



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 27 JULY 2023
1.00PM**

Notice is hereby given that the Ordinary Meeting of the City of Launceston Council will be held at the Council Chambers, Town Hall, St John Street, Launceston.

Date: 27 July 2023

Time: 1.00pm

Certificate of Qualified Advice

Background

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

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

Certification

I certify that:

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



Michael Stretton
Chief Executive Officer

AUDIO of COUNCIL MEETINGS

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

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

PUBLIC ATTENDANCE AT THE COUNCIL MEETING

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

PUBLIC QUESTION TIME - AGENDA ITEM 8

A limit of three questions received in writing by Wednesday of the week prior to the Council Meeting are treated as Questions on Notice. Your question and an answer will be published in the Agenda of the Council Meeting. Questions may be submitted to the Chief Executive Officer at contactus@launceston.tas.gov.au, PO Box 396, Launceston TAS 7250, or Town Hall, St John Street, Launceston.

If attending the Council Meeting in person, you may ask up to three questions during Public Question Time. If accepted, your questions will be either answered at the Meeting, or Taken on Notice and answered at a later Council Meeting.

PUBLIC COMMENT ON AGENDA ITEMS

When attending the Council Meeting, you will be asked if you wish to comment on an item in the Agenda. Prior to debate on that Agenda Item, you will be invited by the Chair to move to the public microphone at the doors to the Council Chambers and state your name and address.

Please note the following important information:

- Each item on the Agenda includes a Recommendation prepared by a Council Officer.
- You may speak for up to two minutes, either for or against the Recommendation.
- You may not ask questions or enter into debate with Councillors or Council Officers.
- Your statement is not to be defamatory, inappropriate or abusive, or be intended to embarrass any person, including Councillors or Council Officers.
- The Chair may direct you to stop speaking if you do not follow these rules, or if your statement repeats points that have already been made.
- Audio from our Council Meetings is streamed live via YouTube.

Your respectful contribution is welcome and appreciated.

LEGISLATIVE TERMINOLOGY - GENERAL MANAGER

At the City of Launceston, the positions of General Manager Community and Place, General Manager Organisational Services, General Manager Infrastructure and Assets and General Manager Creative Arts and Cultural Services do not assume the functions and powers of the term *general manager* in a legislative sense: any legislative functions and powers to be delegated to these roles will be made by Council or the Chief Executive Officer. At the City of Launceston, the title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993 (Tas)*. For the avoidance of doubt, *Chief Executive Officer* means *General Manager* for the purposes of the *Local Government Act 1993 (Tas)* and all other legislation administered by or concerning Council.

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1. OPENING OF MEETING - ATTENDANCE AND APOLOGIES

2. MAYORAL ACKNOWLEDGEMENTS

3. DECLARATIONS OF INTEREST

Local Government Act 1993 (Tas) - section 48

(A councillor must declare any interest that the councillor has in a matter before any discussion on that matter commences).

4. CONFIRMATION OF MINUTES

Local Government (Meeting Procedures) Regulations 2015 - Regulation 35(1)(b)

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 13 July 2023 be confirmed as a true and correct record.

5. COUNCIL WORKSHOPS

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

5.1. Council Workshop Report - 13 and 20 July 2023

FILE NO: SF4401

AUTHOR: Anthea Rooney (Council and Committees Officer)

ACTING GENERAL MANAGER APPROVAL: Leanne Purchase (Organisational Services Network)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RELEVANT LEGISLATION:

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

RECOMMENDATION:

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

1. pre-Council Workshop conducted on 13 July 2023:

Corporate Applications Replacement Project

Councillors received a presentation on the Corporate Applications Replacement Project.

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

2. Workshop conducted on 20 July 2023:

My Place My Future Plan

Councillors were provided with information relating to the My Place My Future Plan.

Disposal of Interest in Land

Councillors considered amending an existing easement at Newstead.

Four Year Delivery Plan and Advocacy Priorities

Councillors discussed the four year delivery plan and advocacy priorities.

Albert Hall Renewal Project - Governance and Management

Councillors were provided with an update on proposed governance and management options for the Albert Hall.

Multi-Storey Car Park Electronic Occupancy Signage

Councillors were provided with a presentation on the progress of the car park electronic occupancy signs.

Launceston Airport Update

Councillors were provided with information on the stakeholder-owner update for the past 12 months and discussed the Launceston Airport's future plans.

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

REPORT:

Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015* says that the Agenda of an Ordinary Council Meeting is to include the date and purpose of any Council Workshops held since the last Meeting.

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

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

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS

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

7. COMMUNITY REPORTS

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

No Community Reports have been identified as part of this Agenda

8. PUBLIC QUESTION TIME

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31

8.1. Public Questions on Notice

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

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

8.2. Public Questions Without Notice

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

9. PLANNING AUTHORITY

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

9.1. DA0178/2023 - 6 Middle Street, Launceston - Demolish Existing Sheds, Construction of Alterations and Additions to Existing Dwelling and Construction of Two Additional Dwellings

FILE NO: DA0178/2023

AUTHOR: Duncan Payton (Town Planner)

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant:	Wilkin Design and Drafting Pty Ltd
Property:	6 Middle Street, Launceston
Zoning:	General Residential
Receipt Date:	18/04/2023
Validity Date:	26/04/2023
Further Information Request:	04/05/2023
Further Information Received:	14/06/2023
Deemed Approval:	31/07/2023
Representations:	Three

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993
Tasmanian Planning Scheme - Launceston

STANDARDS REQUIRING PLANNING DISCRETION:

8.4.1 P1 - Residential density for multiple dwellings
8.4.2 P3 - Setbacks and building envelope for all buildings
C2.5.1 P1 - Car parking numbers
C6.6.1 P1 - Demolition*
C6.6.2 P1 - Site coverage*
C6.6.3 P1 - Height and bulk of buildings*
C6.6.4 P1 - Siting of buildings and structures*
C6.6.7 P1 - Building alterations, excluding roof form and materials*
(* Local Heritage Code - no acceptable solutions)

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Tasmanian Planning Scheme - Launceston, a permit be granted pursuant to a delegation from Council, for Residential - Demolish existing sheds. Construction of alterations and additions to the existing dwelling and construction of two additional dwellings at 6 Middle Street, Launceston subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

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

- a. Cover sheet, Prepared by Wilkin Design, Project Name: Wahroonga, Dated 23/05/2023.
- b. Site Survey, Prepared by Wilkin Design, Drawing No. DA02, Project Name: Wahroonga, Dated 23/05/2023.
- c. Site Plans, Prepared by Wilkin Design, Drawing No. DA03, Project Name: Wahroonga, Dated 23/05/2023.
- d. Proposed Site Plan, Prepared by Wilkin Design, Drawing No. DA04, Project Name: Wahroonga, Dated 23/05/2023.
- e. Proposed Unit 1 Floor Plan, Prepared by Wilkin Design, Drawing No. DA05, Project Name: Wahroonga, Dated 23/05/2023.
- f. Proposed Unit 2 and 3 Floor Plans, Prepared by Wilkin Design, Drawing No. DA06, Project Name: Wahroonga, Dated 23/05/2023.
- g. Proposed Roof Plan, Prepared by Wilkin Design, Drawing No. DA07, Project Name: Wahroonga, Dated 23/05/2023.
- h. Elevations, Prepared by Wilkin Design, Drawing No. DA08, Project Name: Wahroonga, Dated 23/05/2023.
- i. Elevations, Prepared by Wilkin Design, Drawing No. DA09, Project Name: Wahroonga, Dated 23/05/2023.
- j. Shadow Diagrams, Prepared by Wilkin Design, Drawing No. DA10, Project Name: Wahroonga, Dated 23/05/2023.
- k. 3D Views, Prepared by Wilkin Design, Drawing No. DA11, Project Name: Wahroonga, Dated 23/05/2023.

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. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2023/00542-LCC, dated 08/05/2023 and attached to the permit.

4. HOURS OF CONSTRUCTION

- a. Unless otherwise approved in writing by the Manager Health and Compliance construction activities must only be carried out between the hours of:
 - i. Monday to Friday - 7am to 6pm; and
 - ii. Saturday - 8am to 6pm.

- b. Notwithstanding the above paragraph, construction activities must not be carried out on public holidays that are observed State-wide (Easter Tuesday excepted).

5. FENCING

Prior to the commencement of the use, all side and rear boundaries must be provided with a solid (ie. no gaps) fence to provide full privacy between each dwelling and adjoining neighbours. The fence must be constructed at the developer's cost and to a height of:

- a. 1.2m within 4.5m of the frontage; and
- b. 1.8m - 2.1m elsewhere when measured from the highest finished level on either side of the common boundaries.

6. MULTIPLE DWELLINGS - SERVICE FACILITIES

Prior to the commencement of the use, the following site facilities for multiple dwellings must be installed:

- a. mail receptacles must be provided and appropriately numbered for each dwelling unit.

7. DRIVEWAY AND PARKING AREA CONSTRUCTION

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

- a. be properly constructed to such levels that they can be used in accordance with the plans;
- b. be surfaced with an impervious all weather seal;
- c. be adequately drained to prevent stormwater being discharged to neighbouring property;
- d. be line-marked or otherwise delineated to indicate each car space and access lanes.

Parking areas and access lanes must be kept available for these purposes at all times and maintained for the life of the development.

8. DAMAGE TO THE COUNCIL'S INFRASTRUCTURE

The developer is liable for all costs associated with the repair of damage to the Council's infrastructure resulting from non-compliance with the conditions of the Planning Permit and any by-law or legislation relevant to the development activity on the site. Damage may also include the undertaking of unauthorised works to the Council's infrastructure such as driveways, footpaths and stormwater infrastructure. The developer will also be liable for all reasonable costs associated with the enforcement of compliance with the conditions, by-laws and legislation relevant to the development activity on the site.

9. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

All works in (or requiring the occupation of) the road reserve must be carried out in accordance with a detailed Traffic Management Plan prepared by a qualified person in accordance with the requirements of Australian Standard AS1742. A copy of such plan is to be maintained on site and available for inspection upon request by an Authorised Officer.

