEW:***

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

Launceston City Council  
 Reference No. REDUNDANT 07-PI-002  
 Version: 22/10/2007  
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## Museum Acquisitions Policy

### DOCUMENT INFORMATION:

<b>Reference Number:</b>	REDUNDANT 07-PI-002
<b>Version:</b>	22/10/2007
<b>Review:</b>	22/10/2012
<b>Key Function:</b>	Cultural Development
<b>System:</b>	N/A
<b>Document Type:</b>	Policy
<b>Responsible Directorate:</b>	Museum
<b>Approved by:</b>	Council
<b>Action Officer:</b>	Patrick Filmer-Sankey
<b>Text Search Key Words</b>	Acquisition Museum collection exhibit

<b>Hard Copy Distribution</b>	Policy Manuals: General Manager Director Corporate Services Queen Victoria Museum and Art Gallery.
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Launceston City Council  
Reference No. 07-PI-003  
Version: 24/09/2007  
Approved By: Council

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## **Museum Deaccessioning Policy**

### ***PURPOSE:***

To allow for the planned management of the Queen Victoria Museum and Art Gallery collections.

### ***SCOPE:***

The policy applies to the operation of the Queen Victoria Museum and Art Gallery.

### ***POLICY:***

#### **Introduction:**

While the Council acknowledges the need for responsible deaccessioning, it is strongly of the opinion that deaccessioning is a management tool of last resort bearing in mind Council's responsibility to past and future donors to hold the Museum collections in trust for the community.

The Museum is able to deaccession material from its collections under the Local Government Act 1993. The Museum also insists on responsible acquisition and when acquiring items, the long-term resource implications (staff, accommodation, conservation and research) will be considered. As one of the major functions of a museum is to preserve their collections in perpetuity, there is a strong presumption against the disposal of items from the Museum's permanent collections.

#### **Deaccessioning Criteria**

An item may be deaccessioned from a collection for one or more of the following reasons:

- The item does not fall within the guidelines of the Museum's Acquisition Policy,
- The item duplicates material already held in the collections,
- The item is in such poor condition that it would be impossible to repair/conservate, (e.g. insect infestation or other degenerative causes),
- The cost of conservation/restoration and/or storage would be prohibitive,
- The item is the property of an indigenous or other community group and should be returned as part of a national or international convention on the restitution of cultural material,
- The item is subject to legislation which prevents the Museum obtaining title to the object,
- Lack of documentation about the item,
- The item is unsafe (e.g. contains hazardous chemical),
- The item or part of it is to be used for scientific research.

Launceston City Council  
Reference No. 07-PI-003  
Version: 24/09/2007  
Approved By: Council

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## **Museum Deaccessioning Policy**

### **Disposal**

Disposal is the method by which deaccessioned material is removed from the collection. The preferred methods of disposal beyond the institution would be by gift or exchange to another public institution (except for items, which are damaged or dangerous).

The appropriate methods of disposal are:

- Internal Transfer – the transfer of items to a hands on/ education/ demonstration collection, parts to be used in the restoration of other collection items,
- Gift – to another museum or returned to the donor,
- Sale – to the public by auction or tender,
- Exchange – to another public museum in exchange for a more suitable item for the collection,
- Destruction – when the item is extensively damaged or is not considered worthy of treatment.

### ***PRINCIPLES:***

Any Curator or Collection Manager may submit a deaccessioning proposal relating to any collections for which they are responsible.

Where an item was purchased with grant assistance it is often a condition of such grants that the funding body is advised the item is being considered for deaccessioning.

If not sold at auction each item to be deaccessioned shall be valued by appropriate valuers.

Where appropriate, for items acquired within the last ten years the Museum will, as a matter of courtesy, attempt to seek permission from the donor for the item to be deaccessioned.

All money received from the sale of deaccessioned items shall be used solely for the development of the Museum's collections.

Agreement from other museums to accept deaccessioned material as a gift should be received in writing.

The same principles do not apply to natural history specimens as to other museum objects. Specimen transfer is often used within natural history museums. However, the use of "voucher" specimens – specimens, which may be the subject of destructive analysis for research purposes, will need to be dealt with under this policy.

Launceston City Council  
Reference No. 07-PI-003  
Version: 24/09/2007  
Approved By: Council

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## **Museum Deaccessioning Policy**

### ***RELATED POLICIES & PROCEDURES:***

Procedures for the implementation of this policy are:

- The Curator/Collection Manager should confirm that the Museum owns the object, has legal title and what if any conditions are attached to the object (e.g. some items purchased with Australia Council funding requires that the funding body be contacted should the item be considered for deaccessioning).
- The Curator/Collection Manager submits a Deaccessioning Proposal form to the Director.
- If approved by the Director and the object has a value of more than \$1000 the proposal is referred to Council for their consideration.
- If approved by the Director and the object has a value of less than \$1000 the Curator /Collection Manager arranges for the disposal of the item.
- If Council approves of the deaccession of an item worth more than \$1000, the Curator/Collection Manager arranges for the disposal of the object.
- There will be a cooling off period of six months from the date the proposal to deaccession an item worth more than \$1000 is approved by Council and the actual disposal of the item.
- The Curator/Collection Manager amends all documentation relating to the item deaccessioned including stating the reason for deaccessioning.

Related Policy is the [Museum Acquisition Policy 07-PI-002](#)

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

Local Government Act 1993.

### ***REFERENCES:***

- Museums Australia Code of Ethics for Art, History and Science Museums
- International Council of Museums (ICOM) Professional Code of Practice
- Museum Association (UK) – Code of Ethics

### ***DEFINITIONS:***

N/A.

### ***REVIEW:***

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

Launceston City Council  
 Reference No. 07-PI-003  
 Version: 24/09/2007  
 Approved By: Council

## Museum Deaccessioning Policy

### DOCUMENT INFORMATION:

<b>Reference Number:</b>	07-PI-003
<b>Version:</b>	24/09/2007
<b>Review:</b>	24/09/2012
<b>Key Function:</b>	Cultural Development
<b>System:</b>	N/A
<b>Document Type:</b>	Policy
<b>Responsible Directorate:</b>	Museum
<b>Approved by:</b>	Council
<b>Action Officer:</b>	Patrick Filmer-Sankey
<b>Text Search Key Words</b>	Deaccessioning disposal surplus sale gifts auction tender collections

<b>Hard Copy Distribution</b>	Policy Manuals: General Manager Director Corporate Services Queen Victoria Museum and Art Gallery
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**APPENDIX 2. EXTRACT FROM LAUNCESTON CORPORATION ACT 1941**

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*Launceston Corporation.*

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A.D. 1941.

*Division II.—Museum and Art Gallery.*

Endowment.  
59 Viet. No.  
5, s. 2.

**304**—(1) By way of permanent endowment for the Queen Victoria Museum and Art Gallery, there shall be paid out of the consolidated revenue to the council in each and every year such sum as Parliament shall direct, as a fund to be used by the council towards the—

- I. Salaries of persons employed by the council in relation thereto:
- II. Maintenance, management, and other charges in respect thereof: and
- III. Obtaining specimens of natural history, goods, chattels, paintings, and works of art therefor.

Council may supplement fund.

(2) The council may supplement such fund as last aforesaid in each year as the council shall think fit.

Management.  
59 Viet. No.  
5, s. 2.

**305**—(1) The council shall have the entire management and superintendence of the said Museum and Art Gallery and the contents thereof, and may sell and exchange the contents, and generally act in such manner as shall appear to the council best calculated to advance the objects of such institution.

Council to report to Governor.

(2) The council shall, once in every year, report the proceedings and progress of the institution to the Governor, and a copy of every such report shall be laid before Parliament within fourteen sitting-days after the same shall have been received.

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**17.3 QVMAG Sponsorship Policy (07-Plx-12)****FILE NO:** SF5784**AUTHOR:** Martin George (Collections and Research Manager)**DIRECTOR:** Richard Mulvaney (Director Queen Victoria Museum and Art Gallery)

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**DECISION STATEMENT:**

To consider the QVMAG Sponsorship Policy (07-Plx-12).

**PREVIOUS COUNCIL CONSIDERATION:**

N/A

**RECOMMENDATION:**

That Council approve the QVMAG Sponsorship Policy (07-Plx-12).

**PURPOSE:**

In 2012 the City of Launceston adopted a strategic plan for the Queen Victoria Museum and Art Gallery (QVMAG) for the five-year period 2012–2017, which contained the following strategic direction:

*...to create opportunities through its collections and programs for enhancing, understanding, enjoyment and engagement with the visual arts, history and science of the local community and wider public.*

Because of limited and shrinking government funding, the QVMAG is required to seek outside sources of funding for many of its activities.

**SCOPE:**

The Policy applies to external sponsorships sought by or offered to the QVMAG.

**POLICY:**

Sponsorship is part of an overall financial strategy for the QVMAG and cannot be entered into on an ad hoc basis.

Sponsorship activities must always serve the aims of the QVMAG and, where possible, enhance the quality of the QVMAG services.

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## **17.3 QVMAG Sponsorship Policy (07-Plx-12)...(Cont'd)**

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All sponsorship must be approached through the Director in order to ensure that the long-term aims of the QVMAG are satisfied and are not compromised. Badly handled sponsorship can damage the reputation of the QVMAG and make it extremely difficult to obtain other sponsorship.

The Director should also be involved in the initial stages of planning for exhibitions, projects, etc., in order to ensure that potential sponsorship opportunities are not missed.

All sponsorship agreements must be in writing, signed by the Director or the Marketing & Communications Coordinator.

Final approval of any sponsorship contract rests with the Director.

Many of the smaller sponsorships into which QVMAG enters are designed with a long-term aim to develop into major sponsorships. Sponsorship is much more easily obtained when a successful relationship has already been established. Sponsorship not only provides cash and kind but also encourages the business community to feel ownership of the QVMAG and its activities.

Any sponsorship associated with the QVMAG will reflect positively on the QVMAG and its reputation and must therefore respect the integrity of the QVMAG and its collections. Sponsorship of a QVMAG activity implies QVMAG support of the sponsor to the public. It is therefore necessary that sponsorship is restricted to organisations which do not compromise the QVMAG in any way.

The QVMAG reserves the right to refuse to accept sponsorship from any organisation.

Sponsorships may be defined at a number of levels:

- Naming rights sponsor
- Sole sponsor
- Principal/major sponsor
- Associate sponsor (several at the same level)
- Minor sponsor (one of a number of small amounts)

The dollar value of each of these levels depends on the nature of the activity but is generally to be consistent as a percentage of budget.

All sponsors will be acknowledged; however, their names and logos must be less prominent than those of the QVMAG in all related promotional material.

The proposal must provide value for money for both the sponsor and the QVMAG.

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**17.3 QVMAG Sponsorship Policy (07-Plx-12)...(Cont'd)**

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Sponsorship should not be sought for activities that cannot happen without it.

Costs relating to servicing sponsorship, e.g. provision of graphics, hospitality, and organisation of special functions, must be included in any budget that requires sponsorship.

The standards, goals and integrity of the QVMAG must not be compromised by any sponsorship relationship.

The sponsor's objectives will be specific, tangible and measurable.

**Commercial Support and Sponsorship**

A museum using commercial support and sponsorship for its collections and activities must ensure that the standards, goals and integrity of the museum are not compromised by such a relationship. While commercial sponsors of a museum collection and its activities should be acknowledged, their names and logos should be less prominent than those of the museum in all related promotional material should.

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**REPORT:**

The QVMAG has long relied on sponsorship for carrying out many of its programs. As examples, many major exhibitions such as Game On 2 and French Masters have required sponsorship, to name but two. Other examples are the major sponsorship that was necessary to establish the Phenomena Factory, which is the QVMAG's interactive science exhibition, and to purchase and install the Planetarium's ZKP3 projector.

Sponsorship for Museum activities and exhibits is becoming increasingly important in Australia and around the world.

It is important to ensure that sponsorship offers and requests do not conflict with other requirements of the City of Launceston, and for this reason the QVMAG Director makes the final determination with regard to sponsorship agreements.

**ECONOMIC IMPACT:**

A sponsorship policy has a positive economic impact as it defines and describes the way in which the QVMAG receives sponsorship from external organisations.

**ENVIRONMENTAL IMPACT:**

Consideration contained in Report

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**17.3 QVMAG Sponsorship Policy (07-Plx-12)...(Cont'd)**

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**SOCIAL IMPACT:**

Consideration contained in Report

**STRATEGIC DOCUMENT REFERENCE:**

QVMAG Strategic Plan 2012-2017

**BUDGET & FINANCIAL ASPECTS:**

N/A

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
**Richard Mulvaney: Director Queen Victoria Museum & Art Gallery**

**ATTACHMENTS:**

1. QVMAG Sponsorship Policy (07-Plx-12)
-

City of Launceston  
Reference No. 07-PLx-12  
Version: DRAFT 15/06/2015  
Approved By: City of Launceston

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## **QVMAG Sponsorship Policy**

### **PURPOSE:**

In 2012 the City of Launceston adopted a strategic plan for the Queen Victoria Museum and Art Gallery (QVMAG) for the five-year period 2012–2017, which contained the following strategic direction:

*...to create opportunities through its collections and programs for enhancing, understanding, enjoyment and engagement with the visual arts, history and science of the local community and wider public.*

Because of limited and shrinking government funding, the QVMAG is required to seek outside sources of funding for many of its activities.

### **SCOPE:**

The Policy applies to external sponsorships sought by or offered to the QVMAG.

### **POLICY:**

Sponsorship is part of an overall financial strategy for the QVMAG and cannot be entered into on an ad hoc basis.

Sponsorship activities must always serve the aims of the QVMAG and, where possible, enhance the quality of the QVMAG services.

All sponsorship must be approached through the Director in order to ensure that the long-term aims of the QVMAG are satisfied and are not compromised. Badly handled sponsorship can damage the reputation of the QVMAG and make it extremely difficult to obtain other sponsorship.

The Director should also be involved in the initial stages of planning for exhibitions, projects, etc., in order to ensure that potential sponsorship opportunities are not missed.

All sponsorship agreements must be in writing, signed by the Director or the Marketing & Communications Coordinator.

Final approval of any sponsorship contract rests with the Director.

Many of the smaller sponsorships into which QVMAG enters are designed with a long-term aim to develop into major sponsorships. Sponsorship is much more easily obtained when a successful relationship has already been established. Sponsorship not only provides cash and kind but also encourages the business community to feel ownership of the QVMAG and its activities.

City of Launceston  
Reference No. 07-PLx-12  
Version: DRAFT 15/06/2015  
Approved By: City of Launceston

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## **QVMAG Sponsorship Policy**

Any sponsorship associated with the QVMAG will reflect positively on the QVMAG and its reputation and must therefore respect the integrity of the QVMAG and its collections. Sponsorship of a QVMAG activity implies QVMAG support of the sponsor to the public. It is therefore necessary that sponsorship is restricted to organisations which do not compromise the QVMAG in any way.

The QVMAG reserves the right to refuse to accept sponsorship from any organisation.

Sponsorships may be defined at a number of levels:

- Naming rights sponsor
- Sole sponsor
- Principal/major sponsor
- Associate sponsor (several at the same level)
- Minor sponsor (one of a number of small amounts)

The dollar value of each of these levels depends on the nature of the activity but is generally to be consistent as a percentage of budget.

All sponsors will be acknowledged; however, their names and logos must be less prominent than those of the QVMAG in all related promotional material.

The proposal must provide value for money for both the sponsor and the QVMAG.

Sponsorship should not be sought for activities that cannot happen without it.

Costs relating to servicing sponsorship, e.g. provision of graphics, hospitality, and organisation of special functions, must be included in any budget that requires sponsorship.

The standards, goals and integrity of the QVMAG must not be compromised by any sponsorship relationship.

The sponsor's objectives will be specific, tangible and measurable.

### **Commercial Support and Sponsorship**

A museum using commercial support and sponsorship for its collections and activities must ensure that the standards, goals and integrity of the museum are not compromised by such a relationship. While commercial sponsors of a museum collection and its activities should be acknowledged, their names and logos should be less prominent than those of the museum in all related promotional material should.

City of Launceston  
Reference No. 07-PLx-12  
Version: DRAFT 15/06/2015  
Approved By: City of Launceston

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## **QVMAG Sponsorship Policy**

### ***PRINCIPLES:***

Council's Organisational Values apply to all activities

### ***RELATED POLICIES & PROCEDURES:***

QVMAG Strategic Plan 2012–2017

QVMAG follows the guidelines set in Museums Australia's Code of Ethics 1999.

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

NA

### ***REFERENCES:***

NA

### ***DEFINITIONS:***

Sponsorship is an equal partnership for an exchange of services. The sponsor provides the cash or goods in kind; the QVMAG provides the product or activity, which will raise the community's awareness of the sponsor in an agreed manner.