The explicit permission of General Manager Infrastructure and Assets Network is required prior to undertaking works where the works:

- a. require a road or lane closure;
- b. require occupation of the road reserve for more than one week at a particular location;

- c. are in nominated high traffic locations; or
- d. involve opening or breaking trafficable surfaces.

Where the work is associated with the installation, removal or modification of a driveway or a stormwater connection, the approval of a permit for such works shall form the explicit approval.

10. APPLICATION TO ALTER A STORMWATER SERVICE

An application must be made using the Council's eServices web portal, or on the approved form, and accompanied by the prescribed fee to install a new connection, or physically remove/relocate or alter an existing service connection.

All work must be carried out by a suitably experienced contractor and in accordance with the Council's standards. All costs associated with these contractors are to be borne by the applicant.

11. TRENCH REINSTATEMENT FOR NEW/ALTERED CONNECTIONS

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

12. 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.

13. FACILITIES AND HIGHWAYS BY-LAW

Prior to the placement of any skip bin, security fencing, hoarding, shipping containers, site offices or amenities within a local highway, the person, corporation or other legal entity must seek and have issued a permit pursuant to the Facilities and Highways By-Law (No. 1 of 2021). No such items are to be placed within the road reserve without approval.

14. STRATA LOT NUMBERS AND ADDRESSES FOR DWELLINGS

The following number and addressing is to be assigned to the development consistent with the residential addressing standard: Australian Standard AS4819:

Dwelling No	Strata Lot No.	Street Address
1	1	Unit 1/6 Middle Street
2	2	Unit 2/6 Middle Street
3	3	Unit 3/6 Middle Street

The above addresses are to be adhered to when identifying the dwellings and their associated letterboxes.

15. 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.

16. NO BURNING OF WASTE

No burning of any waste materials, including removed vegetation, generated by the development to be undertaken on-site. Any such waste materials are to be removed to a licensed waste disposal facility (eg. Launceston Waste Centre), reclaimed or recycled.

17. DEMOLITION

The developer must:

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

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0178/2023. You should contact the Council with any other use or developments, as they may require the separate approval of the Council. The Council's Planning Staff can be contacted on 6323 3000.

This permit takes effect after:

- a. *The 14 day appeal period expires; or*
- b. *Any appeal to the Tasmanian Civil and Administrative Appeal Tribunal (TASCAT) is withdrawn or determined; or*
- c. *Any agreement that is required by this permit pursuant to Part V of the Land Use Planning and Approvals Act 1993 is executed; or*
- d. *Any other required approvals under this or any other Act are granted.*

The permit lapses after a period of two years if the development or use has not substantially commenced within that period. An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by request to the Council.

B. Restrictive Covenants

The granting of this permit takes no account of any covenants applicable to the land. The permit holder and any other interested party, should make their own enquiries as to whether the proposed development is affected, restricted or prohibited by any such covenant.

If the proposal is non-compliant with any restrictive covenants, those restrictive covenants should be removed from the title prior to construction commencing or the owner will carry the liability of potential legal action in the future.

C. Appeal Provisions

A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Tasmanian Civil and Administrative Tribunal (TASCAT).

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

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

D. Permit Commencement

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

REPORT:

1. THE PROPOSAL

Approval is sought to undertake partial demolition of existing structures on site and redevelop the existing three bedroom single-storey dwelling into a two bedroom dwelling and construct two double-storey, single bedroom units at the rear of the site.

Demolition Includes:

- existing driveway;
- existing garage; and
- rear portion of existing dwelling including kitchen, bathroom, sunroom and verandah.

Existing Dwelling Renovations:

The existing dwelling will be reduced in area and be reconfigured internally to convert it to a two bedroom unit. A new deck will be constructed at the rear of the dwelling and a new driveway and parking space installed at the rear.

Proposed Units:

It is proposed to construct double-storey conjoined units at the rear of the lot. The lower floor of each unit will comprise a garage, entrance and laundry/mudroom.

The upper floor will comprise one bedroom and open plan kitchen/living/dining and a bathroom.

Each unit will be provided with a drying court at the rear façade on the lower level and a deck on the upper level.

Construction materials include *Cementel* cladding with metal roof sheeting.

Access and Parking:

Access will be provided via the existing crossover onto Middle Street. Each unit on the site will be provided with a single car parking space.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



6 Middle Street, Launceston (not to scale)

The subject site is a 524m² lot situated on the northern side of Middle Street at the intersection with Babington Street. The site is developed with a single-storey weatherboard cottage and associated garage.

Access is via a crossover onto Middle Street and the site is connected to full reticulated services.

The site is located on a cul-de-sac street which contains a number of heritage weatherboard cottages interspersed with more modern development.

3. PLANNING SCHEME REQUIREMENTS

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

4. REFERRALS

REFERRAL	COMMENTS
INTERNAL	
Infrastructure and Assets Network	Conditions recommended.
Environmental Health	Conditions recommended.
Heritage/Urban Design	No objection.
Building and Plumbing	Standard notes recommended for the permit.
EXTERNAL	
TasWater	Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA 2023/00542-LCC, dated 08/05/2023.
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 17 June to 3 July 2023. Three representations were received. The issues raised are summarised in the following table. All representations received for this application were circulated to Councillors confidentially on 20 July 2023.

<p>Issue 1: The proposed development does not meet Clause 8.4.2 in relation to the building envelope. The representor states that none of the Performance Criteria are met.</p>
<p><i>Response 1:</i> Refer to the response to Clause 8.4.2 P3 in Attachment 1. In addition, it is noted that the test under the performance criteria is whether amenity impacts are unreasonable. The test is not that there will not be any impacts. The representor's property (8A) Middle Street will be impacted in terms of overshadowing in the early to mid-morning, which will impact upon direct light into the existing eastern facing window and on solar panels, however, will be unaffected by late morning. This level of impact is assessed as being reasonable.</p>
<p>Issue 2: Car Parking. The proposed development does not provide for a visitor car park.</p>

Response 2:

The application does rely on performance criteria in respect of car parking. Compliance with the permitted pathway under the Scheme requires provision of five on-site car parking spaces but only three are proposed. However, it is considered that, as the site is located within walking distance of the CBD, other services and facilities and the new dwellings are only single bedroom, residents of these dwellings are not likely to have more than one vehicle.

Issue 3:

Concerned about the access into and out of Middle Street.

Response 3:

It is noted that the access to Middle Street is existing and the only test under the Planning Scheme in relation to an existing access is not increasing the use of the access by more than an average of 40 vehicle movements per day. A three unit development is expected to generate 27 vehicle movements per day, therefore, the application meets the applicable acceptable solution. The concern about the difficulty exiting 6 Middle Street is noted, however, this is an existing functional access.

Issue 4:

Concerned as to whether the common boundary fence needs to be removed and if it does that the costs will be met by the developer.

Response 4:

The plans do not indicate removal of the western side boundary fence. Nevertheless, a standard condition is imposed requiring the provision of boundary fences of not less than 1.8m, measured from the highest finished ground level on either side, at the developer's cost. Thus, if the boundary fence needs to be removed during construction, its replacement is a cost to the developer.

Issue 5:

Requests that representor's permission is sought if scaffolding needs to be erected on representor's property.

Response 5:

This is not a matter dealt with under the Planning Scheme but it is noted that no works can take place on land without the owner's permission.

Issue 6:

Concerned about traffic disruptions during construction.

Response 6:

This is not a matter dealt with by the Planning Scheme. Any traffic disruptions during construction would require relevant approvals. It is inevitable that there will be some disruption during the construction period, however, this is generally accepted as renovations and new builds are common throughout suburban areas across the City.

6. CONCLUSION

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC IMPACT:

The Tasmanian Planning Scheme - Launceston 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 Tasmanian Planning Scheme - Launceston 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.

STRATEGIC DOCUMENT REFERENCE:

Tasmanian Planning Scheme - Launceston.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

ATTACHMENTS:

1. DA0178/2023 - 6 Middle Street, Launceston - Planning Scheme Assessment
[9.1.1 - 16 pages]
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TITLE: DA0178/2023 - 6 Middle Street, Launceston - Residential - Demolish Existing Sheds. Construction of Alterations and Additions to the Existing Dwelling and Construction of Two Additional Dwellings

FILE NO: DA0178/2023

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GENERAL MANAGER: Dan Ryan (General Manager Community and Place Network)

ATTACHMENT ONE:

PLANNING APPLICATION INFORMATION:

Applicant: Wilkin Design & Drafting Pty Ltd
Property: 6 Middle Street, Launceston
Zoning: General Residential
Receipt Date: 18/04/2023
Validity Date: 26/04/2023
Further Information Request: 04/05/2023
Further Information Received: 14/06/2023
Deemed Approval: 31/07/2023
Representations: 3

3. PLANNING SCHEME REQUIREMENTS

3.1 Zone Purpose

8.0 General Residential Zone

The purpose of the General Residential Zone is:

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

8.0.2 To provide for the efficient utilisation of available social, transport and other service infrastructure.

8.0.3 To provide for non-residential use that:

- (a) primarily serves the local community; and
- (b) does not cause an unreasonable loss of amenity through scale, intensity, noise, activity outside of business hours, traffic generation and movement, or other off site impacts.

8.0.4 To provide for Visitor Accommodation that is compatible with residential character.

Consistent

The proposal to construct two additional dwellings on the subject site, resulting in a total of three dwellings in an area connected to full reticulated services, and within walking distance of the CBD, accords with the zone intent to provide for a range of dwelling types.

8.4.1 Residential density for multiple dwellings

That the density of multiple dwellings:

- (a) makes efficient use of land for housing; and
- (b) optimises the use of infrastructure and community services.