Philanthropy / Charity / Fundraising is when no direct benefit is received or requested in exchange for the donation. Often the donors do not even wish to have their name attached to the donation.

### ***REVIEW:***

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

City of Launceston  
 Reference No. 07-PLx-12  
 Version: DRAFT 15/06/2015  
 Approved By: City of Launceston

## QVMAG Sponsorship Policy

### DOCUMENT INFORMATION:

<b>Reference Number:</b>	07-PLx-12
<b>Version:</b>	DRAFT 15/06/2015
<b>Review:</b>	Five years from date of approval
<b>Key Function:</b>	Cultural Development
<b>Document Type:</b>	Policy
<b>Responsible Directorate:</b>	QVMAG
<b>Approved by:</b>	Executive Management Committee
<b>Action Officer:</b>	Richard Mulvaney
<b>Text Search Key Words</b>	Sponsorship, fundraising and QVMAG

<b>To be Communicated To:</b> <i>(To be identified by Action Officer or Approver)</i>  (Insert ✓ in relevant row)	Department/Area only
	Directorate via Director and Managers
	Specific Areas: <ul style="list-style-type: none"> <li>• QVMAG Public Programs</li> </ul>
	✓ Council-wide
	✓ Council Website
	Intranet

<b>Hard Copy Distribution</b>	
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**17.4 QVMAG Research Committee Policy (07-Plx-006)****FILE NO:** SF4901**AUTHOR:** Martin George (Collections and Research Manager)**DIRECTOR:** Richard Mulvaney (Director Queen Victoria Museum and Art Gallery)

---

**DECISION STATEMENT:**

To consider the QVMAG Research Committee Policy (07-Plx-006).

**PREVIOUS COUNCIL CONSIDERATION:**

Council approved the previous version of this policy on 24 September 2007.

**RECOMMENDATION:**

That Council approve QVMAG Research Committee Policy (07-Plx-006).

**PURPOSE:**

To set out the role, structure and processes of the Museum Research Committee of the Queen Victoria Museum and Art Gallery (QVMAG).

**SCOPE:**

Applies to the assessment of gifts to the QVMAG for research to determine their status under the Income Tax Assessment Act 1997.

**POLICY:**

To state the role of the committee under section 24 of the Local Government Act known as the Museum Research Committee. The Committee meet the requirements of an approved Research Institute for the purposes of divisions 30 and 355 of the Income Tax Assessment Act 1997.

The role of the Committee is to assess proposed gifts under the Income Tax Assessment Act 1997 to the Museum for the purposes of scientific research in the field of natural or applied sciences.

The Committee will operate whilst the QVMAG maintains its status as an approved research institute.

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**17.4 QVMAG Research Committee Policy (07-Plx-006)...(Cont'd)**

---

The structure of the Committee will be:

- At least five members with the Director of the QVMAG as Chair.
- At least three members (a majority) who are suitably qualified for assessing the relevant area of research.
- Committee members will be selected by the Director of the Museum and approved by the relevant Approving Authority.
- The Committee will meet on an as needs basis with at least five members present.
- Committee meetings will be minuted with a written record of the reasons for the decisions made.
- The Chairman will liaise with the Finance Manager to ensure that appropriate financial records are maintained.

The responsibility of the Committee will be:

- To assess proposals fairly and in a timely manner;
  - To comply with legislative requirements;
  - To control the application of the money for research;
  - To refuse proposals where the purpose of the research is outside the scope of QVMAG activities.
- 

**REPORT:**

This policy deals with the assessment of gifts to the Museum for research. The policy has been updated to reflect the fact that it must refer to the Income Tax Assessment Act 1997, and that it was necessary to replace the reference to section 73A of the Income Tax Assessment Act 1936 with a reference to divisions 30 and 355 of the 1997 Act.

**ECONOMIC IMPACT:**

Consideration contained in Report

**ENVIRONMENTAL IMPACT:**

Consideration contained in Report

**SOCIAL IMPACT:**

Consideration contained in Report

---

**17.4 QVMAG Research Committee Policy (07-Plx-006)...(Cont'd)**

---

**STRATEGIC DOCUMENT REFERENCE:**

QVMAG Strategic Plan 2012-2017

**BUDGET & FINANCIAL ASPECTS:**

N/A

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
**Richard Mulvaney: Director Queen Victoria Museum & Art Gallery**

**ATTACHMENTS:**

1. QVMAG Research Committee Policy (07-Plx-006)
-

City of Launceston  
Reference No. 07-Plx-006  
Version: Draft 15/06/2015  
Approved By: Council

---

## **Research Committee Policy**

### ***PURPOSE:***

To set out the role, structure and processes of the Museum Research Committee of the Queen Victoria Museum and Art Gallery (QVMAG).

### ***SCOPE:***

Applies to the assessment of gifts to the QVMAG for research to determine their status under the Income Tax Assessment Act 1997.

### ***POLICY:***

To state the role of the committee under section 24 of the Local Government Act known as the Museum Research Committee. The Committee meet the requirements of an approved Research Institute for the purposes of divisions 30 and 355 of the Income Tax Assessment Act 1997.

The role of the Committee is to assess proposed gifts under the Income Tax Assessment Act 1997 to the Museum for the purposes of scientific research in the field of natural or applied sciences.

The Committee will operate whilst the QVMAG maintains its status as an approved research institute.

The structure of the Committee will be:

- At least five members with the Director of the QVMAG as Chair.
- At least three members (a majority) who are suitably qualified for assessing the relevant area of research.
- Committee members will be selected by the Director of the Museum and approved by the relevant Approving Authority.
- The Committee will meet on an as needs basis with at least five members present.
- Committee meetings will be minuted with a written record of the reasons for the decisions made.
- The Chairman will liaise with the Finance Manager to ensure that appropriate financial records are maintained.

The responsibility of the Committee will be:

- To assess proposals fairly and in a timely manner;
- To comply with legislative requirements;
- To control the application of the money for research;
- To refuse proposals where the purpose of the research is outside the scope of QVMAG activities.

City of Launceston  
Reference No. 07-Plx-006  
Version: Draft 15/06/2015  
Approved By: Council

---

## **Research Committee Policy**

### ***PRINCIPLES:***

Council's Organisational Values apply to all activities.

### ***RELATED POLICIES & PROCEDURES:***

[Governance Arrangements Policy 14-PI-004](#)

[Committee Details Procedure 14-HLPr-003](#)

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

Section 24 of Local Government Act

Sections 30 and 355 of the Income Tax Assessment Act 1997

### ***REFERENCES:***

N/A

### ***DEFINITIONS:***

Approving Authority - Usually the CSIRO

### ***REVIEW:***

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

City of Launceston  
 Reference No. 07-Plx-006  
 Version: Draft 15/06/2015  
 Approved By: Council

## Research Committee Policy

### DOCUMENT INFORMATION:

<b>Reference Number:</b>	07-Plx-006
<b>Version:</b>	Draft 15/06/2015
<b>Review:</b>	Five years from date of approval
<b>Key Function:</b>	Cultural Development
<b>System:</b>	
<b>Document Type:</b>	Policy
<b>Responsible Directorate:</b>	QVMAG
<b>Approved by:</b>	Council
<b>Action Officer:</b>	Richard Mulvaney
<b>Text Search Key Words</b>	Gift tax deductible museum research

<b>To be Communicated To:</b> <i>(To be identified by Action Officer or Approver)</i>  (Insert ✓ in relevant row)		Department/Area only
		Directorate via Director and Managers
		Specific Areas:
	✓	Council-wide
	✓	Council Website
		Intranet

<b>Hard Copy Distribution</b>	
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**17.5 Friends of the Museum Policy (07-Plx-004)****FILE NO:** SF1008**AUTHOR:** Martin George (Collections and Research Manager)**DIRECTOR:** Richard Mulvaney (Director Queen Victoria Museum and Art Gallery)

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**DECISION STATEMENT:**

To consider the QVMAG Friends of the Museum Policy (07-Plx-004).

**PREVIOUS COUNCIL CONSIDERATION:**

Council approved the previous version of this policy on 24 September 2007.

**RECOMMENDATION:**

That Council approve the QVMAG Friends of the Museum Policy (07-Plx-004).

**PURPOSE:**

To state the relevance of the *Friends of the Queen Victoria Museum and Art Gallery* to the operation of the Queen Victoria Museum and Art Gallery (QVMAG) and the privileges offered to this group, in acknowledgement of their support.

**SCOPE:**

The policy applies to the operation of the QVMAG.

**POLICY:**

The City of Launceston greatly values the support given to the QVMAG by the Friends of the Queen Victoria Museum and Art Gallery since its establishment in 1984. This group exists to increase the level of community participation in the QVMAG's programs, provide volunteers for a wide range of QVMAG projects and fund a number of important initiatives and acquisitions.

QVMAG appoints a staff member to act as liaison between the Friends and the QVMAG.

The City of Launceston recognises the contribution the members of the Friends make to the QVMAG by providing the following benefits to members of the Friends:

- Free admission to the Planetarium
  - Discounts of up to 10% on the purchase of certain items more than ten dollars in value from the QVMAG shops
-

**17.5 Friends of the Museum Policy (07-Plx-004)...(Cont'd)**

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- Discounts on selected QVMAG activities and events where an admission charge is made
  - Free access to Friends' Lounge
- 

**REPORT:**

This policy affirms the existence of the Friends of the Queen Victoria Museum and Art Gallery. The Friends is an important support group for the QVMAG and has been so for three decades. Throughout the document, reference in many places has been altered to 'QVMAG' instead of 'The Museum', and an additional paragraph noting that the QVMAG appoints a staff member to act as liaison has been included.

**ECONOMIC IMPACT:**

Consideration contained in Report

**ENVIRONMENTAL IMPACT:**

Consideration contained in Report

**SOCIAL IMPACT:**

Consideration contained in Report

**STRATEGIC DOCUMENT REFERENCE:**

QVMAG Strategic Plan 2012-2017

**BUDGET & FINANCIAL ASPECTS:**

N/A

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**17.5 Friends of the Museum Policy (07-Plx-004)...(Cont'd)**

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**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
**Richard Mulvaney: Director Queen Victoria Museum & Art Gallery**

**ATTACHMENTS:**

1. QVMAG Friends of the Museum Policy (07-Plx-004)
-



City of Launceston  
Reference No. 07-Plx-004  
Version: Draft 15/06/2015  
Approved By: Council

---

## Friends of the Museum Policy

### **PURPOSE:**

To state the relevance of the *Friends of the Queen Victoria Museum and Art Gallery* to the operation of the Queen Victoria Museum and Art Gallery (QVMAG) and the privileges offered to this group, in acknowledgement of their support.

### **SCOPE:**

The policy applies to the operation of the QVMAG.

### **POLICY:**

The City of Launceston greatly values the support given to the QVMAG by the Friends of the Queen Victoria Museum and Art Gallery since its establishment in 1984. This group exists to increase the level of community participation in the QVMAG's programs, provide volunteers for a wide range of QVMAG projects and fund a number of important initiatives and acquisitions.

QVMAG appoints a staff member to act as liaison between the Friends and the QVMAG.

The City of Launceston recognises the contribution the members of the Friends make to the QVMAG by providing the following benefits to members of the Friends:

- Free admission to the Planetarium
- Discounts of up to 10% on the purchase of certain items more than ten dollars in value from the QVMAG shops
- Discounts on selected QVMAG activities and events where an admission charge is made
- Free access to Friends' Lounge

City of Launceston  
Reference No. 07-Plx-004  
Version: Draft 15/06/2015  
Approved By: Council

---

## **Friends of the Museum Policy**

### ***PRINCIPLES:***

Council's Organisational Values apply to all activities.

### ***RELATED POLICIES & PROCEDURES:***

Procedures for the implementation of this policy are currently in place following previous decisions by Council.

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

N/A.

### ***REFERENCES:***

N/A.

### ***DEFINITIONS:***

N/A.

### ***REVIEW:***

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

City of Launceston  
 Reference No. 07-Plx-004  
 Version: Draft 15/06/2015  
 Approved By: Council

## Friends of the Museum Policy

### DOCUMENT INFORMATION:

<b>Reference Number:</b>	07-Plx-004
<b>Version:</b>	Draft Version 15/06/2015
<b>Review:</b>	Five years from date of approval
<b>Key Function:</b>	Cultural Development
<b>System:</b>	N/A
<b>Document Type:</b>	Policy
<b>Responsible Directorate:</b>	Museum
<b>Approved by:</b>	Council
<b>Action Officer:</b>	Richard Mulvaney
<b>Text Search Key Words</b>	Friends admission discounts Museum

<b>To be Communicated To:</b> (To be identified by Action Officer or Approver)  (Insert ✓ in relevant row)		Department/Area only
		Directorate via Director and Managers
		Specific Areas:
	✓	Council-wide
	✓	Council Website
		Intranet

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**17.6 QVMAG Firearms Policy (07-Plx-007)****FILE NO:** SF4114**AUTHOR:** Martin George (Collections and Research Manager)**DIRECTOR:** Richard Mulvaney (Director Queen Victoria Museum and Art Gallery)

---

**DECISION STATEMENT:**

To consider the QVMAG Firearms Policy (07-Plx-007).

**PREVIOUS COUNCIL CONSIDERATION:**

Council approved the previous version of this policy on 24 September 2007.

**RECOMMENDATION:**

That Council approve the QVMAG Firearms Policy (07-Plx-007).

**PURPOSE:**

To enable the Queen Victoria Museum and Art Gallery (QVMAG) to manage the firearms held in the History Collection in accordance with the QVMAG's Collection Policy and the legal responsibilities imposed by the *Firearms Act 1996*.

**SCOPE:**

Applies to the QVMAG and its employees.

**POLICY:****Introduction:**

The QVMAG holds within its History collection a number of firearms for the purpose of research, preservation, interpretation and display. QVMAG management has a responsibility to ensure that the storage, handling and display of these items satisfies any legislative requirements and appropriate risk management principles.

**Legislative Requirements**

In accordance with the *Firearms Act 1996* the QVMAG will:-

- Ensure that the Director of the QVMAG or his or her delegate holds a current Firearms Museum Licence appropriate to the categories of firearms held in the QVMAG collection.
  - Store firearms according to the prescribed conditions.
-

**17.6 QVMAG Firearms Policy (07-Plx-007)...(Cont'd)**

---

- Provide the Commissioner of Police with a current listing of all firearms held by the QVMAG and ensure that the currency of the list is maintained as additional firearms are acquired.
- Notify the Police when items are moved between QVMAG sites or if changes are made to security arrangements.

**Operational Requirements**

In order to ensure compliance with the legislative requirements the QVMAG will:-

- Ensure that access to the Arms Store is restricted to the Director of the QVMAG and QVMAG collection management staff authorised in writing by the Director.
  - Reserve the right to refuse an individual access to weapons held in its care.
  - Recognise the obligations to comply with the conditions imposed by the *Firearms Act 1996*.
- 

**REPORT:**

The QVMAG has a significant collection of firearms, which is stored in the Museum's purpose-constructed armoury. It is important to have a policy in relation to this collection and its storage in order for us to be compliant with the Tasmanian Firearms Act 1996. There is little change to the previous version of this policy other than inclusion of management responsibility, the replacement of the wording 'Museum' by 'QVMAG', and the addition of the Firearm Regulations 2006 to the References.

Relevant documentation from the Tasmania Police website is reproduced below:

**Firearms Storage**

Anyone who possesses a firearm (including an imitation firearm) must take all precautions to ensure that the firearm is stored safely, is not stolen or lost and does not come into the possession of a person who is not authorised to possess it. Keys to storage cabinets must be secure to prevent unauthorised access to firearms and ammunition.

**Storage of Category A & B Firearms**

To comply with the Firearms Act 1996, when not in use, both Category A and Category B firearms must be stored in a locked receptacle, which meets the minimum construction guidelines outlined below.

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**17.6 QVMAG Firearms Policy (07-Plx-007)...(Cont'd)**

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All firearms receptacles weighing less than 150kg when empty must be fixed to a floor or a wall, in a manner which prevents easy removal. Note that due to this weight requirement, the majority of receptacles used, including those commercially available, will need to be fixed to the wall or floor. The addition of a fixed permanent weight to a receptacle, is acceptable to bring it up to 150kg, the weight is to be incapable of being removed.

**Storage of Category C, D & H Firearms**

Category C, D and H firearms can be stored in any of the previously described receptacles except wooden. All receptacles containing Category C, D or H firearms must be securely fixed to the floor or a wall. The receptacle must be constructed of at least 3mm steel sheeting, be fitted with concealed hinges and a commercial quality flush mounted lock.

**Ammunition**

Ammunition must be stored in a locked container separate from the receptacle containing the firearms. A separate container within the main storage unit is acceptable however, the locks must be different to those used to secure the main cabinet.

**Minimum standards for construction of storage receptacles**

Wooden receptacles should be constructed of hard wood (not chip board or pine) of at least 12mm (½ inch) thickness with the door hinges fixed internally. The door to the receptacle should be flush mounted with a minimal gap between the door edges and the receptacle to reduce leverage points.

A receptacle made from concrete should be strengthened with steel reinforced mesh as part of the manufacturing process. The door to the receptacle should be of sufficient strength, with a minimal gap between the door edges and the receptacle to reduce leverage points.

The minimum standard for steel or metal receptacles would be a locker room style locker with a solid metal lock. The receptacle must be fixed to the floor or wall with at least two suitable bolts to prevent easy removal. Please note that Brownbuilt (school) lockers do not meet minimum standard for steel or metal receptacles unless they have been reinforced to prevent the door or any panel from being peeled open.

The receptacle should be fitted with an effective flush mounted metal lock or if padlocks are used they must be of good quality and have a substantial shackle of hardened steel. The fixture securing the door must be able to resist attempts to be broken without unlocking the padlock, e.g. hammer strikes, twisting and hacksaw. A method of securing the padlock shackle against bolt cutters and cutting should be considered, such as a housing over the lock or a closed shackle padlock.

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**17.6 QVMAG Firearms Policy (07-Plx-007)...(Cont'd)**

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**Alternative arrangements**

If a licensee has made alternative storage arrangements for their firearms, they must be able to satisfy the Commissioner of Police that the firearms storage is suitable and must meet or exceed the legislative requirements. Commercially available gun safes are normally acceptable given that they comply with the above guidelines. If unsure of the suitability of a commercially available product, please contact Firearms Services, Tasmania Police for advice.

**Consultation**

In the review of this document, the Firearms Act 1996 was reviewed, in addition to the above documentation. In addition, consultation with Tasmania Police in relation to the construction of the dedicated armoury has ensured us that the policy continues to reflect current standards.

Relevant legislation is explained on the Tasmania Police website, at <http://www.police.tas.gov.au/services-online/firearms/firearms-storage/>

**ECONOMIC IMPACT:**

Consideration contained in Report

**ENVIRONMENTAL IMPACT:**

Consideration contained in Report

**SOCIAL IMPACT:**

Consideration contained in Report

**STRATEGIC DOCUMENT REFERENCE:**

QVMAG Strategic Plan 2012-2017

**BUDGET & FINANCIAL ASPECTS:**

N/A

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17.6 QVMAG Firearms Policy (07-Plx-007)...(Cont'd)

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**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
**Richard Mulvaney: Director Queen Victoria Museum & Art Gallery**

**ATTACHMENTS:**

1. QVMAG Firearms Policy (07-Plx-007)
-



City of Launceston  
Reference No. 07-Plx-007  
Version: Draft 15/06/2015  
Approved By: Council

---

## **QVMAG Firearms Policy**

### **PURPOSE:**

To enable the Queen Victoria Museum and Art Gallery (QVMAG) to manage the firearms held in the History Collection in accordance with the QVMAG's Collection Policy and the legal responsibilities imposed by the *Firearms Act 1996*.

### **SCOPE:**

Applies to the QVMAG and its employees.

### **POLICY:**

#### **Introduction:**

The QVMAG holds within its History collection a number of firearms for the purpose of research, preservation, interpretation and display. QVMAG management has a responsibility to ensure that the storage, handling and display of these items satisfies any legislative requirements and appropriate risk management principles.

#### **Legislative Requirements**

In accordance with the *Firearms Act 1996* the QVMAG will:-

- Ensure that the Director of the QVMAG or his or her delegate holds a current Firearms Museum Licence appropriate to the categories of firearms held in the QVMAG collection.
- Store firearms according to the prescribed conditions.
- Provide the Commissioner of Police with a current listing of all firearms held by the QVMAG and ensure that the currency of the list is maintained as additional firearms are acquired.
- Notify the Police when items are moved between QVMAG sites or if changes are made to security arrangements.

#### **Operational Requirements**

In order to ensure compliance with the legislative requirements the QVMAG will:-

- Ensure that access to the Arms Store is restricted to the Director of the QVMAG and QVMAG collection management staff authorised in writing by the Director.
- Reserve the right to refuse an individual access to weapons held in its care.
- Recognise the obligations to comply with the conditions imposed by the *Firearms Act 1996*.

City of Launceston  
Reference No. 07-Plx-007  
Version: Draft 15/06/2015  
Approved By: Council

---

## QVMAG Firearms Policy

### **PRINCIPLES:**

Council's Organisational Values apply to all activities.

### **RELATED POLICIES & PROCEDURES:**

#### **Related Policies**

QVMAG Collection Policy Draft Version 15/06/2015

### **RELATED LEGISLATION:**

Firearms Act 1996

Firearms Regulations 2006

### **REFERENCES:**

Relevant legislation is explained on the Tasmania Police website, at <http://www.police.tas.gov.au/services-online/firearms/firearms-storage/>

### **DEFINITIONS:**

N/A

### **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.

City of Launceston  
 Reference No. 07-Plx-007  
 Version: Draft 15/06/2015  
 Approved By: Council

## QVMAG Firearms Policy

### DOCUMENT INFORMATION:

<b>Reference Number:</b>	07-Plx-007
<b>Version:</b>	Draft 15/06/2015
<b>Review:</b>	Five years from date of approval
<b>Key Function:</b>	Cultural Development
<b>System:</b>	
<b>Document Type:</b>	Policy
<b>Responsible Directorate:</b>	Museum
<b>Approved by:</b>	Launceston City Council
<b>Action Officer:</b>	Richard Mulvaney
<b>Text Search Key Words</b>	queen victoria museum art gallery firearms

<b>To be Communicated To:</b> <i>(To be identified by Action Officer or Approver)</i>  (Insert ✓ in relevant row)	Department/Area only
	Directorate via Director and Managers
	Specific Areas: •
	<input checked="" type="checkbox"/> Council-wide
	<input checked="" type="checkbox"/> Council Website
	Intranet

<b>Hard Copy Distribution:</b>	
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**17.7 QVMAG Human Remains Policy (07-Plx-005)****FILE NO:** SF5784**AUTHOR:** Martin George (Collections and Research Manager)**DIRECTOR:** Richard Mulvaney (Director Queen Victoria Museum and Art Gallery)

---

**DECISION STATEMENT:**

To consider the revised QVMAG Human Remains Policy (07-Plx-005).

**PREVIOUS COUNCIL CONSIDERATION:**

Council approved the previous version of this policy on 24 September 2007.

**RECOMMENDATION:**

That Council approve the QVMAG Human Remains Policy (07-Plx005).

**PURPOSE:**

To state the City of Launceston's commitment to the sensitive and culturally appropriate management of Human Remains in the collections of the Queen Victoria Museum and Art Gallery (QVMAG).

**SCOPE:**

The policy applies to all human remains of Aboriginal and Torres Strait Islander people irrespective of age. The policy will also be used as the basis for managing human remains of all other peoples irrespective of race.

**POLICY:****Preamble**

The QVMAG should not hold any items which are not of scientific or cultural importance.

The utmost sensitivity must be observed in dealing with human remains.

**General**

- 1.1 No conditions will be placed unilaterally by the QVMAG on the return of human remains.
-

**17.7 QVMAG Human Remains Policy (07-Plx-005)...(Cont'd)**

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**Acquisition**

- 1.2 The QVMAG will not seek to acquire human remains.

**Return**

- 1.3 The ancestral remains of Aboriginal and Torres Strait Islander people will be dealt with in accordance with the wishes of the deceased or their relatives or their community Elders.
- 1.4 Aboriginal and Torres Strait Islander people from the community from which the person came must be involved in determining the future disposition of remains which are returned by the QVMAG.
- 1.5 All requests for the return of Aboriginal and Torres Strait Islander remains will be promptly and sensitively dealt with by the QVMAG.

**Custodianship**

- 1.6 The Museum, acting in the role of custodian, may retain or hold human remains on behalf of the relevant community if requested to do so by them and shall abide by any reasonable conditions sought by the community.

**Storage, access and display**

- 1.7 Human remains, if retained by the Museum, will be properly stored in an area separate from other parts of the collection and treated with respect at all times.
- 1.8 Access to human remains held by the Museum will be carefully controlled in accordance with the wishes of the relevant cultural groups.
- 1.9 Human remains will not be displayed to the public, except in special circumstances where parts of remains are an integral part of other items such as human teeth incorporated in an item of personal attire, the display of which is agreed to by the relevant community, their descendants or those authorised by them.

**Scientific and cultural significance**

- 1.10 The QVMAG recognises the potential value that human remains may have to the scientific advance of knowledge. However, any research undertaken on ancestral remains must have the free and informed consent of traditional custodians and comply with appropriate ethical research guidelines.
-

**17.7 QVMAG Human Remains Policy (07-Plx-005)...(Cont'd)**

---

**REPORT:**

It has never been more important to have a policy relating to the way in which the QVMAG deals with ancestral human remains. This applies to all human remains but the policy is particularly relevant to the remains of Australian Aboriginal and Torres Strait Islander People.

The subject of human remains gives rise to culturally sensitive issues. Two very important points in the Policy are that the QVMAG will not hold items which are not of scientific or cultural importance, and that remains of Aboriginal and Torres Strait Islander people will be dealt with in accordance with the wishes of the deceased or their relatives or their community Elders.

This policy was developed so as to ensure that the QVMAG was in line with best practice, in particular many of the principles included in Continuous Culture Ongoing Responsibilities: Guidelines for Dealing with Australian Indigenous Heritage, Museums Australia 2005. This important document makes it clear, among many other principles, that:

Aboriginal and Torres Strait Islander people should be involved in policy decisions affecting their cultural heritage in all areas of museum practice and at all levels – from high level issues of governance through to daily practices such as collection management, interpretation and access; and

All museums should strive for best practice with their Indigenous Australian collections and programs and should play a role in helping Aboriginal and Torres Strait Islander people to fulfil their aspirations in how they store and use their cultural material.

As with all policies that are to be reviewed in the future, important consideration will be given to views of the Aboriginal and Torres Strait Islander People in gaining understanding of issues relating to cultural sensitivity.

The QVMAG's relationship with the Aboriginal Community will soon be strengthened by the establishment of the Gallery of the First Tasmanians at the QVMAG Art Gallery.

**ECONOMIC IMPACT:**

Consideration contained in Report

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**17.7 QVMAG Human Remains Policy (07-Plx-005)...(Cont'd)**

---

**ENVIRONMENTAL IMPACT:**

Consideration contained in Report

**SOCIAL IMPACT:**

Consideration contained in Report

**STRATEGIC DOCUMENT REFERENCE:**

QVMAG Strategic Plan 2012-2017

**BUDGET & FINANCIAL ASPECTS:**

N/A

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
**Richard Mulvaney: Director Queen Victoria Museum & Art Gallery**

**ATTACHMENTS:**

1. QVMAG Human Remains Policy (07-Plx-005)
-

City of Launceston  
Reference No. 07-Plx-005  
Version: Draft 15/06/2015  
Approved By: Council

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## **QVMAG Human Remains Policy**

### ***PURPOSE:***

To state the City of Launceston's commitment to the sensitive and culturally appropriate management of Human Remains in the collections of the Queen Victoria Museum and Art Gallery (QVMAG).

### ***SCOPE:***

The policy applies to all human remains of Aboriginal and Torres Strait Islander people irrespective of age. The policy will also be used as the basis for managing human remains of all other peoples irrespective of race.

### ***POLICY:***

#### **Preamble**

The QVMAG should not hold any items which are not of scientific or cultural importance.

The utmost sensitivity must be observed in dealing with human remains.

#### **General**

- 1.1 No conditions will be placed unilaterally by the QVMAG on the return of human remains.

#### **Acquisition**

- 1.2 The QVMAG will not seek to acquire human remains.

#### **Return**

- 1.3 The ancestral remains of Aboriginal and Torres Strait Islander people will be dealt with in accordance with the wishes of the deceased or their relatives or their community Elders.
- 1.4 Aboriginal and Torres Strait Islander people from the community from which the person came must be involved in determining the future disposition of remains which are returned by the QVMAG.
- 1.5 All requests for the return of Aboriginal and Torres Strait Islander remains will be promptly and sensitively dealt with by the QVMAG.

#### **Custodianship**

- 1.6 The Museum, acting in the role of custodian, may retain or hold human remains on behalf of the relevant community if requested to do so by them and shall abide by any reasonable conditions sought by the community.

#### **Storage, access and display**



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## **QVMAG Human Remains Policy**

- 1.7 Human remains, if retained by the Museum, will be properly stored in an area separate from other parts of the collection and treated with respect at all times.
- 1.8 Access to human remains held by the Museum will be carefully controlled in accordance with the wishes of the relevant cultural groups.
- 1.9 Human remains will not be displayed to the public, except in special circumstances where parts of remains are an integral part of other items such as human teeth incorporated in an item of personal attire, the display of which is agreed to by the relevant community, their descendants or those authorised by them.

### **Scientific and cultural significance**

- 1.10 The QVMAG recognises the potential value that human remains may have to the scientific advance of knowledge. However, any research undertaken on ancestral remains must have the free and informed consent of traditional custodians and comply with appropriate ethical research guidelines.

City of Launceston  
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## **QVMAG Human Remains Policy**

### ***PRINCIPLES:***

Council's Organisational Values apply to all activities.

### ***RELATED POLICIES & PROCEDURES:***

Current procedures arising from the implementation of the existing policy will be reviewed in accordance with the revised policy.

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

Museums (Aboriginal Remains) Act 1984.  
Aboriginal and Torres Strait Islander Heritage Protection Act 1984

### ***REFERENCES:***

Continuous Culture ongoing responsibilities: Guidelines for Dealing with Australian Indigenous Heritage, Museums Australia 2005

The following National Museum of Australia policies and further information relating to repatriation are published at:

[http://www.nma.gov.au/history/aboriginal-torres-strait-islander-cultures-histories/repatriation:](http://www.nma.gov.au/history/aboriginal-torres-strait-islander-cultures-histories/repatriation)

National Museum of Australia Aboriginal and Torres Strait Islander human remains policy (PDF 68kb)

National Museum of Australia Aboriginal and Torres Strait Islander secret/sacred and private material policy (PDF 69kb)

National Museum of Australia Return of cultural objects policy (PDF 68kb)

### ***DEFINITIONS:***

N/A.

### ***REVIEW:***

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

City of Launceston  
 Reference No. 07-Plx-005  
 Version: Draft 15/06/2015  
 Approved By: Council

**QVMAG Human Remains Policy**

**DOCUMENT INFORMATION:**

<b>Reference Number:</b>	07-Plx-005
<b>Version:</b>	Draft 15/06/2015
<b>Review:</b>	Five years from date of approval
<b>Key Function:</b>	Cultural Development
<b>System:</b>	N/A
<b>Document Type:</b>	Policy
<b>Responsible Directorate:</b>	Museum
<b>Approved by:</b>	Council
<b>Action Officer:</b>	Richard Mulvaney
<b>Text Search Key Words</b>	human skeletal remains aboriginal bones indigenous collections

<b>To be Communicated To:</b> <i>(To be identified by Action Officer or Approver)</i>  (Insert ✓ in relevant row)	Department/Area only
	Directorate via Director and Managers
	Specific Areas:
	•
	✓ Council-wide
✓ Council Website	
	Intranet

<b>Hard Copy Distribution</b>	
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**18 INFRASTRUCTURE SERVICES**

**18.1 Charitable Organisations - Concessional Entry to Council's Waste Disposal Facilities**

**FILE NO:** SF0628

**AUTHOR:** Regan East (Waste Management Officer)

**DIRECTOR:** Shane Eberhardt (Acting Director Infrastructure Services)

**DECISION STATEMENT:**

To consider the value of concessions to approved charitable organisations for waste disposal to the Launceston Waste Centre for the 2015/16 financial year.

**PREVIOUS COUNCIL CONSIDERATION:**

Item 17.2 - Council meeting 23 June 2014  
To determine the value of concessions for 2014/2015

**RECOMMENDATION:**

That Council, in respect of clause 4(e) of the '*Concessional Entry to Council's Waste Disposal Facilities*' policy (12-PI-014), approves the organisations and concessional entry values for the financial year 2015/16, as shown in Table 1.