<p>Consistent The proposed dwelling density makes efficient use of land for housing and optimises the use of infrastructure and community services.</p>
<p>A1 Multiple dwellings must have a site area per dwelling of not less than 325m².</p>
<p>Relies on Performance Criteria The subject site has an area of 524m² and three dwellings are proposed resulting in a site area per dwelling of 174m².</p>
<p>P1 Multiple dwellings must only have a site area per dwelling that is less than 325m², if the development will not exceed the capacity of infrastructure services and:</p> <ul style="list-style-type: none"> (a) is compatible with the density of existing development on established properties in the area; or (b) provides for a significant social or community benefit and is: <ul style="list-style-type: none"> (i) wholly or partly within 400m walking distance of a public transport stop; or (ii) wholly or partly within 400m walking distance of an Inner Residential Zone, Village Zone, Urban Mixed Use Zone, Local Business Zone, General Business Zone, Central Business Zone or Commercial Zone.
<p>Complies The proposed multiple dwellings will not exceed the capacity of the infrastructure services.</p> <p>Whilst the site area per dwelling is less than 325m², the development of the site as a whole physically presents as two buildings with a total of four bedrooms. In this regard the development provides two bedrooms on around 250m² and is compatible with the density, in terms of people and movements, of the surrounding area where there are several buildings providing two or three bedrooms on lots of around 250m². The site is also the largest in the immediate area</p> <p>It is also considered that the development of small dwelling units, within easy walking distance of the CBD and surrounding services, potentially provides a social, and community benefit, albeit not for public housing. The site is 130 metres from Launceston College and close to the Cataract Gorge and Brickfields. The site is 50m walking distance from a public bus stop situated on Margaret Street and is 17 metres from the Urban Mixed Use Zone.</p> <p>It is considered that the performance criteria are satisfied.</p>

8.4.2 Setbacks and building envelope for all dwellings

<p>The siting and scale of dwellings:</p> <ul style="list-style-type: none"> (a) provides reasonably consistent separation between dwellings and their frontage within a street; (b) provides consistency in the apparent scale, bulk, massing and proportion of dwellings; (c) provides separation between dwellings on adjoining properties to allow reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space; and (d) provides reasonable access to sunlight for existing solar energy installations.
<p>Consistent A1 Unless within a building area on a sealed plan, a dwelling, excluding garages, carports and protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage that is:</p> <ul style="list-style-type: none"> (a) if the frontage is a primary frontage, not less than 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;

<p>(b) if the frontage is not a primary frontage, not less than 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;</p> <p>(c) if for a vacant site and there are existing dwellings on adjoining properties 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</p> <p>(d) if located above a non-residential use at ground floor level, not less than the setback from the frontage of the ground floor level.</p>
<p>Complies The existing front setback will not be altered by the proposed development.</p>
<p>A2 A garage or carport for a dwelling must have a setback from a primary frontage of not less than:</p> <p>(a) 5.5m, or alternatively 1m behind the building line;</p> <p>(b) the same as the building line, if a portion of the dwelling gross floor area is located above the garage or carport; or</p> <p>(c) 1m, if the existing ground level slopes up or down at a gradient steeper than 1 in 5 for distance of 10m from the frontage.</p>
<p>Complies The only garages proposed are incorporated into the lower floor of units 2 and 3 at the rear of the site.</p>
<p>A3 A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally beyond the building envelope, must:</p> <p>(a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by:</p> <p>(i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and</p> <p>(ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and</p> <p>(b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling:</p> <p>(i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or</p> <p>(ii) does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).</p>
<p>Relies on Performance Criteria The existing dwelling fits wholly within the prescribed building envelope.</p> <p>Units 2 and 3 are to be setback 1 metre from the western side boundary, 4.52 metres from the rear boundary and 0.96 metres from the eastern side boundary. The side boundary setbacks coupled with the roof pitch and height at the boundaries, and with existing ground levels, means that a small section of the building and roof, on the eastern side sits outside the prescribed envelope and part of the upper floor rear deck sits outside the envelope. The proposal relies upon performance criteria.</p>
<p>P3 The siting and scale of a dwelling must:</p> <p>(a) not cause an unreasonable loss of amenity to adjoining properties, having regard to:</p> <p>(i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property;</p> <p>(ii) overshadowing the private open space of a dwelling on an adjoining property;</p> <p>(iii) overshadowing of an adjoining vacant property; and</p> <p>(iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property;</p>

- (b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and
- (c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on:
- (i) an adjoining property; or
 - (ii) another dwelling on the same site.

Complies

It is considered that the proposed scale of units 2 and 3 will not cause an unreasonable loss of amenity to adjoining properties. For context, the adjoining properties that have the potential to be impacted are:

- 2-4 Middle Street immediately to the east which contains a single dwelling currently approved for use as visitor accommodation, plus a current application to subdivide the lot into two lots and develop a three storey dwelling in the rear.
- The rear of 28 Margaret Street which is vacant land that forms the rear yard of a car dealership
- 8A Middle Street which is a single dwelling. There is a substantial timber fence along the common boundary
- 285 West Tamar Road which contains a single dwelling at the front and a fire damaged uninhabitable building to the rear of the lot adjacent to the common boundary.

The matters to be considered under P3(a) are assessed in terms of loss of amenity to adjoining properties below:

(i) The shadow diagrams submitted with the application, and the 3D montage, demonstrate that the single habitable room window on the eastern façade of the dwelling at 8A Middle Street will be free of shadow from the proposed building by midday on 21 June and therefore will retain a reasonable amenity in terms of solar access.

The shadow diagrams demonstrate that the existing and proposed dwellings at 2-4 Middle Street are located to the east of the site and will not be overshadowed by the proposed units. Similarly, the land at 285 West Tamar Road is sited to the north of the subject site and will not be impacted in terms of overshadowing.

(ii) The main area of private open space associated with 8A Middle Street is a deck situated to the rear of the dwelling. The shadow diagrams demonstrate that while the deck will be overshadowed in the early morning on 21 June, it will receive full late morning and afternoon sun and therefore the impact is not considered unreasonable.

The rear area of 28 Margaret Street is associated with a car dealership and does not constitute private open space.

There is minimal overshadowing of the private open space to the rear of the dwelling at 2-4 Middle Street and the majority of the lot will not be overshadowed at all from the development.

(iii) N/A the site does not adjoin a vacant property.

(iv) The proposed double storey unit development is commensurate in scale with the car dealership building on 28 Margaret Street adjacent to the site and the double storey building at 26 Margaret Street 17 metres from the site. Both 10 and 14 Middle Street also have double storey dwellings on site.

The scale of the dwelling will be most prominent when viewed from 8A Middle Street however the height of the existing timber paling boundary fence will assist in minimising the bulk and form when viewed from 8A. The length of wall located opposite 8A is 8.5 metres and the roof slopes down to the boundary minimising the overall apparent height at the boundary.

With regard to P1 (b), the reduced side boundary setbacks are consistent with development in the area which is characterised by dwellings built to the side boundaries.

Relevantly, P1 (c) accepts some impact on existing solar panels and seeks only to avoid unreasonable impact. The shadow diagrams demonstrate that whilst the solar panels installed on the roof of 8A will be impacted by overshadowing in the morning of 21st June, they will receive full late morning and afternoon sun and therefore the degree of impact is not considered unreasonable.

The performance criteria are considered to be satisfied.

8.4.3 Site coverage and private open space for all dwellings

That dwellings are compatible with the amenity and character of the area and provide:

- (a) for outdoor recreation and the operational needs of the residents;
- (b) opportunities for the planting of gardens and landscaping; and
- (c) private open space that is conveniently located and has access to sunlight.

Consistent

A1 Dwellings must have:

- (a) a site coverage of not more than 50% (excluding eaves up to 0.6m wide); and
- (b) for multiple dwellings, a total area of private open space of not less than 60m² associated with each dwelling, unless the dwelling has a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer).

Complies

The total site coverage of the three units is proposed to be 233.24m². The site has an area of 524m² resulting in a site coverage of 44.4% and therefore complying with A1 (a).

The units are each provided with an outdoor deck area for private open space with an area of 24.4m² at first floor level and sufficient ground level private open space to achieve the required 60m².

A2 A dwelling must have private open space that:

- (a) is in one location and is not less than:
 - (i) 24m²; or
 - (ii) 12m², if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer);
- (b) has a minimum horizontal dimension of not less than:
 - (i) 4m; or
 - (ii) 2m, if the dwelling is a multiple dwelling with a finished floor level that is entirely more than 1.8m above the finished ground level (excluding a garage, carport or entry foyer);
- (c) is located between the dwelling and the frontage only if the frontage is orientated between 30 degrees west of true north and 30 degrees east of true north; and
- (d) has a gradient not steeper than 1 in 10.

Relies on Performance Criteria

Each of the three units are provided with a 24.4m ² deck, Whilst the decks of the proposed units have a minimum horizontal dimension of 4m, the deck for the existing dwelling will be only 2.8m wide and performance criteria are relied upon.
P2 A dwelling must have private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining, entertaining and children's play and is: (a) conveniently located in relation to a living area of the dwelling; and (b) orientated to take advantage of sunlight.
Complies Despite the reduced width of the deck for the existing dwelling, it is located appropriately to take advantage of sunlight and to provide a suitable area for recreation and entertainment.
The performance criteria are considered to be met.

8.4.4 Sunlight to private open space of multiple dwellings

That the separation between multiple dwellings provides reasonable opportunity for sunlight to private open space for dwellings on the same site.
Consistent The proposal complies with the acceptable solution.
A1 A multiple dwelling, that is to the north of the private open space of another dwelling on the same site, required to satisfy A2 or P2 of clause 8.4.3, must satisfy (a) or (b), unless excluded by (c): (a) the multiple dwelling is contained within a line projecting (see Figure 8.4): (i) at a distance of 3m from the northern edge of the private open space; and (ii) vertically to a height of 3m above existing ground level and then at an angle of 45 degrees from the horizontal; (b) the multiple dwelling does not cause 50% of the private open space to receive less than 3 hours of sunlight between 9.00am and 3.00pm on 21 June; and (c) this Acceptable Solution excludes that part of a multiple dwelling consisting of: (i) an outbuilding with a building height not more than 2.4m; or (ii) protrusions that extend not more than 0.9m horizontally from the multiple dwelling.
Complies Proposed units 2 and 3 are sited to the north of the existing dwelling (unit 1). The separation distance between the northern edge of the private open space of unit 1 and units 2 and 3 is 7.17 metres.