**Table 1: Recommended concessional entry values 2015/16**

Organisation Name	2015/16 recommendation
Cancer Council of Tasmania	\$25
Connections Op Shop Inc.	\$350
Door of Hope Christian Church	\$800
Fusion Home Support	\$500
Launceston Benevolent Society Inc.	\$400
Launceston City Mission	\$18,000
Launceston Legacy Inc.	\$75
Lions Club of Kings Meadows	\$100
New Horizons Club Inc.	\$75
Northern Occupational Support Service - Bluegum	\$2,000
PCYC	\$150
RSPCA Tasmania (Launceston Branch)	\$1,100
Salvos Store	\$2,800

**18.1 Charitable Organisations - Concessional Entry to Council's Waste Disposal Facilities...(Cont'd)**

Organisation Name	2015/16 recommendation
Self Help Workplace	\$4,000
St Michaels Association	\$500
St Vincent de Paul Society	\$4,000
Veterans Support Group	\$500
Zions Hill Community Care Inc	\$250
<b>TOTAL</b>	<b>\$35,625</b>

**REPORT:**

**Introduction:**

This is the fifth year that Council has advertised and received applications for *Concessional Entry to Waste Disposal Facilities*. Advertisements were placed in the Examiner newspaper every Saturday for five consecutive weeks from 4 April 2015 to 2 May 2015. Application forms were also forwarded to approved 2014/2015 concessional entry holders. The application period was open for five weeks.

The proposed budget amount for 2015/16 is \$36,697 and is increased from \$35,628 in 2014/15.

**Policy Details:**

The policy requires organisations to meet tests in order to be deemed "charitable" and to be considered for a subsidy to offset their waste disposal charges at the Launceston Waste Centre. The "charitable" test can be satisfied in one of two ways – either by providing an ATO Exemption Certificate or by proving community and charitable benefit. Table 2 shows the applications received together with their nominated subsidy. Each of the charities listed meets the "charitable" test required by Council.

The assessment was completed by the City Services Supervisor, Barry Pickett, the Waste Management Officer, Regan East, and endorsed by the Community Grants Committee on 28 May 2015.

## **18.1 Charitable Organisations - Concessional Entry to Council's Waste Disposal Facilities...(Cont'd)**

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### **Application Assessment:**

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

Table 2 shows the value of each applicant's claim in previous years and the recommended amount for financial year 2015/16.

The Committee considered the reasonableness of the claims for financial year 2015/16 based on the previous history of the organisation, the percentage of approved claim used in 2014/15 and in previous years, and the description of the charitable activity proposed for the coming year. Given that the value of the total claims exceeded the proposed budget, and to ensure that the total budget limit is not exceeded, it was necessary for the Committee to recommend a reduction where the claims significantly differed from the value of waste disposed in the 14/15 year (based on claims processed as at 14 April 2015, unless otherwise noted) and in the preceding years. The results of this assessment are shown in Table 2.

Additionally, given the disparity between the funding requested and the budget available in combination with the overall goal of the Council to reduce waste to landfill, some organisations had their funding value reduced in order to encourage greater uptake of recycling practices. To support this, a letter outlining the availability of the Launceston Recycling Centre to accept domestic sized, sorted loads has been distributed to all application organisations.

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## 18.1 Charitable Organisations - Concessional Entry to Council's Waste Disposal Facilities...(Cont'd)

**Table 2**

Organisation Name	2012/13 actual expenditure	2013/14 actual expenditure	2014/15 actual expenditure	2015/16 request	2015/16 recommendation
Cancer Council of Tasmania	\$117	\$12	\$12.87	\$50	\$25
Connections Op Shop Inc.	\$349	\$397	\$247.99	\$500	\$350
Door of Hope Christian Church	\$499	\$525	\$640.11	\$900	\$800
Fusion Home Support	\$728	\$349	\$400.33	\$700	\$500
Launceston Benevolent Society Inc	\$577	\$505	\$307.71	\$700	\$400
Launceston City Mission	\$19,738	\$19,070	\$15,652.72	\$23,000	\$18,000
Launceston Legacy Inc	\$92	\$79	\$53.38	\$200	\$75
Lions Club of Kings Meadows	\$88	\$99	\$84.58	\$150	\$100
New Horizons Club Inc.	\$67	\$97	\$66.11	\$150	\$750
Northern Occupational Support Service - Bluegum	\$1,538	\$1,070	\$1,683.84	\$2,500	\$2,000
PCYC	\$114	\$132	\$129.15	\$1,400	\$150
RSPCA Tasmania (Launceston Branch)	\$959	\$610	\$980.91	\$1,200	\$1,100
Salvos Store	\$2,258	\$2,062	\$2,761.19 22 April 2015	\$4,200	\$2,800
The Salvation Army Property Trust (Launceston)	-	\$26	\$14.70	\$50	\$0
Self Help Workplace	\$3,837	\$2,726	\$3,475.36	\$4,630	\$4,000
St Michael's Association	\$1,775	\$263	\$445.91	\$1,000	\$500
St Vincent de Paul Society	\$4,208	\$3,332	\$3,474.62	\$4,500	\$4,000
Veterans Support Group	\$443	\$513	\$505.13 12 May 2015	\$500	\$500
Worldview Centre for Intercultural Studies	\$11	\$12	\$0	\$200	\$0
Zions Hill Community Care Inc.	\$178	\$174	\$202.29	\$800	\$250
Veteran Car Club of Australia	-	-	-	\$80	\$0
<b>TOTAL</b>	<b>\$38,382</b>	<b>\$32,376</b>	<b>\$31,048.90</b>	<b>\$47,410</b>	<b>\$35,625</b>

**18.1 Charitable Organisations - Concessional Entry to Council's Waste Disposal Facilities...(Cont'd)**

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The value recommended reflects the proposed 2015/16 spend. The Committee accepted that the value of the concession between groups would vary significantly - given that the size of the candidate organisations varied from very small to very large and that the benevolent activities would also vary as widely.

**ECONOMIC IMPACT:**

No impact is expected to the broader community.

**ENVIRONMENTAL IMPACT:**

N/A

**SOCIAL IMPACT:**

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

**STRATEGIC DOCUMENT REFERENCE:**

The goal within Council's Strategic Plan (2008-2013) which is considered relevant is within Priority Area 3: Social & Economic Environment – *Promoting a healthy, prosperous and positive community.*

**BUDGET & FINANCIAL ASPECTS:**

The draft budget for 2015/16 provides an allowance of \$36,697.

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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



**Shane Eberhardt: Acting Director Infrastructure Services**

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**18.2 Lease - Rocherlea Hall****FILE NO:** SF0376**AUTHOR:** Tricia De Leon-Hillier (Parks Lease Management Officer)**DIRECTOR:** Shane Eberhardt (Acting Director Infrastructure Services)

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**DECISION STATEMENT:**

To consider a proposal from the Northern Suburbs Community Centre to re-lease the Rocherlea Hall situated at 23-41 Archer Street (Folio 48922/2). This decision requires an absolute majority of Council.

**PREVIOUS COUNCIL CONSIDERATION:**

Council Item 17.1 - 22 July 2013  
This item approved a two year lease.

**RECOMMENDATION:**

That Council, in respect to a proposal received seeking the leasing of public land situated at 23-41 Archer Street Rocherlea, known as the Rocherlea Hall ([Attachment 2](#)) to the Northern Suburbs Community Centre (NSCC) for five years subject to the following terms:

- the term shall be five (5) years commencing on 7 October 2015,
  - the lease amount shall be \$1 per annum if demanded,
  - tenant to be responsible for:
    - energy costs
    - volumetric and connection charges for water
  - tenant shall continuously maintain:
    - building in good and reasonable order
    - the cleaning of and provision of supplies for the toilets and kitchen
    - public liability insurance of at least \$10 million
  - other regular hirer/s having continued access to the hall for their normal time slots,
  - user fees for both regular and casual users not to exceed Council's Community Hall, fees and charges unless otherwise agreed to by the hirer,
  - user fees for both regular and casual hirers to be paid to NSCC, and
  - land owner approval for the placement of two shipping containers for storage subject to the lessee obtaining planning approval.
-

**18.2 Lease - Rocherlea Hall...(Cont'd)**

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**REPORT:**

The Northern Suburbs Community Centre (NSCC) was established in 1983 and provides a range of services to the communities of Rocherlea, Mayfield and Newnham just to name a few. The aim of NSCC is to provide a friendly, relaxed meeting place for all members of the community, and to ensure that all users of the centre have the opportunity to grow personally, socially and educationally in a safe and supportive environment. One of their objectives is to provide programs which cater for the needs of individuals, counselling and referral services for the community. As well as to provide a location for community meetings that enable local residents with the opportunity to plan, administer and evaluate programs that affect their families and the community.

NSCC are currently managing all other bookings as needed by the local community, such as the Men's Bizz Group and the Kids Shed after school program. Their current two year lease is due to expire on the 8 October 2015 and they seek Council approval to re-lease the hall for a five year period (Attachment 1). NSCC currently have one shipping container within their lease area and the new lease area has been changed slightly in shape to enable a second shipping container to be placed there, subject to planning approval. The placement of the shipping containers is proposed to be for a three year term and the roof will be designed to be relocatable along with the shipping containers to an alternative site.

The NSCC is a non for profit organisation and receive funding from various sources throughout the year, however the majority of their funding comes from the Department of Health and Human Services.

The property Rocherlea Recreation Ground & Hall was placed on the Public Land Register by a decision of Council on 11 August, 2003 Agenda item 14.3. Section 179 of the *Local Government Act* 1993 provides that "a Council may lease public land for a period not exceeding 5 years without complying with Section 178".

Because the property is Public Land and the lease is for a period of 5 years it is not necessary to advertise the disposal of an interest in land. A nominal lease value has been specified.

**ECONOMIC IMPACT:**

This project will not have a significant economic impact.

**ENVIRONMENTAL IMPACT:**

This project will have minimal environmental impact.

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**18.2 Lease - Rocherlea Hall...(Cont'd)**

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**SOCIAL IMPACT:**

This project will have a positive social impact through improved facilities for use by the Northern suburbs community and the opportunity for current programs to continue and new programs to commence in the area.

**STRATEGIC DOCUMENT REFERENCE:**

The key directions within Council's Strategic Plan (2014-2024) which are considered relevant:

- 1.1.3 To optimise the use and usability of our assets for different types of activities.
- 2.1.6 To promote active and healthy lifestyles.
- 4.1.6 To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.

**BUDGET & FINANCIAL ASPECTS:**

\$1 per annum if demanded.

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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



**Shane Eberhardt: Acting Director Infrastructure Services**

**ATTACHMENTS:**

- 1. Letter of proposal from Northern Suburbs Community Centre
  - 2. Map of leased area
-

**ALL VENUES**

Postal Address:  
P.O. Box 143  
Mowbray 7248

**Attachment 1**

ABN 95 017 450 530  
Phone: (03) 63 265506  
Fax: (03) 63 262713

6<sup>th</sup> May 2015

Dear Alderman

The Northern Suburbs Community Centre Inc is currently managing the Rocherlea Community Hall at Archer Street Rocherlea. The current contract with LCC is about to cease and we are seeking the opportunity to renew the contract and suggest this happens for a period of at least 5 years.

The hall is utilized weekly by Northern Suburbs Community Centre and currently houses the Mens Bizz Group on Monday and Wednesday, KidsShed afterschool program Tuesdays, EACH Social Support for 65plus on Thursdays

NSCC community events including Community lunches, AGM, Volunteer breakfasts, Seniors Week luncheon, Harmony Day are also delivered from the hall during the year.

The hall continues to be utilized by the wider community and bookings for this are managed entirely by NSCC and have included over the past 12 months a wedding, drumming, folk workshops, church groups, children's birthday parties, christening, and badminton (weekly)

NSCC currently maintains the hall with the cleaning, supplies for the toilets & kitchen area eg toilet rolls, hand towel paper and also manages the payment of the power.

We see the Rocherlea Hall as an asset for the local & wider community use including NSCC programs and activities and NSCC are keen to continue to use the hall for no cost as we continue our role as Managers.

NSCC Management Committee & Staff along with the community, greatly appreciates the ongoing support of the Launceston City Council & wish to say thank you for the upgrades to the kitchen area and the placement of new heating, all of which has certainly made the space a more welcoming environment & assisted with the increased useage.

Yours sincerely,

Denise Delphin  
NSCC Centre Manager

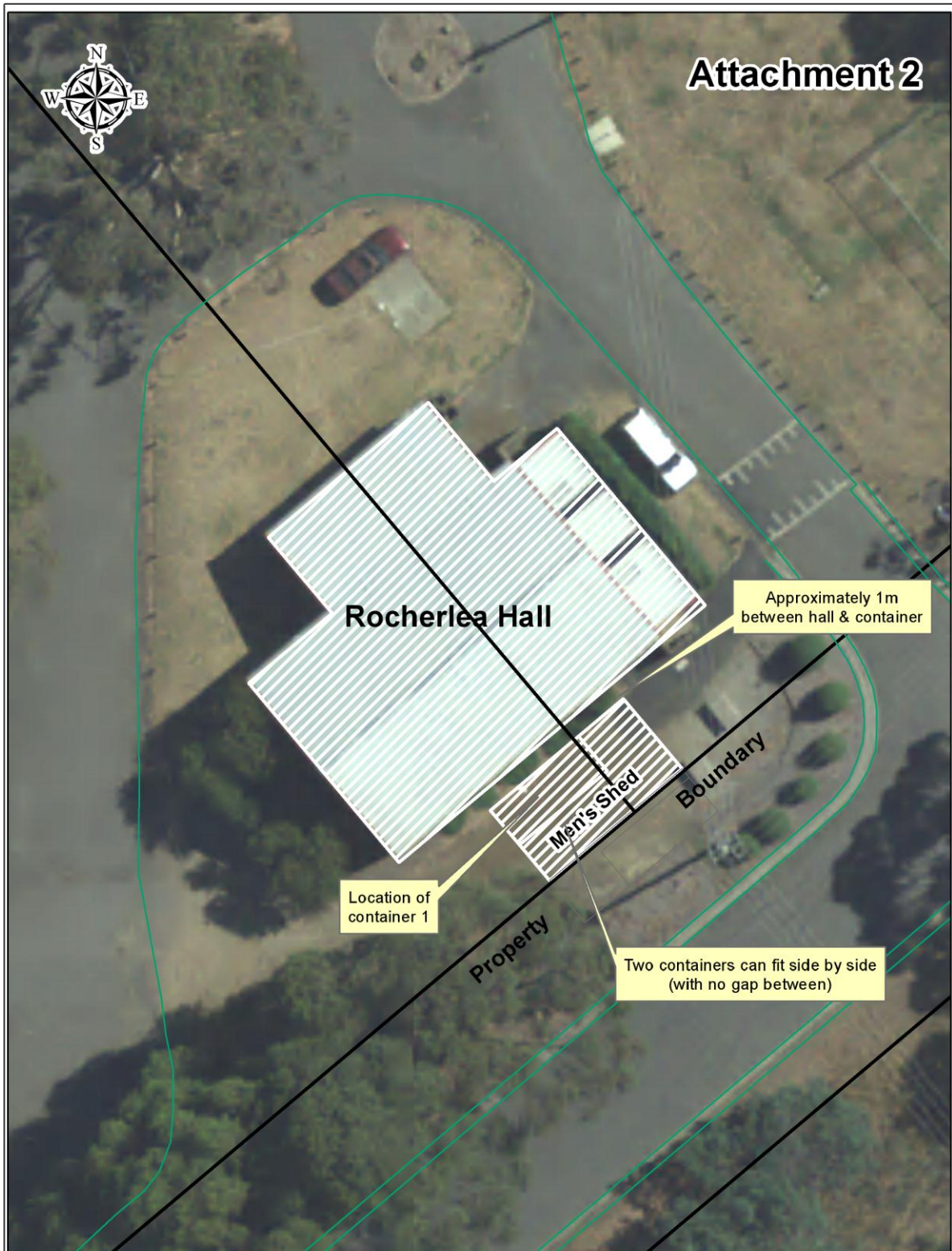
[manager@northernsuburbscommunitycentres.org.au](mailto:manager@northernsuburbscommunitycentres.org.au)

N.S. Community Centre Mowbray  
Dover St  
Mowbray, Tas 7248  
Phone: (03) 63 266776

**"ANCORA IMPARO"**  
*I am still learning*

Li-Lea Pad Child Care Centre  
11 Blackwood Dr.  
Rocherlea, Tas 7248  
Phone: (03) 63 266786

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Created: 21/5/2015 CRM

NOTE:

While all reasonable care has been taken to ensure the accuracy of the information portrayed on this plan its purpose is to provide a general indication of the location of Council services. The information provided may contain errors or omissions and the accuracy may not suit all users. A site inspection and investigation is recommended before commencement of any project based on this data. This note forms an integral part of this plan. Launceston City Council 2015

### Northern Suburbs Community Centre

Scale: 1:250  
(at A4)



**18.3 Lease - Launceston Bowls and Community Club****FILE NO:** 80940 / 57350**AUTHOR:** Andrew Smith (Manager Parks and Recreation)**DIRECTOR:** Shane Eberhardt (Acting Director Infrastructure Services)

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**DECISION STATEMENT:**

To approve leasing an area of land at 78 Paterson Street, Launceston (Title Ref 138978 Folio 10) for a period of 14 years (5 + 5 + 4 years) to the Launceston Bowls & Community Club. This decision requires an absolute majority of Council.

**PREVIOUS COUNCIL CONSIDERATION:**

Council Item 17.2 - 24 February 2014

Approved a 14 year lease following the construction of a synthetic green, and that the leased area will exclude the public road but include the actual occupied area including the Club's car park.

SPPC Item 4.4 - 3 February 2014

Discussion of revised request and officer opinion.

SPPC Item 4.4 - 7 October 2013

Presentation by Launceston Bowls Club on request for long-term lease.

SPPC Item 4.5 - 5 August 2013

Background report on request by Launceston Bowls Club for long-term lease.

**RECOMMENDATION:**

That Council in respect to an area of land at 78 Paterson Street, Launceston (Title Ref 138979 Folio 10) for the purposes of a community bowls club resolves to lease this area in accordance with S178 *Local Government Act* 1993 to the Launceston Bowls & Community Club subject to the following terms:

- the term shall be 14 years (5 + 5 + 4 years) commencing on 1 July 2015
  - the lease amount shall be \$1 per annum if demanded
  - the tenant to obtain a planning permit under Section 80 of Local Government (Building and Miscellaneous Provisions) Act 1993 is required for any lease over 10 years
-

**18.3 Lease - Launceston Bowls and Community Club...(Cont'd)**

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- tenant to be responsible for:
    - equivalent Council rates
    - Government taxes
    - energy costs
    - volumetric and connection charges for water
    - sewer charges
  - tenant shall continuously maintain:
    - building in good and reasonable order
    - property insurance equal to the value of the building
    - public liability insurance of at least \$10 million
- 

**REPORT:**

At the Council meeting, 24 February 2014 Council adopted the following recommendation.

*That Council notifies its intention to lease public land pursuant to Section 178 of the Local Government Act, which requires that the lease of public land that exceeds five years be advertised on at least two separate occasions in a daily newspaper circulating in the municipal area. The advertisement is to advise that objections to the proposed lease may be made to the general manager within 21 days of the date of the first publication. Council is to consider any objection lodged.*

Advertisements were placed in the Examiner Newspaper on Saturday, February 7, 2015 and again on Saturday, February 14, 2015. No correspondence regarding the proposed lease was received by the closing date of 1 March, 2015 nor has there been any received subsequently.

The lessee has installed a synthetic green blanket up to the value of \$226,600 (inclusive of GST) and it was officially opened on the 18 January 2015 ([Attachment 2](#)). They have advised that the life of this synthetic blanket is 15 years and have provided for the future replacement when it falls due. They have also agreed to pay all outgoings in relation to electricity, gas and water usage, government taxes and Council rates ([Attachment 3](#)). In accordance with the report to Council on the 24 February 2014 only a nominal rent is recommended.

The lease area proposed will exclude the public road but include the actual occupied area including the Club's car park ([Attachment 1](#)).

Council has fulfilled its obligations with regard to the Local Government Act and can now approve the lease of public land at 78 Paterson Street, Launceston.

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**18.3 Lease - Launceston Bowls and Community Club...(Cont'd)**

The terms and conditions of a new lease will require the lessee to provide a quarterly written report in September, December, March and June of each year, consisting of participation data.

**ECONOMIC IMPACT:**

There is no economic impact with this proposal.

**ENVIRONMENTAL IMPACT:**

There is no environmental impact with this proposal.

**SOCIAL IMPACT:**

This proposal allows a successful tenant to continue to provide an important recreational opportunity for Launceston residents.

**STRATEGIC DOCUMENT REFERENCE:**

The key directions within Council's Strategic Plan (2014-2024) which are considered relevant:

- 2.1.6 To promote active and healthy lifestyles.
- 4.1.6 To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life

**BUDGET & FINANCIAL ASPECTS:**

\$1 per annum if demanded

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**18.3 Lease - Launceston Bowls and Community Club...(Cont'd)**

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**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

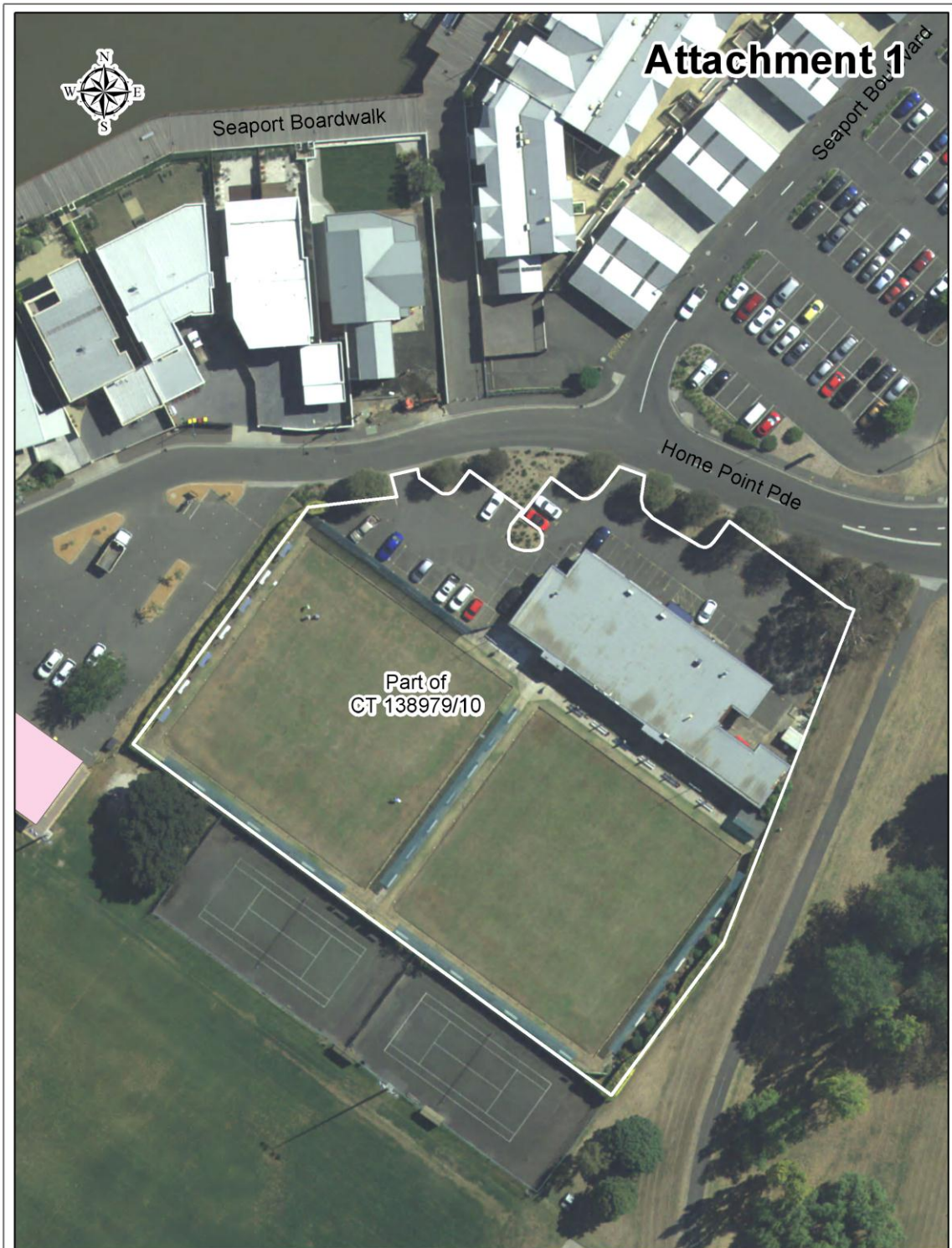
I certify that I have reviewed and approved this advice and recommendation.



**Shane Eberhardt: Acting Director Infrastructure Services**

**ATTACHMENTS:**

1. Map - area to be leased by Launceston Bowls and Community Club
  2. Letter of advice re completion of synthetic green
  3. Letter of proposal
-



Attachment 1

Part of  
CT 138979/10

Printed: 12/02/2015 CRM

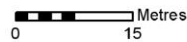
NOTE:

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**Launceston  
Bowls Club  
Lease**

Scale at A4 :

1:750



Attachment 2

LAUNCESTON BOWLS & COMMUNITY CLUB INC.

Established 1888

Home Point Parade, Launceston, Tasmania.  
 P.O. Box 1313, Launceston, Tasmania. 7250.  
 Tel: (03) 6331 6591 Fax: (03) 6331 6587

E-mail: [lbcic@bigpond.com](mailto:lbcic@bigpond.com) Website: [www.launcestonbowlsclub.com.au](http://www.launcestonbowlsclub.com.au)

President: Brian Connolly  
 Home: 6327 3852  
 Mobile: 0408 170 694

Secretary: Pat McLean  
 Home: 6344 2951  
 Mobile: 0409 616 105

January 20<sup>th</sup>, 2015

Mr. A. Smith,  
 Manager Parks & Recreation,  
 Launceston City Council,  
 P.O. Box 396,  
 Launceston. 7250.

FILE No.	80940		
EO	<input checked="" type="checkbox"/>	OD	Box <input checked="" type="checkbox"/>
RCV'D 22 JAN 2015 LCC			
Doc No.			
Action Officer	Noted	Replied	
A SMITH			

Dear Mr Smith,

Re: Lease Extension Launceston Bowls & Community Club Inc.

As you are aware, our Immediate Past President - Vic Del Vecchio - represented our Club in past correspondence with you relating to our request to Council for a long term lease agreement.

With reference to your letter to Vic, dated 04.02.14, in which you advised that "a revised lease period of 14 years would be approved following construction of a Synthetic Green" I now wish to advise yourself and Council that:-

- The Launceston Bowls & Community Club has successfully financed and paid an amount of \$226,600 (GST inclusive) for the construction of a Synthetic Green.
- The Synthetic Green has been laid and was officially opened on January 18<sup>th</sup>, 2015.

On behalf of the Board and members of our Club I wish to thank you most sincerely for your time and advice in assisting us with our lease extension.

We look forward to the Council's completion of the 14 year lease term and note your advice (your correspondence 04.02.14) that the lease area proposed in the new lease agreement "will exclude the public road but include the actual occupied area including the Club's car park."

Thank you again.

Yours sincerely,



(Mrs) Pat McLean,  
 Club Secretary,  
 Launceston Bowls & Community Club Inc.



Attachment 3

**LAUNCESTON BOWLS & COMMUNITY CLUB INC.**

Established 1883  
 Home Point Parade, Launceston, Tasmania.  
 P.O. Box 1313, Launceston, Tasmania. 7250.  
 Tel: (03) 6331 6591 Fax: (03) 6331 6587  
 E-mail: lbc@bigpond.com Website: www.launcestonbowlsclub.com.au

President: Brian Connolly  
 Home: 6327 3852  
 Mobile: 0408 170 694  
 April 15<sup>th</sup>, 2015

FILE No.	45760			Secretary: Pat McLean
EO	OD	Box		Home: 6344 2951
RCVD 16 APR 2015 LCC				Mobile: 0409 616 105
Doc No.				
Action Officer		Noted	Replied	
A SMITH				

Mr. A. Smith,  
 Manager Parks & Recreation,  
 Launceston City Council,  
 P.O. Box 396, Launceston. 7250.

Dear Andrew,

Re: Lease Extension Launceston Bowls & Community Club Inc.

Following the visits to Launceston Bowls & Community Club Inc. by yourself and Tricia in connection with our Club's application for an extension to our lease of 14 years, we have studied the new breakdown of rent and costs as outlined in the document provided.

Firstly, we thank you for your valuable time and input to the discussions relating to the document.

We acknowledge that most of the items listed are currently being fulfilled by the Bowls Club - the exceptions are the proposed rental and the Government taxes. The Government taxes we can handle. We acknowledge the requirements to fulfill our obligations regarding Government taxes etc. With 60% of our membership being over 60 years of age any fees or taxes will ultimately fall on our membership to furnish.

You are aware that the Bowls Club has recently invested \$206,000 plus GST in your property, with the installation of a synthetic bowling green. This asset has a suggested life of 15 years which means that in 15 years a replacement surface will be required. We realize that "cost" will have to be provided for by the Club from now.


Realizing this fact we will need to set funds aside for a Project Replacement Fund on the basis of approximately \$1,000.00 per month for the next 15 years to accumulate \$180,000, to which interest would accrue, but at what rate?

The Bowls Club's financial results are being prepared to March 31<sup>st</sup>, 2015 and an assessment, subject to audit, indicates a surplus before depreciation of around \$14,000, and the 2014 depreciation was \$12,700, so we have no fat and will be unable to fulfill the rent requirement.

Our organization is not a Business or a Company but a Community Club wherein it is our endeavour to provide any surplus for the betterment of the Bowls Club and to help the Community - this has been the aim since our Club's inception in 1883.

We respectfully submit this correspondence on behalf of the Board and Members of the Launceston Bowls & Community Club Inc.

Yours faithfully,



Brian Connolly,  
 Club President, Launceston Bowls & Community Club Inc.

**18.4 Lease - Kings Meadows Bowls Club****FILE NO:** 85490/86310**AUTHOR:** Tricia De Leon-Hillier (Parks Lease Management Officer)**DIRECTOR:** Shane Eberhardt (Acting Director Infrastructure Services)

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**DECISION STATEMENT:**

To consider leasing an area of land situated at 1-33 Nunamina Avenue known as Nunamina Park as marked on the attached plan to the Kings Meadows Bowls Club.

**PREVIOUS COUNCIL CONSIDERATION:**

Nil

**RECOMMENDATION:**

That Council, in respect to a proposal received seeking the leasing of public land situated at 1-33 Nunamina Avenue (PID 2966626) adjacent to Nunamina Park to the Kings Meadows Bowls Club for five years with one five year option, resolves to:

1. advertise the proposed lease of land on the public land register for a 21 day period in accordance with Section 178 (4) Local Government Act 1993; and
  2. consider any public submissions received and further determine lease terms and conditions if appropriate at a future Council meeting and if necessary seek planning approval to allow the issue of a lease to comply with the *Local Government (Building and Miscellaneous Provisions) Act 1993*.
- 

**REPORT:**

The Kings Meadows Bowls Club (KMBC) has been operating since 1966 and is predominantly run by volunteers. There are two outdoor greens and one indoors (Attachment 1) and currently holds 150 members in total and continues to grow.

Since they began they have independently raised funds or obtained grants for the continuous improvement of their assets. More recently they have invested \$85,000 in providing disabled toilet access, repaired and replaced roof sections and installed solar panels. They currently hold two lease agreements with Council, one each for the indoor and outdoor facilities.

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**18.4 Lease - Kings Meadows Bowls Club...(Cont'd)**

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We have been approached by the KMBC since one of the leases is due to expire and wish to combine the agreement for both outdoor and indoor facility. Their proposal is for a 5 + 5 year lease agreement (Attachment 2). Their planned expenditure of \$55,000 in the immediate years will include installation of extra water tanks, replacement of existing lights in the indoor complex and to build a ramp from Level 1 to the lower Glenn Phair green.

Section 178 of the *Local Government Act 1993* requires that leases of public land that exceed five years be advertised. After the advertised comment period has expired a report will be presented to Council for consideration of comments received and if it determines to proceed with the leasing, lease terms will be considered at that time. If the Council support issuing a lease then it will be necessary to satisfy the *Local Government (Building and Miscellaneous Provisions) Act 1993* which defines leases greater than 10 years as a subdivision hence then requiring a Planning Permit in accordance with the Launceston Planning Scheme.

**ECONOMIC IMPACT:**

There is no economic impact with this proposal.

**ENVIRONMENTAL IMPACT:**

There is no environmental impact with this proposal.

**SOCIAL IMPACT:**

There is no social impact with this proposal other than to allow successful tenants to continue to provide an important recreational opportunity for Launceston.

**STRATEGIC DOCUMENT REFERENCE:**

The key directions within Council's Strategic Plan (2014-2024) which are considered relevant:

- 2.1.3 To contribute to enhanced public health and amenity to promote a safe and secure environment
- 2.1.6 To promote active and healthy lifestyles

**BUDGET & FINANCIAL ASPECTS:**

Financial details to be considered at a later date if applicable.