8.4.6 Privacy for all dwellings

To provide a reasonable opportunity for privacy for dwellings.
Consistent The proposal complies with the applicable acceptable solution and performance criteria.
A1 A balcony, deck, roof terrace, parking space, or carport for a dwelling (whether freestanding or part of the dwelling), that has a finished surface or floor level more than 1m above existing ground level must have a permanently fixed screen to a height of not less than 1.7m above the finished surface or floor level, with a uniform transparency of not 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 not less than 3m from the side boundary; (b) rear boundary, unless the balcony, deck, roof terrace, parking space, or carport has a setback of not less than 4m from the rear boundary; and (c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is not less than 6m:

<ul style="list-style-type: none"> (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.
<p>Complies</p> <p>The rear decks that form part of units 2 and 3 have a finished surface level greater than 1m above existing ground level. These decks are proposed to be fitted with a 1.7m high screen with not more than 25% transparency.</p>
<p>A2 A window or glazed door to a habitable room of a dwelling, that has a floor level more than 1m above existing ground level, must satisfy (a), unless it satisfies (b):</p> <ul style="list-style-type: none"> (a) the window or glazed door: <ul style="list-style-type: none"> (i) is to have a setback of not less than 3m from a side boundary; (ii) is to have a setback of not less than 4m from a rear boundary; (iii) if the dwelling is a multiple dwelling, is to be not less than 6m 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 not less than 6m from the private open space of another dwelling on the same site. (b) the window or glazed door: <ul style="list-style-type: none"> (i) is to be offset, in the horizontal plane, not less than 1.5m from the edge of a window or glazed door, to a habitable room of another dwelling; (ii) is to have a sill height of not less than 1.7m above the floor level or have fixed obscure glazing extending to a height of not less than 1.7m 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 not less than 1.7m above floor level, with a uniform transparency of not more than 25%.
<p>Complies</p> <p>The upper floor windows on the eastern facade of unit 3 both have a sill height of 1.7 metres and therefore comply with A2 (b) (ii).</p> <p>There are two upper floor windows on the western facade of unit 2, one of which meets A2 (b) (ii) as it has a sill height of 1.7 metres. The second window which is to the stairwell of unit 2, is offset on the horizontal plane in excess of 1.5 metres to any windows to habitable rooms on the adjacent dwelling at 8A Middle Street.</p>
<p>A3 A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of not less than:</p> <ul style="list-style-type: none"> (a) 2.5m; or (b) 1m if: <ul style="list-style-type: none"> (i) it is separated by a screen of not less than 1.7m in height; or (ii) the window, or glazed door, to a habitable room has a sill height of not less than 1.7m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of not less than 1.7m above the floor level.
<p>Relies on Performance Criteria</p> <p>There are two habitable room windows along the eastern facade of unit 1 facing the shared driveway.</p> <p>The window to the living area complies with A3 (b) as, whilst the separation distance is 1m, it is screened by the timber paling fence to 1.7m high.</p> <p>The second window (bedroom) only has a sill height of 1.4 metres and is separated by 1m and not screened therefore relies upon performance criteria.</p>

The lower floor windows on the southern facade of units 2 and 3 are not habitable room windows and are therefore not required to comply with A3.

The upper floor windows of units 2 and 3 have a sill height greater than 1.7m above finished floor level however there is no separation with the shared access driveway therefore they rely upon performance criteria.

P3 A shared driveway or parking space (excluding a parking space allocated to that dwelling), must be screened, or otherwise located or designed, to minimise unreasonable impact of vehicle noise or vehicle light intrusion to a habitable room of a multiple dwelling.

Complies

The upper floor windows of units 2 and 3 are considered to be set high enough from ground level for light spill from cars utilising the shared driveway to be minimal.

It is considered the 1m separation between the bedroom window of unit 1 and the shared driveway is acceptable in terms of noise and light spill. The site is in an inner city area where there is some level of background noise at all times. Given there are no visitor parking spaces on the site the only traffic will be from dwelling occupants and therefore will be minimal.

8.4.7 Frontage fences for all dwellings

The height and transparency of frontage fences:

- (a) provides adequate privacy and security for residents;
- (b) allows the potential for mutual passive surveillance between the road and the dwelling; and
- (c) is reasonably consistent with that on adjoining properties.

Consistent

A low picket fence is proposed and the fencing exemption does not apply as the site is included on the Local Heritage list. The proposal satisfies the performance criteria.

A1 No Acceptable Solution

Relies on Performance Criteria

P1 A fence (including a free-standing wall) for a dwelling within 4.5m of a frontage must:

- (a) provide for security and privacy while allowing for passive surveillance of the road; and
- (b) be compatible with the height and transparency of fences in the street, having regard to:
 - (i) the topography of the site; and
 - (ii) traffic volumes on the adjoining road.

Complies

The proposed fence is low and provides for passive surveillance and is compatible with other front fences in the surrounding area.

8.4.8 Waste storage for multiple dwellings

To provide for the storage of waste and recycling bins for multiple dwellings.

Consistent

The proposal satisfies the performance criteria.

A1 A multiple dwelling must have a storage area, for waste and recycling bins, that is not less than 1.5m² per dwelling and is within one of the following locations:

- (a) an area for the exclusive use of each dwelling, excluding the area in front of the dwelling; or
- (b) a common storage area with an impervious surface that:
 - (i) has a setback of not less than 4.5m from a frontage;
 - (ii) is not less than 5.5m from any dwelling; and

(iii) is screened from the frontage and any dwelling by a wall to a height not less than 1.2m above the finished surface level of the storage area.
Relies on Performance Criteria Bin storage with a minimum area of 1.5m ² is provided within the garage for both units 2 and 3. Bin storage with a minimum area of 1.5m ² is provided on the western side of the front verandah of unit 1, however will rely on P1 in respect of not having a screen of 1.2m between the storage area and the frontage.
P1 A multiple dwelling must have storage for waste and recycling bins that is: (a) capable of storing the number of bins required for the site; (b) screened from the frontage and any dwellings; and (c) if the storage area is a common storage area, separated from any dwellings to minimise impacts caused by odours and noise.
Complies The proposed storage area for unit will be largely screened from the frontage by the timber front fence and the location between the verandah and the side boundary fence.

C2.0 Parking and Sustainable Transport Code

The purpose of the Parking and Sustainable Transport Code is: C2.1.1 To ensure that an appropriate level of parking facilities is provided to service use and development. C2.1.2 To ensure that cycling, walking and public transport are encouraged as a means of transport in urban areas. C2.1.3 To ensure that access for pedestrians, vehicles and cyclists is safe and adequate. C2.1.4 To ensure that parking does not cause an unreasonable loss of amenity to the surrounding area. C2.1.5 To ensure that parking spaces and accesses meet appropriate standards. C2.1.6 To provide for parking precincts and pedestrian priority streets.
Consistent The proposal is consistent with the purpose of the code to provide access, parking and manoeuvring areas suitable for the likely needs of the proposed use.

C2.5.1 Car parking numbers

That an appropriate level of car parking spaces are provided to meet the needs of the use
Consistent The proposal satisfies the performance criteria.
A1 The number of on-site car parking spaces must be no less than the number specified in Table C2.1, excluding if: (a) the site is subject to a parking plan for the area adopted by council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan; (b) the site is contained within a parking precinct plan and subject to Clause C2.7; (c) the site is subject to Clause C2.5.5; or (d) it relates to an intensification of an existing use or development or a change of use where: (i) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is greater than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case no additional on-site car parking is required; or (ii) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is less than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case on-site car parking must be calculated as follows:

<p>$N = A + (C - B)$ N = Number of on-site car parking spaces required A = Number of existing on site car parking spaces B = Number of on-site car parking spaces required for the existing use or development specified in Table C2.1 C = Number of on-site car parking spaces required for the proposed use or development specified in Table C2.1.</p>
<p>Complies Table C2.1 requires the provision of 1 space per 1 bedroom dwelling and 2 spaces per 2 or more bedroom dwelling plus one visitor space per 4 multiple dwellings.</p> <p>Therefore a total of 5 on-site spaces are required to be provided and three are proposed. Performance criteria are relied upon.</p>
<p>P1.1 The number of on-site car parking spaces for uses, excluding dwellings, must meet the reasonable needs of the use, having regard to:</p> <ul style="list-style-type: none"> (a) the availability of off-street public car parking spaces within reasonable walking distance of the site; (b) the ability of multiple users to share spaces because of: <ul style="list-style-type: none"> 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) the availability and frequency of other transport alternatives; (e) any site constraints such as existing buildings, slope, drainage, vegetation and landscaping; (f) the availability, accessibility and safety of (g) on-street parking, having regard to the nature of the roads, traffic management and other uses in the vicinity; (h) the effect on streetscape; and (i) any assessment by a suitably qualified person of the actual car parking demand determined having regard to the scale and nature of the use and development.
<p>Complies It is considered that the proposal for one on-site parking space per unit meets the reasonable needs of the use. Whilst there is no available on - street parking in Middle Street, and Margaret Street is largely at capacity, the site is located within walking distance of three public car parking facilities and is well situated in terms of the public transport network</p> <p>The site is situated within walking distance from the CBD and many services. The size of the units (two single bedroom and one two bedroom) means that the number of occupants is likely to be low and the proximity to the CBD means that walking, bicycling and scootering are very viable and reasonable options. The storage areas associated with the units are sufficient to allow storage of bicycles and scooters.</p> <p>It is also considered likely that persons considering rent or purchase of the dwellings will have regard to the parking limitations and their own needs.</p> <p>Having regard to the scale and nature of the use, and the likely actual parking demand, it is considered that the performance criteria are satisfied.</p>
<p>C2.6.1 Construction of parking areas</p> <p>That parking areas are constructed to an appropriate standard.</p>

<p>Consistent The proposal complies with the acceptable solution.</p>
<p>A1 All parking, access ways, manoeuvring and circulation spaces must: (a) be constructed with a durable all weather pavement; (b) be drained to the public stormwater system, or contain stormwater on the site; and (c) excluding all uses in the Rural Zone, Agriculture Zone, Landscape Conservation Zone, Environmental Management Zone, Recreation Zone and Open Space Zone, be surfaced by a spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement.</p>
<p>Complies The parking and access ways will be sealed and drained to the public stormwater system.</p>