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**18.4 Lease - Kings Meadows Bowls Club...(Cont'd)**

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**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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



**Shane Eberhardt: Acting Director Infrastructure Services**

**ATTACHMENTS:**

1. Map of leased area
  2. Letter of proposal from Kings Meadows Bowls Club
-





Attachment 1

Approximate lease area  
9350m2

Created: 19/2/2015 CRM

NOTE:

While all reasonable care has been taken to ensure the accuracy of the information portrayed on this plan its purpose is to provide a general indication of the location of Council services. The information provided may contain errors or omissions and the accuracy may not suit all users. A site inspection and investigation is recommended before commencement of any project based on this data. This note forms an integral part of this plan. Launceston City Council 2015

**Kings Meadows  
Bowls Club Inc  
Lease**

Scale: 1:750  
(at A4)





## Attachment 2

### ***KINGS MEADOWS BOWLS CLUB Inc.***

***For the best in Lawn Bowls***

***18 Carr St. PO Box 279 Kings Meadows, 7249***

***Email; kingsmeadowsbowls@bigpond.com***

***Phone 0363 444 664 Fax 0363 448 534***

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21-2-2015

Parks Lease Management Officer  
Town Hall St John Street  
Launceston 7250

Attention: Tricia De Leon-Hillier

Dear Tricia

Thanks for the opportunity to update our current lease arrangements. In our proposal, we would like to submit the following;

- We also propose to run the length of the lease for 5 years with a further 5 years due to planned expenditure.
- All outgoing expenses including, water, electricity insurance, and the external cladding of the buildings and LCC rates would be the responsibility of the Kings Meadows Bowls Club Inc. for the duration of the lease agreement.
- KMBC currently holds the lease on 2 properties and would like to combine them into one lease.

As indicated by President Maxine Viney during recent discussions with you, over recent years, KMBC has spent considerable sums of money on improvements to the property including recent government grants totalling \$85,000. These grants have relieved the pressure on the club and its members considerably, enabling us implement programs that would have otherwise been realistically delayed for several years.

During the past calendar year, the following projects have either been completed or are near completion.

<i>Provided disability toilet facilities</i>	<i>\$10,000</i>	<i>Completed</i>
<i>Repaired and replaced roof sections</i>	<i>\$8,000</i>	<i>Completed</i>
<i>Installed solar panels</i>	<i>\$38,000</i>	<i>Completed</i>
<i>Renovated front entry to improve disabled access</i>	<i>\$10,000</i>	<i>Near complete</i>

Our commitment to continue to provide the best possible facilities for our members and the community generally, ensures the ongoing development by KMBC and future Boards.

Proposed expenditure;

- *Installation of extra water tanks* *\$20,000*
- *Building a ramp from level 1 to the lower Glenn Phair green (green 2)* *\$10,000*
- *Replacement of existing lights in the indoor complex* *\$25,000*

Under the guidelines, we believe we are entitled to a discount of 90% and an extension of 5 years.

I trust this proposal meets your requirements and provides enough information to enable you to make an early favourable decision.

For further information, I may be contacted on the mobile number provided below.

Yours Sincerely

Billy Blair,  
Secretary of Kings Meadows Bowling Club  
Mobile 0422 88 00 62

## COUNCIL AGENDA

Monday 22 June 2015

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### 19 CORPORATE SERVICES

#### 19.1 Budget 2015/16 - Statutory Estimates

**FILE NO:** SF6183

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

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

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#### **DECISION STATEMENT:**

To consider the adoption of the Council's Statutory Estimates for the financial year ending 30 June 2016.

This decision, pursuant to Section 82(3)(a) of the *Local Government Act 1993*, must be adopted by absolute majority.

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

Considered annually.

#### **RECOMMENDATION:**

1. That Council pursuant to Section 82 of the *Local Government Act 1993* adopts the Proposed Statutory Estimates for the full financial year ending 30 June 2016. The Proposed Statutory Estimates are set out in full in Attachment 1.
  2. That Council pursuant to Section 82(2) of the *Local Government Act 1993* adopts:
    - a) Estimated revenue \$105.29m
    - b) Estimated expenditure
      - Operating \$ 99.04m
      - Capital \$ 24.65m
    - c) Estimated borrowing
      - Loans \$ -
      - Scheduled Repayments \$ 2.13m
    - d) Estimated capital works
      - Council funded \$ 18.46m
      - Grant funded \$ 6.19m
-

**19.1 Budget 2015/16 - Statutory Estimates...(Cont'd)**

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**REPORT:**

The budget preparation process for 2016 has involved:

- Community consultation prior to the preparation of the draft budget
- Preparation of draft budget.
- Determination of proposed statutory estimates.
- Release of estimates for community comment.

The development of the process of consulting on the Council's budget continued this year with the opportunity for the community to comment on the budget prior to the release of the proposed budget.

The consultation process extended over five weeks after being advertised in the local newspaper and radio. The process involved a survey using the Council's online engagement tool, 'Your Voice. Your Launceston - 2015/16 Budget Consultation ' as well as the opportunity for individuals to comment directly on any matters. 'Your Voice. Your Launceston - has 1,731 registered participants that were also invited to complete the survey.

There was a final opportunity to make a submission to the 2015/16 Proposed Statutory Estimates during the period 27 April 2015 to 11 May 2015 and six submissions were received.

The Proposed Statutory Estimates, after consideration of the input and submissions, is now presented to Council for adoption. A critical outcome of this budgeting process is the determination of the rating requirement. The next agenda item gives effect to this through the rating resolution.

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## 19.1 Budget 2015/16 - Statutory Estimates...(Cont'd)

<b>Estimates</b>	<b>2016 \$m</b>	<b>2015 \$m</b>
Revenue	105.29	104.81
Excluding Capital Funds	99.09	94.66
 Expenditure		
Operating	99.04	94.73
Excluding Depreciation	79.13	75.91
 Capital	24.65	26.25
 Borrowing		
Loans	-	-
Repayments		
Scheduled	2.13	2.79
Discretionary	-	4.50
 Capital Works		
Council Funded	18.46	16.20
Grant Funded	6.19	10.05

### **ECONOMIC IMPACT:**

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

### **ENVIRONMENTAL IMPACT:**

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

### **SOCIAL IMPACT:**

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

### **STRATEGIC DOCUMENT REFERENCE:**

Priority Area 5: Governance Services

5.4 Ensure the City is managed in a financially sustainable manner

**19.1 Budget 2015/16 - Statutory Estimates...(Cont'd)**

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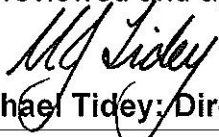
**BUDGET & FINANCIAL ASPECTS:**

As per the estimates.

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
**Michael Tidey: Director Corporate Services**

**ATTACHMENTS:**

1. 2015/16 Proposed Statutory Estimates (distributed separately)
  2. Summary of 2015/16 Capital Improvement Budget.
-

<b>City of Launceston 2015/16 Capital Projects Budget</b>				
<b>Line No.</b>	<b>Projects by Program</b>	<b>Sum of Council(\$)</b>	<b>Sum of Grants(\$)</b>	<b>Sum of Total (\$)</b>
1	<b>Cemetery Programs</b>	<b>140,000</b>	-	<b>140,000</b>
2	Prop210/2016 Carr Villa Perimeter Fence 2015/16	20,000	-	20,000
3	Prop213/2016 Carr Villa Drainage Works 15/16	50,000	-	50,000
4	Prop214/2016 Carr Villa Roadworks 15/16	70,000	-	70,000
5	<b>Community Facilities Upgrade Program</b>	<b>160,000</b>	-	<b>160,000</b>
6	Prop348/2016 Albert Hall - Great Hall carpet replacement.	160,000	-	160,000
7	<b>Fixed Plant Renewal Program</b>	<b>60,000</b>	-	<b>60,000</b>
8	Prop504/2016 Fixed Plant Replacement Program.	60,000	-	60,000
9	<b>Fleet Replacement Program</b>	<b>2,105,000</b>	-	<b>2,105,000</b>
10	Prop497/2016 Major Fleet Replacement	1,530,000	-	1,530,000
11	Prop498/2016 Light Fleet Replacement	500,000	-	500,000
12	Prop499/2016 Minor Plant Replacement	75,000	-	75,000
13	<b>Museum Programs</b>	<b>90,594</b>	-	<b>90,594</b>
14	Prop250/2016 QVMAG Inveresk Awning over railway cafe carriage	36,000	-	36,000
15	Prop254/2016 Replacement of indoor and outdoor seating at Art Gallery and Museum	16,000	-	16,000
16	Prop282/2016 Six UPS servers	2,094	-	2,094
17	Prop342/2016 QVMAG Inveresk Conservation building volunteer workshop roof replacement	15,000	-	15,000
18	Prop347/2016 QVMAG Inveresk Folding machine for brochures	2,500	-	2,500
19	Prop535/2016 Swipe Card system for Armoury at Inveresk	3,000	-	3,000
20	Prop538/2016 Purchase of five entomology cases	16,000	-	16,000

19.1 Budget 2015/16 - Statutory Estimates...(Cont'd)

Line No.	Projects by Program	Sum of Council(\$)	Sum of Grants(\$)	Sum of Total (\$)
21	<b>Parking Off St Programs</b>	<b>850,000</b>	-	<b>850,000</b>
22	C20837/2015 Car Park Multi Storey Payment Systems	730,000	-	730,000
23	Prop215/2016 Inveresk Car Park Improvements	20,000	-	20,000
24	Paterson St West Safety Barrier	100,000	-	100,000
25	<b>Parks Bridge Replacement Program</b>	<b>160,000</b>	-	<b>160,000</b>
26	Prop370/2016 West Tamar Reserve Bridge No. 2010	90,000	-	90,000
27	Prop396/2016 Duck Reach Trail Bridge Deck Renewal	70,000	-	70,000
28	<b>Parks Improvement Program</b>	<b>1,221,000</b>	<b>3,046,000</b>	<b>4,267,000</b>
29	C20884/2015 North Bank Master Plan	500,000	2,700,000	3,200,000
30	Prop334/2016 Reimagining Cataract Gorge Reserve	250,000	310,000	560,000
31	Prop339/2016 Parks Interpretation Signage 2015/16	20,000	-	20,000
32	Prop354/2016 St Leonards Picnic Ground Reseal	10,000	-	10,000
33	Prop367/2016 City Park Interpretation Implementation	31,000	-	31,000
34	Prop371/2016 Punchbowl Reserve Access Road	30,000	-	30,000
35	Prop391/2016 First Basin Car Park Reseal	75,000	-	75,000
36	Prop398/2016 Street Tree Strategy Implement 2015/16	150,000	-	150,000
37	Prop410/2016 First Basin Barbecue Shelter	60,000	-	60,000
38	Prop445/2016 City Wide Playground Program 15/16	45,000	-	45,000
39	C23404/2015 Duck reach Interpretation	-	36,000	36,000
40	Heritage Forest Car Park	50,000	-	50,000
41	<b>Parks Playground Program</b>	<b>130,000</b>	-	<b>130,000</b>
42	Prop390/2016 Charlton Street Reserve Play Space	100,000	-	100,000
43	Prop393/2016 Charlton Street Reserve Outdoor Gym Equipment	30,000	-	30,000



19.1 Budget 2015/16 - Statutory Estimates...(Cont'd)

Line No.	Projects by Program	Sum of Council(\$)	Sum of Grants(\$)	Sum of Total (\$)
44	<b>Parks Sporting Facility Program</b>	<b>260,000</b>	-	<b>260,000</b>
45	Prop400/2016 Hoblers Bridge Sports Centre Soccer Roads	185,000	-	185,000
46	Prop503/2016 Mowbray Skate re-roofing project.	75,000	-	75,000
47	<b>Roads Blackspot Program</b>	-	<b>45,000</b>	<b>45,000</b>
48	Prop144/2016 Campbell Street/Douglas Street Black Spot Project	-	45,000	45,000
49	<b>Roads Resealing Program</b>	<b>700,000</b>	<b>700,000</b>	<b>1,400,000</b>
50	Prop311/2016 Urban Road Reseal Program 2015/16	700,000	700,000	1,400,000
51	<b>Roads Rural Upgrade Program</b>	<b>650,000</b>	<b>150,000</b>	<b>800,000</b>
52	Prop274/2016 Golconda Rd (Bacala-Hextalls)	600,000	-	600,000
53	Prop293/2016 Lalla Rd upgrade	50,000	150,000	200,000
54	<b>Roads to Recovery Program</b>	<b>414,904</b>	<b>705,296</b>	<b>1,120,200</b>
55	Prop267/2016 Burnside Ck Bridge 668 Replacement	43,740	131,460	175,200
56	Prop297/2016 Laura St kerb improvements	238,000	-	238,000
57	Prop307/2016 Rural Road Reseal Program 2015/16	31,414	268,586	300,000
58	Prop316/2016 Westbury Rd traffic calming and reseal	101,750	305,250	407,000
59	<b>Roads Urban Upgrade Program</b>	<b>1,619,000</b>	-	<b>1,619,000</b>
60	Prop207/2016 Urban Footpath Program 2015/2016	350,000	-	350,000
61	Prop294/2016 Wellington St kerb and reseal	380,000	-	380,000
62	Prop296/2016 Wellington/York footpath	20,000	-	20,000
63	Prop300/2016 Lawrence Vale Rd kerb and reseal	167,000	-	167,000
64	Prop340/2016 Basin Rd new footpath	30,000	-	30,000
65	Prop341/2016 Wellington St kerb and footpath	180,000	-	180,000
66	Prop343/2016 Frankland St (service road)	90,000	-	90,000

19.1 Budget 2015/16 - Statutory Estimates...(Cont'd)

Line No.	Projects by Program	Sum of Council(\$)	Sum of Grants(\$)	Sum of Total (\$)
67	Prop345/2016 Galvin St kerb	90,000	-	90,000
68	Prop352/2016 Home St kerb and reseal	92,000	-	92,000
69	Prop353/2016 Pedder St (service road) retaining wall	80,000	-	80,000
70	Prop355/2016 Thomas St regrade, kerb and reseal	120,000	-	120,000
71	Prop524/2016 Mowbray Street footpath	20,000	-	20,000
72	<b>Stormwater Urban Upgrade Programs</b>	<b>1,184,000</b>	<b>1,500,000</b>	<b>2,684,000</b>
73	Prop23090/2016 KM Package F: Nunamina catchment	42,000	78,000	120,000
74	Prop23096/2016 KM Package F: Fawkner Ave	151,000	279,000	430,000
75	Prop275/2016 Hydraulic Modelling	100,000	-	100,000
76	Prop281/2016 KM Package C: Riseley St	430,000	790,000	1,220,000
77	Prop301/2016 KM Package H: Twin 1800s	192,000	353,000	545,000
78	Prop303/2016 Lawrence Vale Rd stormwater	89,000	-	89,000
79	Prop310/2016 Penquite Rd stormwater	40,000	-	40,000
80	Prop495/2016 Walton St Drainage Works	50,000	-	50,000
81	Prop496/2016 Denison Gr Drainage Works	90,000	-	90,000
82	C23129/2015 Rose Lane Detention Dam	-	-	-
83	<b>Swimming Centre Programs</b>	<b>275,000</b>	<b>-</b>	<b>275,000</b>
84	Prop231/2016 Launceston Aquatic Perimeter Fence Installation	180,000	-	180,000
85	Prop232/2016 Upgrade to Interactive Waterplay Equipment	20,000	-	20,000
86	Prop235/2016 LAC External Sign	10,000	-	10,000
87	Prop237/2016 LAfit Outdoor Training Area	35,000	-	35,000
88	Prop251/2016 Pool Covers (Energy Efficiency Business Plan)	30,000	-	30,000

**19.1 Budget 2015/16 - Statutory Estimates...(Cont'd)**

Line No.	Projects by Program	Sum of Council(\$)	Sum of Grants(\$)	Sum of Total (\$)
89	<b>Theatre Programs</b>	<b>1,020,000</b>	-	<b>1,020,000</b>
90	Prop324/2016 Princess Theatre - Auditorium Floor and Carpet	435,000	-	435,000
91	Prop328/2016 Princess Theatre - Dress Circle Carpet	40,000	-	40,000
92	Prop330/2016 Lighting Bars in Earl Arts Centre	85,000	-	85,000
93	Prop291/2016 Princess Theatre - New Auditorium and Dress Circle Seating	460,000	-	460,000
94	<b>Trails &amp; Bikeways Program</b>	<b>100,000</b>	<b>50,000</b>	<b>150,000</b>
95	Prop155/2016 University Trail Shared Path	100,000	50,000	150,000
96	C23064/2015 Vermont Rd Shared Pathway	-	-	-
97	<b>Waste Programs</b>	<b>3,240,000</b>	-	<b>3,240,000</b>
98	Prop208/2016 Launceston Waste Centre - Landfill development - Construction of Stage 3 cell development	3,120,000	-	3,120,000
99	Prop209/2016 Launceston Waste Centre - Transfer station perimeter drains & bioretention basin	120,000	-	120,000
100	<b>Other Technical Programs</b>	<b>100,000</b>	-	<b>100,000</b>
101	Prop264/2016 CCTV Network Expansion 2015/16	100,000	-	100,000
102	<b>Information Technology</b>	<b>370,000</b>	-	<b>370,000</b>
103	Prop380/2016 IT Corporate Software Application Additions 2015/16	180,000	-	180,000
104	Prop381/2016 IT Infrastructure Additions Program (2015/16 onwards)	50,000	-	50,000
105	Prop382/2016 IT Infrastructure Renewal Program (2015/16 onwards)	90,000	-	90,000
106	Prop383/2016 IT Public Wi-Fi Development Program (2015/16 onwards)	50,000	-	50,000
107	<b>City Heart Project</b>	<b>3,100,000</b>	-	<b>3,100,000</b>
108	Prop206/2016 Launceston City Heart	3,000,000	-	3,000,000
109	Prop223/2016 St Leonards Strategy	100,000	-	100,000

19.1 Budget 2015/16 - Statutory Estimates...(Cont'd)

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Line No.	Projects by Program	Sum of Council(\$)	Sum of Grants(\$)	Sum of Total (\$)
110	<b>Parks Sporting Facility Program</b>	<b>425,000</b>	-	<b>425,000</b>
111	New Aurora Stadium Screen	425,000	-	425,000
112	<b>Flood Mitigation</b>	<b>80,000</b>	-	<b>80,000</b>
113	Kings Wharf Levee	40,000	-	40,000
114	City Levee	40,000	-	40,000
115	<b>Grand Total</b>	<b>18,454,498</b>	<b>6,196,296</b>	<b>24,650,794</b>

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**19.2 Budget 2015/16 - Rating Framework****FILE NO:** SF6183 / SF0521**DIRECTOR:** Michael Tidey (Director Corporate Services)

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**DECISION STATEMENT:**

To consider the adoption of the Council's Rating Framework for the financial year ending 30 June 2016.