C2.6.2 Design and layout of parking areas

<p>That parking areas are designed and laid out to provide convenient, safe and efficient parking.</p>
<p>Consistent The proposal complies with the acceptable solution.</p>
<p>A1.1 Parking, access ways, manoeuvring and circulation spaces must either: (a) comply with the following: (i) have a gradient in accordance with <i>Australian Standard AS 2890 - Parking facilities, Parts 1-6</i>; (ii) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces; (iii) have an access width not less than the requirements in Table C2.2; (iv) have car parking space dimensions which satisfy the requirements in Table C2.3; (v) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table C2.3 where there are 3 or more car parking spaces; (vi) have a vertical clearance of not less than 2.1m above the parking surface level; and (vii) excluding a single dwelling, be delineated by line marking or other clear physical means; or (b) comply with <i>Australian Standard AS 2890-Parking facilities, Parts 1-6</i>.</p>
<p>Complies The proposed parking, access and manoeuvring areas comply with the Australian Standard.</p>

C2.6.3 Number of accesses for vehicles

<p>That: (a) access to land is provided which is safe and efficient for users of the land and all road network users, including but not limited to drivers, passengers, pedestrians and cyclists by minimising the number of vehicle accesses; (b) accesses do not cause an unreasonable loss of amenity of adjoining uses; and (c) the number of accesses minimise impacts on the streetscape.</p>
<p>Consistent The proposal complies with the acceptable solution.</p>
<p>A1 The number of accesses provided for each frontage must: (a) be no more than 1; or (b) no more than the existing number of accesses, whichever is the greater.</p>
<p>Complies One access is proposed.</p>

C3.0 Road and Railway Assets Code

The purpose of the Road and Railway Assets Code is:

C3.1.1 To protect the safety and efficiency of the road and railway networks; and

C3.1.2 To reduce conflicts between sensitive uses and major roads and the rail network.

Consistent

The proposal is consistent with the purpose of the code to protect the safety and efficiency of the road network.

C3.5.1 Traffic generation at a vehicle crossing, level crossing or new junction

To minimise any adverse effects on the safety and efficiency of the road or rail network from vehicular traffic generated from the site at an existing or new vehicle crossing or level crossing or new junction.

Consistent

The proposal complies with the applicable acceptable solution.

A1.4 Vehicular traffic to and from the site, using an existing vehicle crossing or private level crossing, will not increase by more than:

(a) the amounts in Table C3.1; or

(b) allowed by a licence issued under Part IVA of the Roads and Jetties Act 1935 in respect to a limited access road.

Complies

The RTA guide to traffic movements assigns 7-9 vehicle movements per day per dwelling unit. The addition of two dwellings on the site will therefore increase daily traffic movements from 9 to 27 which is less than the 40 additional average daily movements allowed under Table C3.1.

A1.5 Vehicular traffic must be able to enter and leave a major road in a forward direction.

Complies

Whilst Middle Street is not a major road, manoeuvring space is provided to allow vehicles to enter and leave in a forward direction.

C6.0 Local Historic Heritage Code

The purpose of the Local Historic Heritage Code is:

C6.1.1 To recognise and protect:

(a) the local historic heritage significance of local places, precincts, landscapes and areas of archaeological potential; and

(b) significant trees.

C6.1.2 This code does not apply to Aboriginal heritage values.

Consistent

The facade of the existing dwelling on site will be retained in situ therefore there will be no significant change to the heritage values presented at streetscape level.

The draft heritage data sheet for 6 Middle Street identifies the dwelling as significant as one of a large group of dwellings built during the same period. It demonstrates the basic characteristics of a late Victorian timber house. The data sheet notes that the house is in a severely deteriorated state and vulnerable. The proposed development allows for the continued use of the dwelling.

C6.5.1 There are no Use Standards in this code.

C6.6.1 Demolition

That the demolition or removal of buildings do not cause an unacceptable impact on the local historic heritage significance of local heritage places.

Consistent

The proposal satisfies the performance criteria.
A1 No Acceptable Solution.
Relies on Performance Criteria
P1 Demolition or removal of buildings on a local heritage place must not cause an unacceptable impact on the local historic heritage significance of the place, having regard to: (a) the physical condition of the local heritage place; (b) the extent and rate of deterioration of the building or structure; (c) the safety of the building or structure; (d) the streetscape or setting in which the building or structure is located; (e) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (g) any options to reduce or mitigate deterioration; (h) whether demolition is a reasonable option to secure the long-term future of a building or structure; and (i) any economic considerations.
Complies The outbuilding to be demolished is not original and is in poor condition. Its removal will not impact the values of the heritage place. The rear portion of the existing dwelling is a later addition and not visible from the street and its demolition will not impact the original structure, the streetscape or the setting of the local heritage place.

C6.6.2 Site coverage

That site coverage is compatible with the local historic heritage significance of local heritage places.
Consistent The proposal satisfies the performance criteria.
A1 No Acceptable Solution.
Relies on Performance Criteria
P1 The site coverage must be compatible with the local historic heritage significance of a local heritage place, having regard to: (a) the topography of the site; and (b) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person.
Complies The resultant site coverage at 44% will not impact on the local historic heritage significance of the place. The streetscape view will largely remain unaltered as the facade of the existing dwelling will be maintained. The site is an inner urban area with a number of residential developments in the immediate area having a high site coverage.

C6.6.3 Height and bulk of buildings

That the height and bulk of buildings are compatible with the local historic heritage significance of local heritage places.
Consistent The proposal satisfies the performance criteria.

A1 No Acceptable Solution
Relies on Performance Criteria
P1 The height and bulk of buildings must be compatible with the local historic heritage significance of a local heritage place, having regard to: (a) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) the character and appearance of the existing building or place; (c) the height and bulk of other buildings in the surrounding area; and (d) the setting of the local heritage place
Complies The height of the existing dwelling on site will not be altered. The new units to be constructed at the rear of the site have a maximum height of 6.7 metres to the apex reducing to 5.1 metres at the side boundaries. There are several other double storey buildings in the immediate area including on the directly adjacent 28 Margaret Street which has a more modern style, uniform double storey building. The design of the units, with a pitched roof, and their location behind the existing dwelling, means they will be generally compatible with the local historic heritage significance of the local heritage place.

C6.6.4 Siting of buildings and structures

That the siting of buildings is compatible with the local historic heritage significance of local heritage places.
Consistent The proposal satisfies the performance criteria.
A1 No Acceptable Solution
Relies on Performance Criteria
P1 The front, side and rear setbacks of a building must be compatible with the local historic heritage significance of the place, having regard to: (a) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) the topography of the site; (c) the size, shape, and orientation of the lot; and (d) the setbacks of other buildings in the surrounding area.
Complies The front setback will not alter as a result of this development. The side and rear setbacks are consistent with setbacks in the immediate area within which there are a number of lots with development to the side and rear boundaries.

C6.6.5 Fences

That fences are compatible with the local historic heritage significance of local heritage places.
Consistent The proposal satisfies the performance criteria.
A1 New fences and gates on local heritage places must be designed and constructed to match existing original fences on the site.
Relies on Performance Criteria The site does not have a front fence and performance criteria are relied upon.
P1 New fences and gates must be compatible with the local historic heritage significance of a local heritage place, having regard to:

<p>(a) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person;</p> <p>(b) the architectural style of the buildings on the site;</p> <p>(c) the dominant fencing style in the setting;</p> <p>(d) the original or previous fences on the site; and</p> <p>(e) the proposed height and location of the fence.</p>
<p>Complies The proposed fence is a low timber picket and is compatible with surrounding properties and the likely original form of fences in the area.</p> <p>The performance criteria are satisfied.</p>

C6.6.6 Roof form and materials

<p>That roof form and materials are compatible with the local historic heritage significance of local heritage places.</p>
<p>Consistent The proposal complies with the acceptable solution.</p>
<p>A1 Replacement roofs on local heritage places which will be visible from any road or public open space adjoining the site, must be of a form and material to match the existing roof being replaced.</p>
<p>Complies The corrugated iron roofing on the existing dwelling is in poor condition and will be replaced with a new Custom Orb Colorbond finish roof in a pale Eucalyptus colour. The form and material of the roof is the same as it is replacing.</p>

C6.6.7 Building alterations, excluding roof form and materials

<p>That building alterations, excluding roof form and materials, are compatible with the local historic heritage significance of local heritage places.</p>
<p>Consistent The proposal satisfies the performance criteria.</p>
<p>A1 No Acceptable Solution</p>
<p>Relies on Performance Criteria</p>
<p>P1 Building alterations, excluding roof form and materials, of an existing building that is a local heritage place must be compatible with and not detract from the local historic heritage significance of the place, having regard to:</p> <p>(a) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person;</p> <p>(b) the design, period of construction and materials of the building on the site that the building alterations most directly relate to;</p> <p>(c) the dominant external building materials in the setting; and</p> <p>(d) the streetscape.</p>
<p>Complies The underside to the deck extension to the existing dwelling will be constructed in weatherboard to match the existing dwelling wall materials. The deck extension will not be visible from the streetscape and is considered to be compatible with the local heritage place.</p>

C16.0 Safeguarding of Airports Code

The purpose of the Safeguarding of Airports Code is:

C16.1.1 To safeguard the operation of airports from incompatible use or development.

C16.1.2 To provide for use and development that is compatible with the operation of airports in accordance with the appropriate future airport noise exposure patterns and with safe air navigation for aircraft approaching and departing an airport.