This decision, pursuant to Part 9 of the *Local Government Act 1993*, must be adopted by absolute majority.

**PREVIOUS COUNCIL CONSIDERATION:**

Considered annually.

**RECOMMENDATION:**

That Council pursuant to Part 9 of the *Local Government Act 1993* adopts the following Rating Framework for the financial year ending 30 June 2016.

**Rating Resolution****1. General Rate:**

- 1.1 Pursuant to Sections 90 and 91 of the *Local Government Act 1993*, the Council makes the following general rate on all rateable land (excluding land which is exempt pursuant to the provisions of Section 87) within the municipal area of Launceston for the period commencing 1 July, 2015 and ending 30 June, 2016, which consists of two components as follows:
    - (a) A rate of **8.0770** cents in the dollar on the assessed annual value of the land; and
    - (b) A fixed charge of **\$147.00**.
  - 1.2 That pursuant to Section 107(1)(c) of the *Local Government Act 1993*, by reason of the location of any land which is within the following parts of the municipal area, namely:
    - (a) That portion of the City of Launceston as is bounded by Wellington, Cameron, George and York Streets;
    - (b) Those properties having a frontage on the Eastern side of George Street from numbers 37 to 115 (both inclusive);
-

**19.2 Budget 2015/16 - Rating Framework...(Cont'd)**

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- (c) Those properties having a frontage on the Southern side of York Street from numbers 45 to 123 (both inclusive);
- (d) Those properties having a frontage on the Northern side of Cameron Street from numbers 44 to 70 (both inclusive) and on the Southern side of that Street from numbers 41 to 93 (both inclusive);
- (e) Those properties having a frontage on the Eastern side of St John Street from numbers 119 to 153 (both inclusive) and on the Western side of that Street from numbers 116 to 128 (both inclusive);
- (f) Those properties having a frontage on the Eastern side of Charles Street from numbers 179 to 205 (both inclusive) and on the Western side of that Street from numbers 126 to 156 (both inclusive); and
- (g) Those properties having a frontage on the Northern side of Brisbane Street from numbers 36 to 60 (both inclusive) and those having a frontage on the Southern side of that Street from numbers 43 to 65 (both inclusive),

the Council declares, by absolute majority, that component (a) of the general rate in clause 1.1 is varied in respect of such land by increasing it by **1.5400** cents in the dollar of assessed annual value to **9.6170** cents in the dollar of assessed annual value of the land.

- 1.3 Pursuant to Section 129(4) of the Act, the Council, by absolute majority, grants a remission to the class of ratepayers liable to pay the general rate as varied in accordance with clause 1.2 by reducing the general rate payable by **1.5400** cents in the dollar of the assessed annual value to **8.0770** cents in the dollar of assessed annual value of the land where the land in respect of which the general rate is payable;

- (a) Is used for private residential purposes.

- 1.4 Pursuant to section 88A of the Act, the Council, by absolute majority sets the following maximum percentage increase in component (a) of the general rate in clause 1.1 of 200% and then declares by absolute majority that the maximum percentage is varied under Section 107 of the Act according to the use or predominate use of land, by decreasing the maximum percentage to **20%** for all land which is used or is predominately used for residential purposes.

**2. Service Charges – Onsite Disposal System Services:**

Pursuant to Section 94 of the *Local Government Act 1993*, the Council makes a service charge for the period commencing 1 July, 2015 and ending on 30 June, 2016, as follows:

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## 19.2 Budget 2015/16 - Rating Framework...(Cont'd)

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- (a) For the supply by the Council of a service which comprises the management, maintenance, monitoring and auditing of each onsite waste water management system within the meaning of the *Building Act 2000*;
- (b) Which is installed on rateable land within the municipal area of Launceston (including land which is otherwise exempt from rates pursuant to Section 87 but excluding land owned by the Crown to which the Council does not supply this service):
- (c) Of:
  - (i) **\$600.00** for a system designed to cater for up to 10 people;
  - (ii) **\$620.00** for a system designed to cater for 11 to 15 people; and
  - (iii) **\$660.00** for a system designed to cater for 16 or more people.

### 3. Service Charges – Waste Management Service:

Pursuant to Section 94, of the *Local Government Act 1993*, the Council makes the following service charges on all rateable land within the municipal area of Launceston (including land which is otherwise exempt from rates pursuant to Section 87 but excluding land owned by the Crown to which the Council does not supply any of the following services) for the period commencing 1 July, 2015 and ending on 30 June, 2016, namely:

3.1 Service charges for waste management in respect of all land to which the Council supplies different waste management services comprising:

- (i) The supply of mobile garbage bins;
- (ii) The supply of a recycling service;
- (iii) The collection of garbage bags purchased by owners or occupiers of land from the Council;

as follows:

- (a) (i) **\$111.00** for an 85 litre mobile garbage bin and 1 recycle bin;
- (ii) **\$141.00** for a 140 litre mobile garbage bin and 1 recycle bin;
- (iii) **\$233.00** for a 240 litre mobile garbage bin and 1 recycle bin; and
- (b) **\$2.40** per bag for the collection of prepaid garbage bags purchased by owners or occupiers from the Council for collection within the area that this service is supplied to.

3.2 Pursuant to Section 94(3) of the *Local Government Act 1993*, and by absolute majority, the Council varies each of the charges at clause 3.1(a) within different parts of the municipal area for land used or predominantly used for commercial or industrial purposes, public purposes, primary production, sporting or recreational facilities and/or quarrying and mining purposes as follows:

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## 19.2 Budget 2015/16 - Rating Framework...(Cont'd)

- (i) **\$111.00** for an 85 litre mobile garbage bin;
- (ii) **\$141.00** for a 140 litre mobile garbage bin;
- (iii) **\$233.00** for a 240 litre mobile garbage bin.

### 3.3 In respect of the service charges for waste management:

- (a) If any land to which the waste management service is supplied is the subject of separate rights of occupation which are separately valued in the valuation list prepared under the *Valuation of Land Act 2001*, then the charge applies to each such separate occupation;
- (b) Pursuant to Section 94(3) of the *Local Government Act 1993* and by absolute majority, the Council declares that the service charge varies within different parts of the municipal area by reference to the use or predominant use of land as follows:
  - (i) For all land used for residential purposes where there is more than 1 separate right of occupation which is separately valued in the valuation list prepared under the *Valuation of Land Act 2001* and where the rate payer has elected by notice in writing delivered to the General Manager on or before the 1st day of July 2015 not to have a waste management service, then the service charge is varied to **Nil**;
  - (ii) For all land which is used or predominantly used for commercial or industrial purposes, public purposes, primary production, sporting or recreation facilities and where the rate payer in respect of that land elects by notice in writing delivered to the General Manager on or before the 1st day of July 2015 not to have a waste management service, then the service charge is varied to **Nil**;

## 4. Service Rates - Fire Service:

4.1 Pursuant to Section 93A of the *Local Government Act 1993* the Council makes the following service rates in respect of the fire service contributions it must collect under the *Fire Service Act 1979* for the rateable parcels of land within the municipal area for the period commencing 1 July, 2015 and ending on 30 June, 2016, as follows:

<b>District</b>	<b>Cents in the dollar of Assessed Annual Value</b>
Launceston Permanent Brigade Rating District	<b>1.3186</b>
Lilydale Volunteer Brigade Rating District	<b>0.3750</b>
General Land	<b>0.3145</b>

4.2 Pursuant to Section 93(3) of the *Local Government Act 1993*, the Council sets a minimum amount payable in respect of this service rate of **\$38.00**.



**19.2 Budget 2015/16 - Rating Framework...(Cont'd)**

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**5. Separate Land:**

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

**6. Adjusted Values:**

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

**7. Instalment Payment:**

7.1 Pursuant to Section 124 of the *Local Government Act 1993*, the Council:

- (a) Decides that all rates are payable by all rate payers by four instalments which must be of approximately equal amounts.
- (b) Determines that the dates by which instalments are to be paid shall be as follows:
  - (i) The first instalment on or before 31 August, 2015;
  - (ii) The second instalment on or before 30 November, 2015;
  - (iii) The third instalment on or before 31 January, 2016; and
  - (iv) The fourth instalment on or before 30 April, 2016.
- (c) If a ratepayer fails to pay any instalment within 21 days from the date on which it is due, the ratepayer must pay the full amount owing.

**8. Penalty and Interest:**

8.1 Pursuant to Section 128 of the *Local Government Act 1993*, if any rate or instalment is not paid on or before the date it falls due then:

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

**19.2 Budget 2015/16 - Rating Framework...(Cont'd)**

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**9. Words and Expressions:**

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

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**REPORT:**

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

**ECONOMIC IMPACT:**

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

**ENVIRONMENTAL IMPACT:**

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

**SOCIAL IMPACT:**

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

**STRATEGIC DOCUMENT REFERENCE:**

Priority Area 5: Governance Services

5.4 Ensure the City is managed in a financially sustainable manner.

**BUDGET & FINANCIAL ASPECTS:**

As per the estimates.

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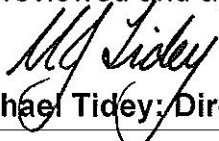
19.2 Budget 2015/16 - Rating Framework...(Cont'd)

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**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
Michael Tidey; Director Corporate Services

**19.3 Quarterly Financial Report to Council - 31 March 2015**

**FILE NO:** SF6082

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

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

---

**DECISION STATEMENT:**

To consider the Council's financial performance for the quarter ended 31 March 2015.

**PREVIOUS COUNCIL CONSIDERATION:**

Audit Panel 28 May 2015 - *The financial review for the quarter ended 31 March 2015 was noted.*

**RECOMMENDATION:**

That the Council adopt the financial report for the quarter ended 31 March 2015 which discloses:

	<b>2014/15 Actual \$'000</b>	<b>2014/15 Budget \$'000</b>
<b>Operating Summary</b>		
Revenue	72,416	70,196
Less Expenses	68,017	71,409
Operating Surplus/(Deficit)	<u>4,399</u>	<u>(1,213)</u>
Add Capital Grants	1,420	1,358
Comprehensive Result Surplus/(Deficit)	<u>5,819</u>	<u>145</u>
<b>Financial Position</b>		
Equity	<u>1,472,622</u>	<u>1,448,756</u>
Assets		
Current	63,912	64,867
Non-Current	1,439,095	1,418,956
	<u>1,503,007</u>	<u>1,483,823</u>
Liabilities		
Current	15,879	12,885
Non-current	14,506	22,182
	<u>30,385</u>	<u>35,067</u>
	<u>1,472,622</u>	<u>1,448,756</u>

---

## **19.3 Quarterly Financial Report to Council - 31 March 2015...(Cont'd)**

---

### **REPORT:**

Detailed financial reports have been reviewed in the Audit Panel meeting on 28 May 2015 with all Aldermen receiving copies of the agenda and detailed papers. The purpose of this item is for Aldermen to formally review the Council's financial position and the Council's operating results for the first nine months of 2014/15.

This report provides an overall summary of the operations for the third quarter of the 2014/15 financial year. The key issues arising from the period ended 31 March 2015 are as follows.

### Operations

Based on the latest forecast the operating result is expected to be in line with or ahead of the budget for the 2014/15 year.

The operating result for the nine months to 31 March 2015 is \$5.674m ahead of the budget. This favourable outcome is attributable to:

- Revenue
  - Rate revenue is \$840,000 ahead of budget mainly as a result of supplementary valuations.
  - Fee revenue is \$147,000 worse than budget
  - Fees with significant variances as at 31 March 2015 are as follows:
    - Certificate Fees \$80,000 favourable
    - Development Application Fees \$80,000 favourable
    - Aquatic Electricity revenue generation from co-generation \$139,000 unfavourable
    - Launceston Waste Centre \$214,000 unfavourable
      - Made up of: gas extraction \$66,000 unfavourable, scrap metal recycling \$33,000 unfavourable and general waste \$115,000 unfavourable
  - Interest Revenue is \$157,000 better than budget
  - Non cash investment revenue \$546,000 favourable
- Expenses
  - Overall labour costs are \$572,000 better than budget.
  - Non labour costs make up the major component of the favourable result and relates to materials and services and administration costs.

### Capital Works

As at 31 March 2015, 75 percent (in value) of projects are in the preliminary design stage or in progress. 15 percent (in value) of the projects have been completed.

---

**19.3 Quarterly Financial Report to Council - 31 March 2015...(Cont'd)**

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Financial Position

- Overall - The Council's balance sheet and cash reserves continue to be in accordance with current and long term budgets.
- Loan balances are in accordance with budget.
- Cash balances remain in accordance with long term strategy and are consistent with budgeted project requirements.

As at 31 March 2015 the Council is in a positive operating position compared to budget.

**ECONOMIC IMPACT:**

No economic impact

**ENVIRONMENTAL IMPACT:**

No environmental impact

**SOCIAL IMPACT:**

No social impact

**STRATEGIC DOCUMENT REFERENCE:**

Priority Area 5: Governance Services

5.1.14 Ensure the city is managed in a financially sustainable manner.

**BUDGET & FINANCIAL ASPECTS:**

As per report.

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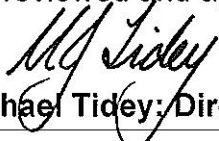
**19.3 Quarterly Financial Report to Council - 31 March 2015...(Cont'd)**

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**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.


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

  
Michael Tidey; Director Corporate Services

**ATTACHMENTS:**

1. Income Statement to 31 March 2015
  2. Balance Sheet as at 31 March 2015
-

Attachment 1

<b>LAUNCESTON CITY COUNCIL</b>		
<b>Quarterly Statement of Comprehensive Income</b>		
<b>For Period ended 31 March 2015</b>		
	<b>2014/15 YTD Actual \$</b>	<b>2014/15 YTD Budget \$</b>
<b>REVENUES FROM ORDINARY ACTIVITIES</b>		
Rates	45,202,620	44,361,890
Fees and Charges	14,790,352	14,901,207
Grants and Contributions		
- Revenue Purposes	6,235,360	5,666,859
Interest	1,771,938	1,614,750
Interest Committed	247,490	75,000
Other	4,168,858	3,576,786
	<u>72,416,619</u>	<u>70,196,491</u>
<b>EXPENSES FROM ORDINARY ACTIVITIES</b>		
Maintenance of Facilities and Provision of Services	47,902,319	51,581,547
Borrowing Costs	499,631	626,879
Depreciation and Amortisation	14,154,371	13,853,085
State Government Fire Levy	4,749,379	4,749,379
Rate Remissions and Abatements	711,878	598,269
	<u>68,017,577</u>	<u>71,409,159</u>
<b>OPERATING SURPLUS / (DEFICIT)</b>	4,399,041	(1,212,668)
<b>Other Comprehensive Income</b>		
Capital Grants	1,420,130	1,358,186
<b>Comprehensive Result</b>	<u>5,819,171</u>	<u>145,518</u>

UNAUDITED - COUNCIL USE ONLY



Attachment 2

<b>LAUNCESTON CITY COUNCIL</b>			
<b>QUARTERLY STATEMENT OF FINANCIAL POSITION</b>			
<b>As at 31 March 2015</b>			
	<b>YTD 2014/15</b>	<b>YTD 2013/14</b>	<b>YTD 2012/13</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>EQUITY</b>			
Capital Reserves	157,030,411	153,662,206	150,070,241
Revenue Reserves	881,406,003	863,726,764	855,201,799
Asset Revaluation Reserves	426,370,618	425,562,965	442,388,835
Trusts and Bequests	1,996,192	1,963,816	1,590,011
Operating Surplus	5,819,171	3,840,039	1,793,940
<b>TOTAL EQUITY</b>	<b>1,472,622,395</b>	<b>1,448,755,791</b>	<b>1,451,044,826</b>
<i>Represented by:-</i>			
<b>CURRENT ASSETS</b>			
Cash at Bank and on Hand	1,560,889	4,329,968	983,132
Rate and Sundry Receivables	15,215,765	13,916,908	38,371,644
Less Rates not yet Recognised	(14,957,014)	(14,326,333)	(13,610,195)
Short Term Investments	61,387,010	60,258,240	38,515,856
Inventories	705,376	688,219	674,736
	<u>63,912,026</u>	<u>64,867,002</u>	<u>64,935,173</u>
<b>NON-CURRENT ASSETS</b>			
Deferred Receivables	257,556	229,607	230,639
Investments	227,331,482	262,303,000	257,388,000
Employee Benefits	-	-	-
Intangibles	4,670,762	4,349,667	-
Infrastructure and Other Assets	971,125,787	919,836,341	944,067,936
Museum Collection	235,709,148	232,237,706	231,913,206
	<u>1,439,094,734</u>	<u>1,418,956,322</u>	<u>1,433,599,781</u>
<b>TOTAL ASSETS</b>	<b>1,503,006,760</b>	<b>1,483,823,324</b>	<b>1,498,534,955</b>
<b>CURRENT LIABILITIES</b>			
Deposits and Prepayments	1,440,379	960,912	1,907,925
Employee Provisions	5,904,339	5,995,493	6,210,012
Interest-bearing Liabilities	2,591,615	2,706,541	2,572,853
Sundry Payables and Accruals	5,942,497	3,222,511	4,182,414
	<u>15,878,830</u>	<u>12,885,458</u>	<u>14,873,203</u>
<b>NON-CURRENT LIABILITIES</b>			
Employee Provisions Non Current	1,182,943	836,215	772,082
Superannuation Obligation	1,850,080	2,550,080	9,559,664
Interest-bearing Liabilities Non Current	6,220,205	8,727,000	11,500,704
Sundry Provisions	5,252,304	10,068,781	10,784,476
	<u>14,505,532</u>	<u>22,182,075</u>	<u>32,616,926</u>
<b>TOTAL LIABILITIES</b>	<b>30,384,362</b>	<b>35,067,533</b>	<b>47,490,129</b>
<b>NET ASSETS</b>	<b>1,472,622,395</b>	<b>1,448,755,791</b>	<b>1,451,044,826</b>

UNAUDITED - COUNCIL USE ONLY

**19.4 Budget Amendments 2014/15 (28 May 2015)****FILE NO:** SF6082/3611**AUTHOR:** Paul Gimpl (Manager Finance)**DIRECTOR:** Michael Tidey (Director Corporate Services)

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**DECISION STATEMENT:**

To consider changes to the Council's 2014/15 Statutory Estimates that result in:

- a) The operating surplus (including \$9.973m in capital grants) being amended to \$9.763m; and
- b) the capital budget being increased to \$26.177m

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

**PREVIOUS COUNCIL CONSIDERATION:**

Audit Panel 28 May 2015 Item 9.1. It was resolved that items go to Council for a decision.

**RECOMMENDATION:**

1. That the Council approve the reallocation of funding relating to transfers from Capital to Operations in the amount of \$61,497.
2. That the Council approve the reallocation of funding relating to transfers from Operations to Capital in the amount of \$296,300.
3. That the Council approve the adjustment of the 2014/15 budget to reflect the net result of external funds not granted in the amount of \$250,000.
4. That the Council approve the use from current or accumulated funds to fund Seaport substructure strengthening capital works in the amount of \$250,000.

5. That the Council adopts the revised:

	<b>\$m</b>
a) Underlying Operating Budget Deficit	(0.210)
b) Operating Budget Surplus	9.763
c) Capital Budget	26.177

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**19.4 Budget Amendments 2014/15 (28 May 2015)...(Cont'd)**


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**REPORT:**

The budget amendments are changes to budget estimates that require a Council decision. The amendments relate to accounting treatment changes transferring \$61,497 from Capital to Operations, transferring \$296,300 from Operations to Capital, external grant funds that will not be received in 2014/15 of \$250,000 and an increase in capital required to fund Seaport substructure strengthening of \$250,000 to be funded from current year and or accumulated funds.

**1. Transfers from Capital to Operations**

<b>Project 21873 - Old Launceston Seaport Boardwalk to Project 22268 - Parks Transfers from Capital</b>	<b>\$61,497</b>
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The above Capital expenditure does not meet the threshold required under the Capitalisation Framework Document. As these costs cannot be capitalised, or the assets are not valued, these actuals have been moved to operations and require the matching budget amount to be transferred to the applicable operations project.

**2. Transfers from Operations to Capital**

<b>Project 22280 - Los Angeles Rd Drainage Works to Project 23406 - Alanvale Rd Stormwater Upgrade</b>	<b>\$53,000</b>
--	-----------------

Los Angeles Rd Drainage Works in a Major Operational Project created to alleviate the flooding issues experienced during the recent weather events. The project has come in under budget. Development of land at 9-11 Alanvale Road has identified an issue with the location of City of Launceston's stormwater system (open drain) between Alanvale Road and the University and it is requested the funds be used for this.

<b>Project 20083 - LFA Sediment Management to Project 23056 - North Esk River Bank Stabilisation</b>	<b>\$197,300</b>
--	------------------

At the November 2014 LFA Board meeting a Notice of Motion was moved to approve a budget transfer from LFA Sediment Management to North Esk Riverbank Stabilisation works. This was supported by all Board Directors.

<b>Project 20995 - Bikeways Program to Project 23410 - University Trail Upgrade</b>	<b>\$46,000</b>
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The widening and resurfacing works over a distance of 600m of University Trail and associated costs meet the Capitalisation Framework Policy and as such needs to be managed as a Capital Project. Therefore, budget to be transferred from the Bikeways in Operate to the new University Trail Upgrade in Capital.

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**\$296,300**

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**19.4 Budget Amendments 2014/15 (28 May 2015)...(Cont'd)**

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**3. Adjustment to reflect external funds that will not be received in 2014/15****Project 21400 - Westbury Road Blackspot - Funds Withdrawn (\$250,000)**

Funding for this project has been changed from Blackspot to Roads to Recovery and will be deferred until 2015/16.

**4. Approve surplus funds to be used to fund boardwalk strengthening****Project 21873 - Old Launceston Seaport Boardwalk \$250,000**

Additional costs have been incurred on this project because after stripping the existing decking on the corner of Seaport Boardwalk / Alexandra Walk it was evident that the substructure is weakened and requires substantial strengthening work. This involves strengthening the piles, additional tie rods and anchoring on to a large concrete anchor block. We also found that 37 Whaler supports need strengthening from the corner of the Alexandra Walk to the Boat Ramp. Given the relatively young age of the substructure this was unforeseen and could not have been assessed until the deck was removed.

An amount of \$386,000 was transferred in November 2014 which was combining the \$1M grant and \$386,000 which had been allocated for renewal. Grant funding was initially for expansion of deck. This adjustment will increase the capital budget for this item to \$1,574,500.

The nature of this project was such that once the decking was lifted it wasn't an option to stop the work.

The Council is in a sound overall position that enabled a reallocation of funds to be made from current or accumulated funds as the potential sources within the current year's capital works program have been used.

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**19.4 Budget Amendments 2014/15 (28 May 2015)...(Cont'd)**

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**Summary:**

	<b>Operations \$'000</b>	<b>Capital \$'000</b>
Statutory Budget	10,081	26,245
Capital to Operations	(680)	(680)
Operations to Capital	175	175
External Capital Grants Funds	202	202
Balance Approved by Council 13/04/2015	<u><b>9,778</b></u>	<u><b>25,942</b></u>
Capital to Operations	(61)	(61)
Operations to Capital	296	296
External Capital Grant Funds Withdrawn	(250)	(250)
Old Launceston Seaport Boardwalk - additional funds	-	250
Balance as at 28 April 2015	<u><b>9,763</b></u>	<u><b>26,177</b></u>
Deduct Capital Grants and Contributions	(9,973)	
<b>Underlying Operating Budget Deficit</b>	<u><b>(210)</b></u>	

**ECONOMIC IMPACT:**

Not applicable to this report.

**ENVIRONMENTAL IMPACT:**

Not applicable to this report.

**SOCIAL IMPACT:**

Not applicable to this report.

**STRATEGIC DOCUMENT REFERENCE:**

Not applicable to this report.

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**19.4 Budget Amendments 2014/15 (28 May 2015)...(Cont'd)**

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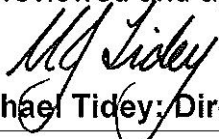
**BUDGET & FINANCIAL ASPECTS:**

Dealt with in the body of the report.

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
Michael Tidey: Director Corporate Services

**19.5 Taswater Owners Representative Nomination****FILE NO:** SF5153**AUTHOR:** John Davis (Manager Corporate Strategy)**DIRECTOR:** Michael Tidey (Director Corporate Services)

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**DECISION STATEMENT:**

To consider the nomination of an Alderman as the TasWater Deputy Owners Representative for a three year term.

**PREVIOUS COUNCIL CONSIDERATION:**

Council Meeting 24 November 2014 - Item 19.2 Council Appointments to Internal and External Committees, Alderman A M van Zetten (Mayor) was nominated as the TasWater Owners Representative.

**RECOMMENDATION:**

That Council nominate <an Alderman> as the TasWater Deputy Owners Representative for the term 1 August 2015 until 31 July 2018.

---

**REPORT:**

TasWater has written to the Council advising that the current term expiry date for the TasWater Owners Representative is 31 July 2015 and nominations are being called to fill these positions. They are seeking advice regarding the nominations for a new term. At the 24 November 2014 Council Meeting, the Mayor of the Day was nominated as the Owners Representative.

Nominations are also open for the position of Deputy Owners Representative. This position was previously held by Alderman Ball (Deputy Mayor) and was for a three year period, which is the maximum term under the TasWater Constitution.

This report recommends that Council nominate an Alderman to fill this position for the term 1 August 2015 until 31 July 2018.

**ECONOMIC IMPACT:**N/A

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**19.5 Taswater Owners Representative Nomination...(Cont'd)**

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**ENVIRONMENTAL IMPACT:**

N/A

**SOCIAL IMPACT:**

N/A

**STRATEGIC DOCUMENT REFERENCE:**

Strategic Plan 2014-2024, Goal 8: A secure, accountable and responsive organisation.

**BUDGET & FINANCIAL ASPECTS:**

N/A

**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
Michael Tidey: Director Corporate Services

**ATTACHMENTS:**Nil

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## COUNCIL AGENDA

Monday 22 June 2015

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### 20 GENERAL MANAGER

#### 20.1 UTAS and Inveresk Campus Design

**FILE NO:** SF2385

**AUTHOR:** Robert Dobrzynski (General Manager)

**GENERAL MANAGER:** Robert Dobrzynski (General Manager)

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#### **DECISION STATEMENT:**

To determine three Aldermen representatives on the UTAS Inveresk Campus Design Liaison Group.

#### **PLANNING APPLICATION INFORMATION:**

N/A

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

N/A

#### **RECOMMENDATION:**

That Aldermen nominate three Aldermen representatives on the UTAS Inveresk Campus Design Liaison Group.

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#### **REPORT:**

Aldermen would recall that at a Closed Session of the Strategic and Policy Planning Meeting held on 1 June 2015, the Vice-Chancellor and other senior staff of the University of Tasmania (UTAS) provided Aldermen and senior management with a briefing on the proposal for UTAS to establish their operations currently located at Newnham (excluding AMC) into an inner city campus location, with a preference for Inveresk.

The Vice-Chancellor Professor Peter Rathjen indicated the scale and scope of the project envisaged. He indicated that UTAS were keen to work co-operatively and collaboratively with the Council and the community in order to capture the benefits of this major investment to revitalise Launceston and drive significant private and public investment outcomes.

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**20.1 UTAS and Inveresk Campus Design...(Cont'd)**

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UTAS have now sought advice from Council of three Aldermen to sit on the UTAS Inveresk Campus Design Liaison Group undertaking co-operative planning on the proposed relocation.

Given the desire of all parties to move as quickly as practicable to enable development and delivery of concept plans by 31 August 2015, I understand that UTAS is keen to move forward on these matters. Accordingly, I would ask that Aldermen nominate the three Aldermen representatives on the Inveresk Campus Design Liaison Group.

Following such nomination, advice will be provided to UTAS to facilitate convening of the Group as soon as possible

**ECONOMIC IMPACT:**

N/A

**ENVIRONMENTAL IMPACT:**

N/A

**SOCIAL IMPACT:**

N/A

**STRATEGIC DOCUMENT REFERENCE:**

N/A

**BUDGET & FINANCIAL ASPECTS:**N/A

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20.1 UTAS and Inveresk Campus Design...(Cont'd)

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**DISCLOSURE OF INTERESTS:**

The officer has no conflict of interest in this item.

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

  
**Robert Dobrzynski: General Manager**

**ATTACHMENTS**

Nil

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**21 URGENT BUSINESS**

Pursuant to regulation 8(6) of the *Local Government (Meeting Procedures) Regulations 2005*

Nil

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22 INFORMATION / MATTERS REQUIRING FURTHER ACTION

INFORMATION / MATTERS REQUIRING FURTHER ACTION				
<i>As at: 22 June 2015</i>				
Meeting Item No	Outstanding Items	Action Requested	Director	Officer Comment
13/04/12 14.1	Duck Reach Redevelopment	Recommendation 3: On finalization of the business case analysis outlined in the report, and identification of potential third party development opportunities, Council review the redevelopment options for the Duck Reach site based on a future report	Rod Sweetnam	<p>The project was workshopped in October 2014. Officers are awaiting confirmation from Hydro Tasmania they will release scoping information to respondents of an expression of interest process to be advertised by Council - due December 2015</p> <p>Hydro Tasmania have now provided confirmation of the process for EOI participants to access their project scoping and feasibility documentation relating to the redevelopment potential of the Duck Reach site. This information will be incorporated into Council's Expression of Interest documentation in preparation for advertising in June 2015.</p>

<b>Meeting Item No</b>	<b>Outstanding Items</b>	<b>Action Requested</b>	<b>Director</b>	<b>Officer Comment</b>
27/04/15 14.2	Notice of Motion - Alderman D H McKenzie - Appointment of a Queen Victoria Museum and Art Gallery (QVMAG) Committee	That Council appoints a Committee to review the strategic direction of the QVMAG with the express view of reporting back to Council with recommendations on its future direction	Richard Mulvaney	The Committee will present its report after 30 June 2015
11/05/2015 14.1	Notice of Motion - Deputy Mayor Alderman R I Soward - Introduction of a Trial Community Reports Category at Council Meetings	Include a Community Reports Category in Council Meetings	Michael Tidey	Processes and attendance criteria to be determined. Target date is 22 June 2015
25/05/2015 14.2	Notice of Motion - Alderman D W Alexander - Implementation of the Placespeak Community Consultation Platform for the Launceston City Council	Investigate the Placespeak community consultation platform for use within the City of Launceston	General Manager	Investigation of Placespeak, along with other community consultation platforms, will be undertaken towards the end of the year.

**23 CLOSED COUNCIL****23.1 Leave of Absence Application - Alderman****RECOMMENDATION:**

That Agenda Item 23.1 be considered within closed Council pursuant to the authority contained within regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2005*, which permits the meeting to be closed to the public for business relating to the following:

15(2)(i) as it concerns, application by an elected member for leave of absence.

**24 MEETING CLOSURE**

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