Consistent

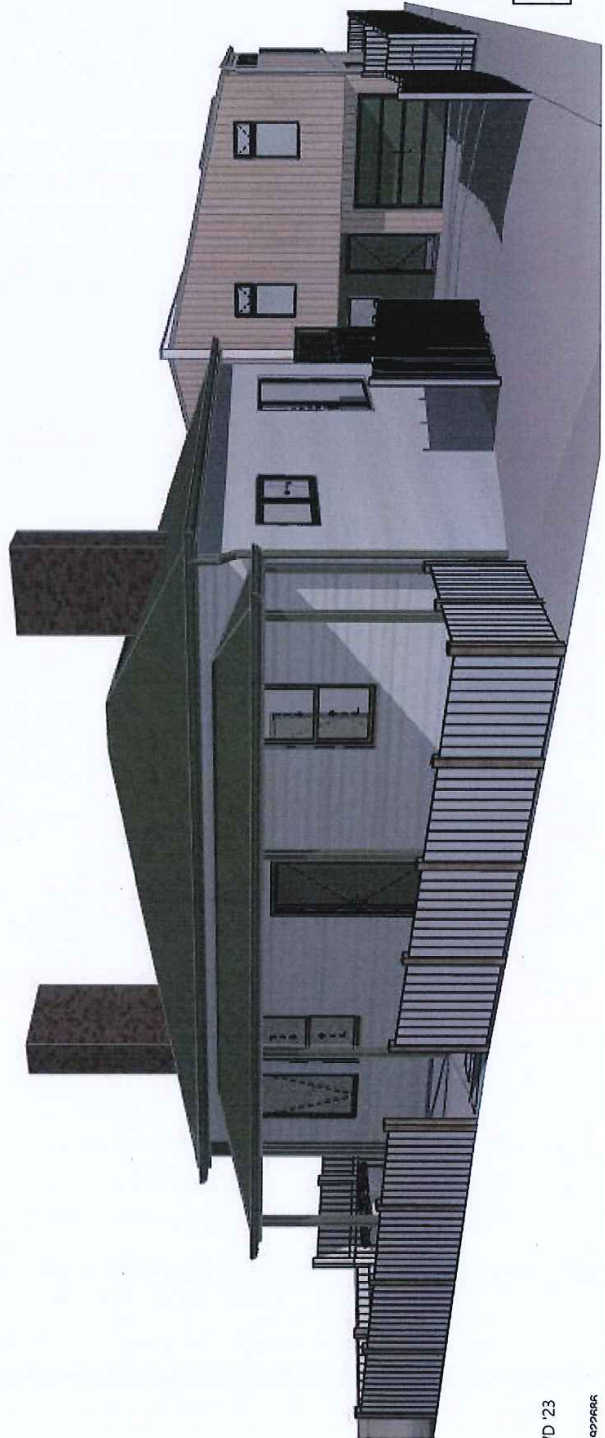
The site is within an existing urban area and the height will not protrude into the obstacle limitation area. The proposal is exempt from the Code pursuant to clause C16.4.1.



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design

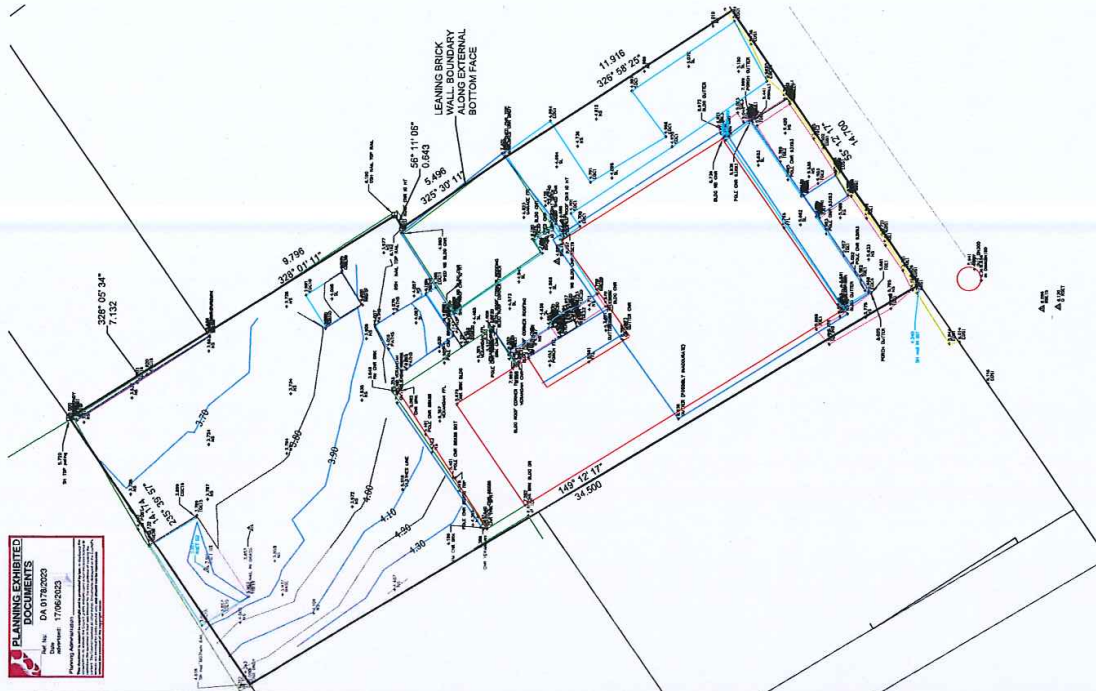
**PROPOSED RESIDENCE
RENOVATION + ADDITION OF TWO
1 BED UNITS
FOR G. & A. VAUGHAN
6 MIDDLE ST
LAUNCESTON TAS 7250**

CHECK CAREFULLY ALL ASPECTS OF
CONSTRUCTION AND
COMMENCING ASSESSMENT.
ANY ERRORS OR AMBIGUITIES TO BE
REPORTED TO THE DRAWER BEFORE
ASSESSMENT IS CONTINUED.
CONFIRM ALL SIZES AND HEIGHTS ON
SITE.
DO NOT SCALE OFF PLAN.
THESE DOCUMENTS ARE INTENDED FOR
COUNCIL PLANNING APPLICATION ONLY,
THEY ARE NOT TO BE USED FOR ANY
OTHER PURPOSES.
THIS DESIGN IS COVERED UNDER
INTELLECTUAL PROPERTY RIGHTS AND MUST BE
CONFIRMED BY "WILKIN DESIGN &
DRAFTING" THE DRAWER RETAINS ALL
"INTELLECTUAL PROPERTY".



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PLANNING EXHIBITED DOCUMENTS
DA 017/2023
17/06/2023

PROJECT: WAHROONGA 6 MIDDLE ST LAUNCESTON TAS 7250
CLIENT: ANNE & GRAHAME VAUGHAN

DATE: 23/05/2023
CONTACT: laura@wilkindesign.com.au

SCALE: As shown @ A3
1:200, 1:1

DRAWING TITLE: PROJECT INTRODUCTION
DRAWING: DA02

SITE SURVEY 1:200

PROJECT INFORMATION
WAHROONGA
6 MIDDLE ST LAUNCESTON TAS 7250

CONTACT
laura@wilkindesign.com.au

DESIGNER: T. WILKIN
DATE: 23/05/2023

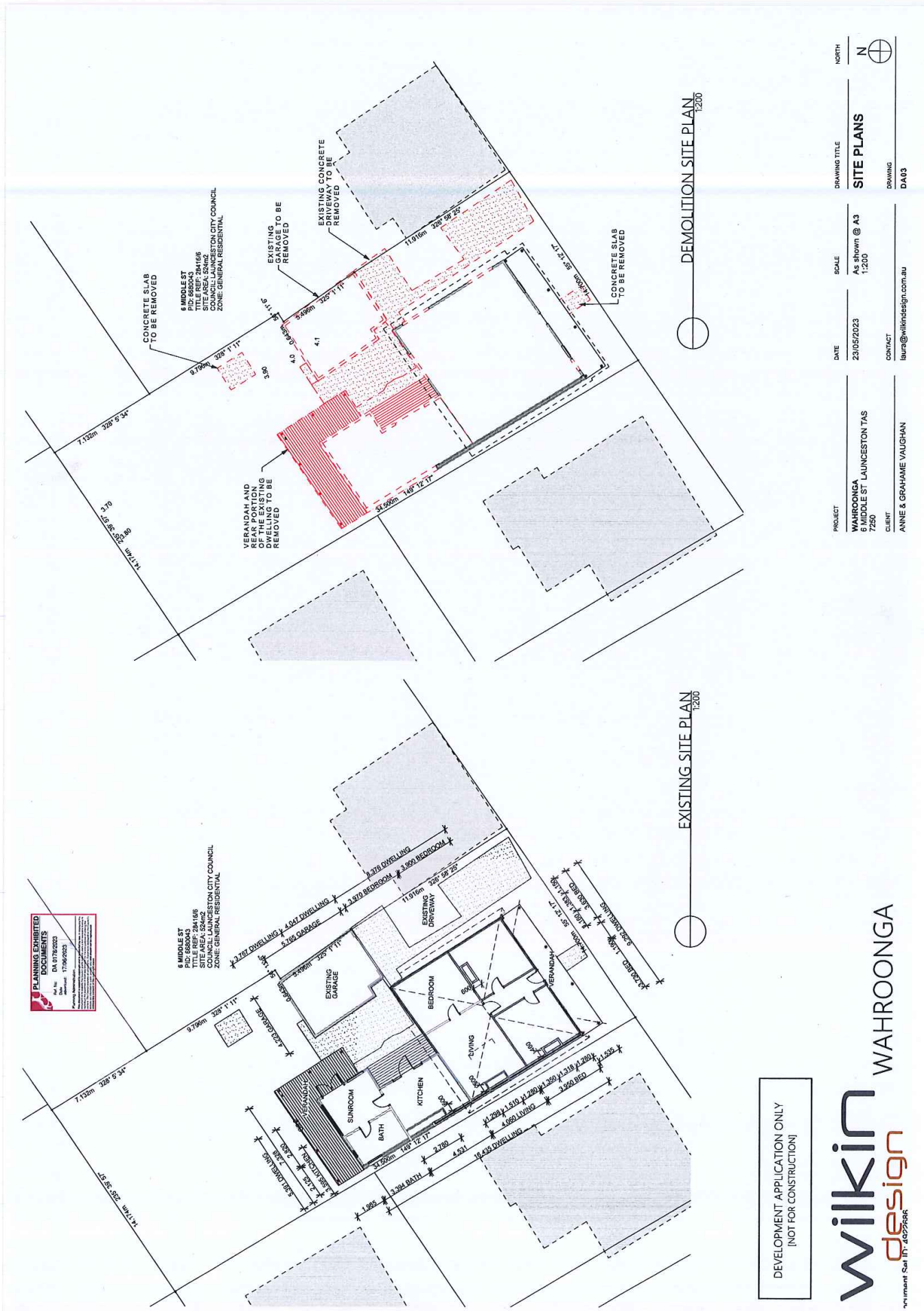
SITE INFORMATION
PID: 6680043
TITLE REFERENCE: 28416/6
COUNCIL: LAUNCESTON CITY COUNCIL
ZONE: GENERAL RESIDENTIAL
SOIL CLASS: TBC
CLIMATE ZONE: 7
WIND CLASSIFICATION: TBC
BAL: TBC
CORROSION ENVIRONMENT: N/A
KNOWN SITE HAZARDS: NONE
ALPINE AREA: N/A

ID	REV	NAME
DA01		COVER
DA02		PROJECT INTRODUCTION
DA03		SITE PLANS
DA04		PROPOSED SITE PLAN
DA05		PROPOSED UNIT 1 FLOOR PLAN
DA06		PROPOSED UNIT 2 + 3 FLOOR PLANS
DA07		PROPOSED ROOF PLAN
DA08		ELEVATIONS
DA09		ELEVATIONS

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Environment Services Pty Ltd 40225466

WAHROONGA

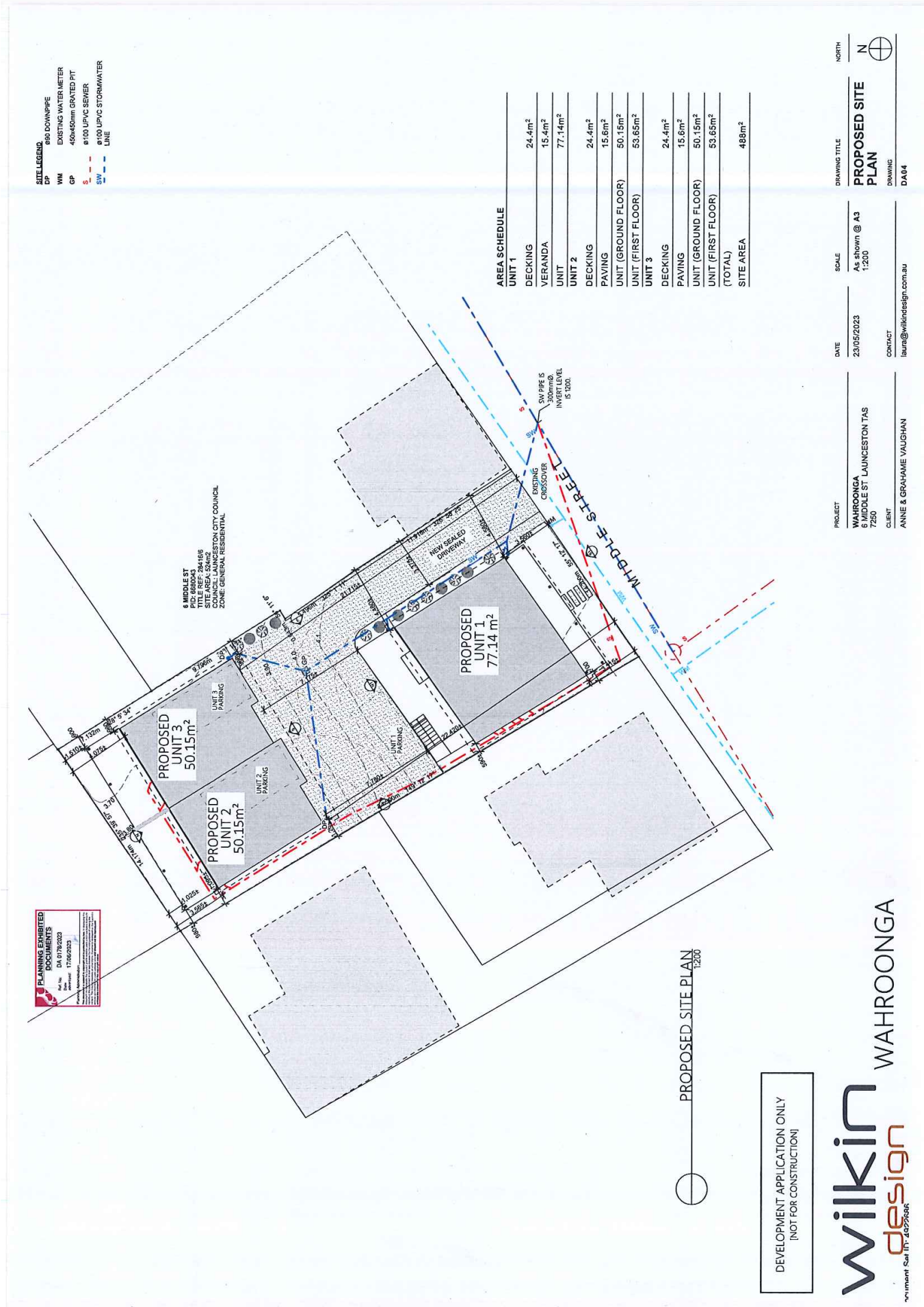


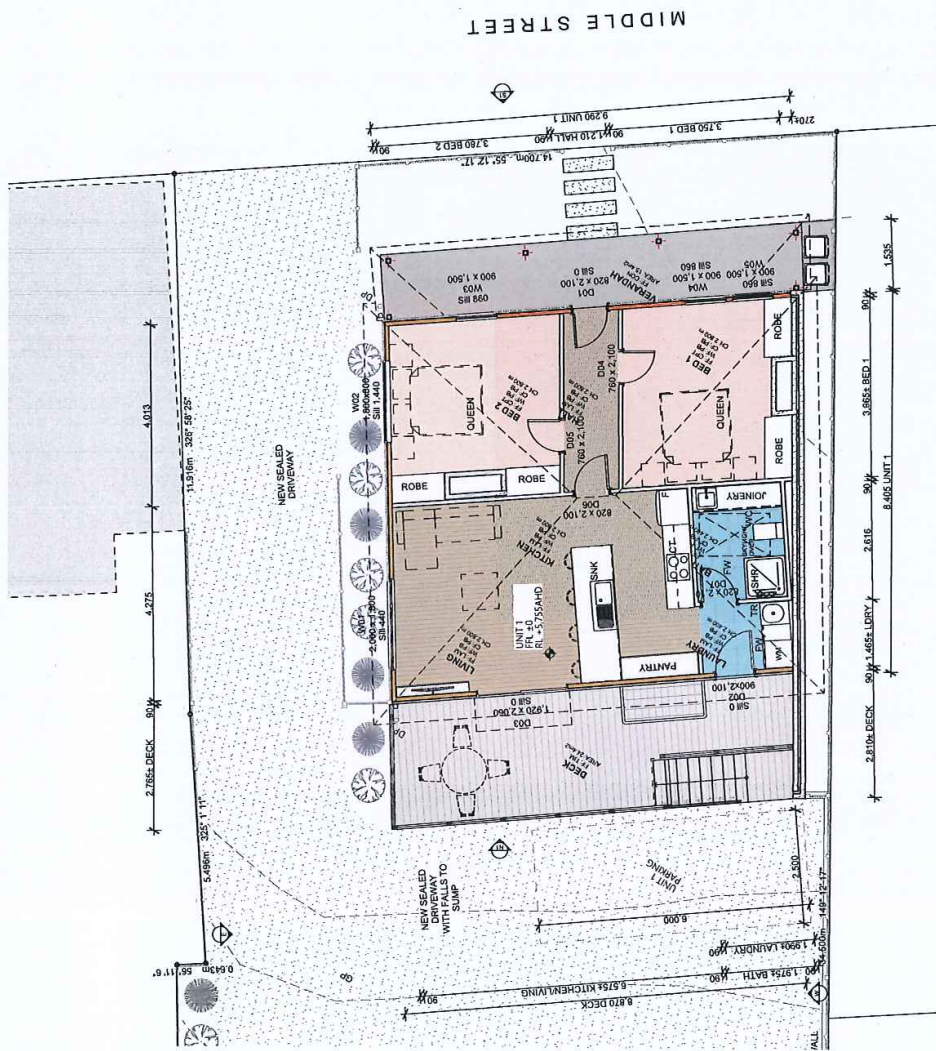
DEVELOPMENT APPLICATION ONLY
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14 Mount Sable Trl, 4022 RAK

WAHROONGA

PROJECT	WAHROONGA 6 MIDDLE ST LAUNCESTON TAS 7250	DATE	23/05/2023	SCALE	As shown @ A3 1:200	DRAWING TITLE	SITE PLANS	NORTH	N
CLIENT	ANNE & GRAHAME VAUGHAN	CONTACT	launr@wilkindesign.com.au			DRAWING	DA03		



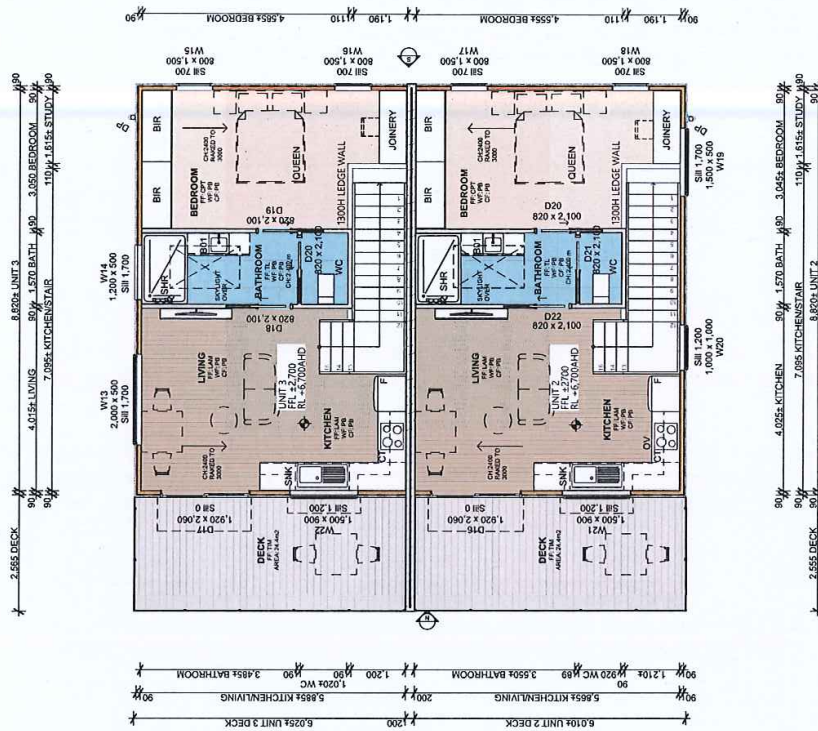
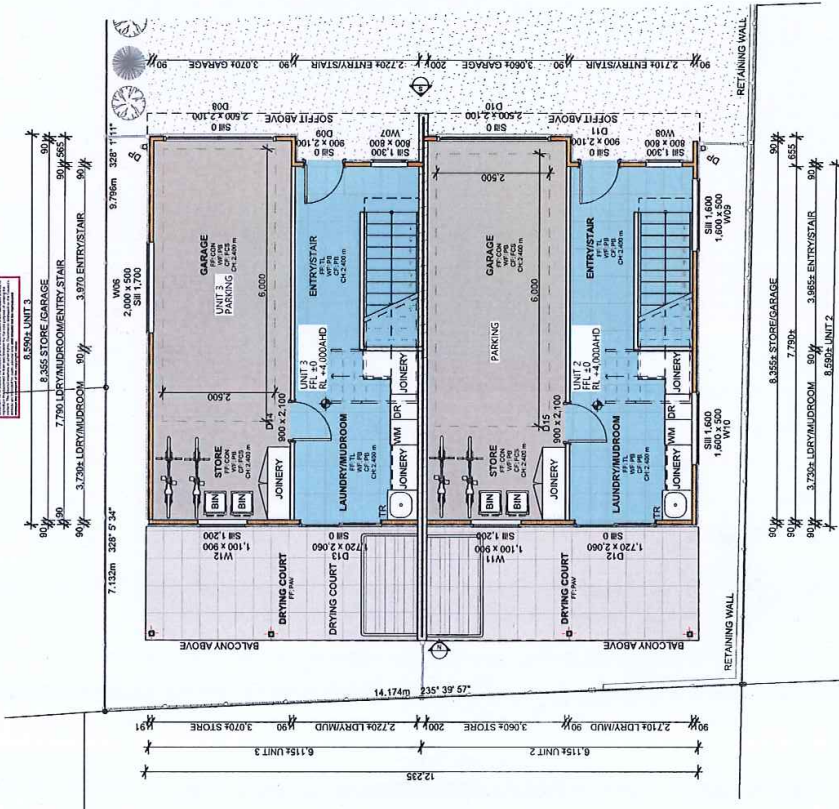


DRAWING TITLE	PROPOSED UNIT 1 FLOOR PLAN
DATE	23/05/2023
SCALE	As shown @ A3 1:100
PROJECT	WAHROONGA MIDDLE ST LAUNCESTON TAS 7250
CLIENT	ANNE & GRAHAME VAUGHAN
DRAWING	DA05
CONTRACT	launa@wilkindesign.com.au

WILKIN
design

development solutions

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UNIT 2 + 3 GROUND FLOOR PLAN
1:100

UNIT 2 + 3 FIRST FLOOR PLAN
1:100

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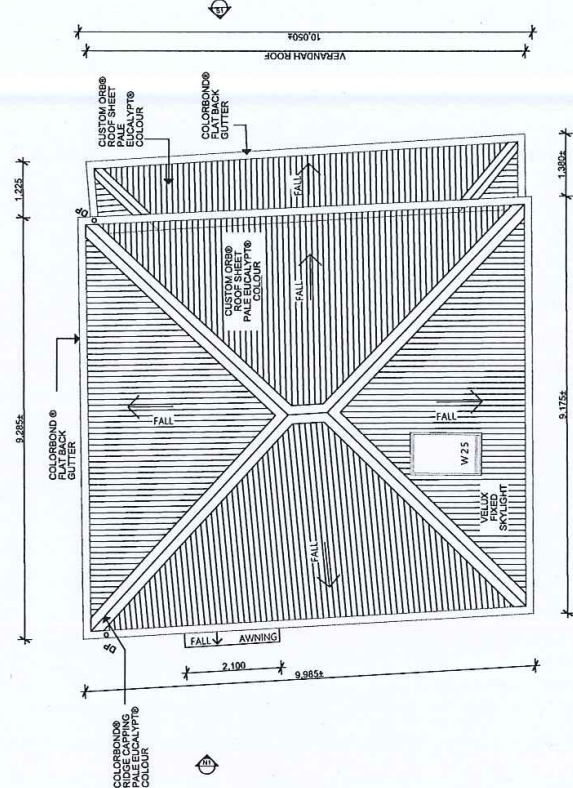
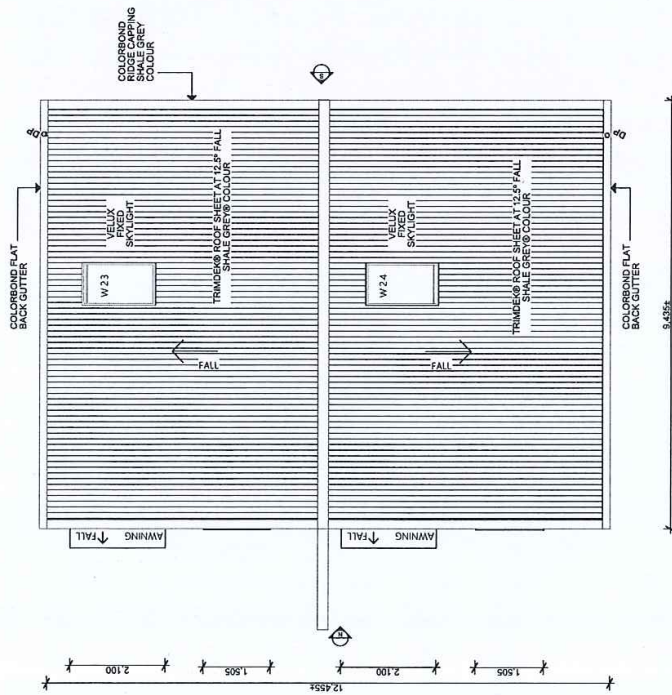
WAHROONGA

PROJECT: WAHROONGA MIDDLE ST LAUNCESTON TAS 7260
CLIENT: ANNE & GRAHAME VAUGHAN
CONTACT: laura@wilkindesign.com.au

DATE: 23/05/2023
SCALE: As shown @ A3
1:100

DRAWING TITLE: PROPOSED UNIT 2 + 3 FLOOR PLANS
DA06

NORTH



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(NOT FOR CONSTRUCTION)

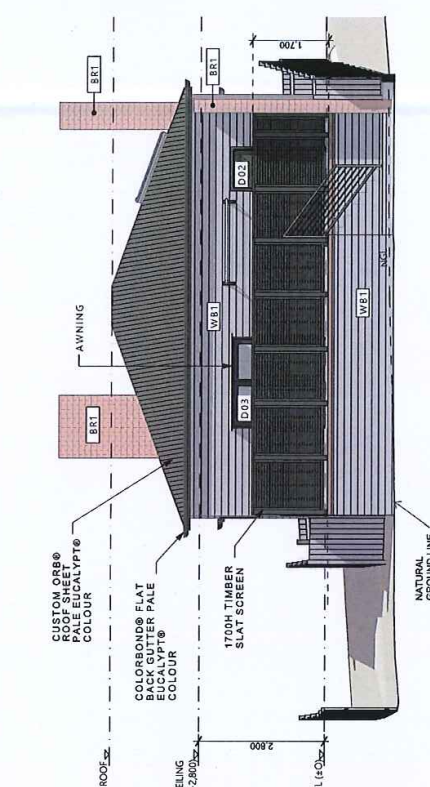
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Development Solutions

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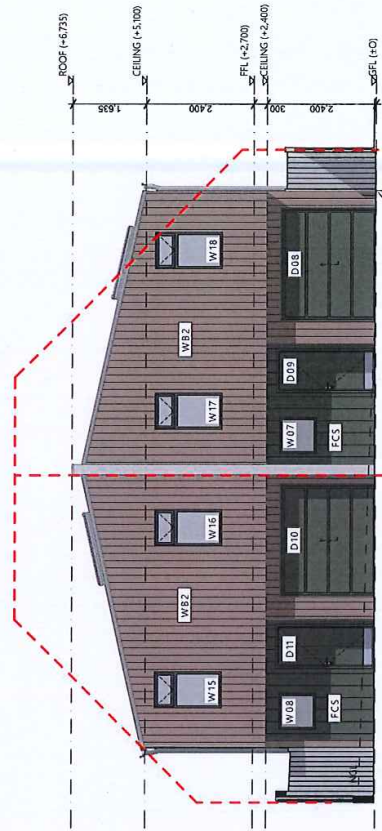
PROJECT	WAHROONGA MIDDLE ST LAUNCESTON TAS 7250	DATE	23/05/2023	SCALE	As shown @ A3 1:100	DRAWING TITLE	PROPOSED ROOF PLAN
CLIENT	ANNE & GRAHAME VAUGHAN	CONTACT	laura@wilkindesign.com.au				DRAWING DA07

MATERIALS

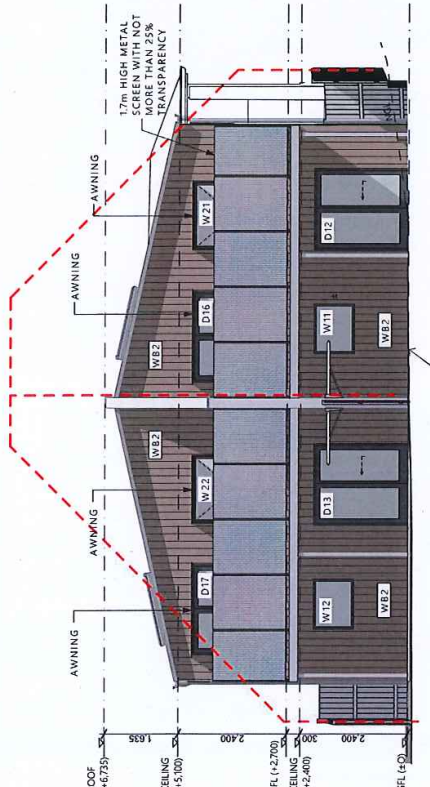
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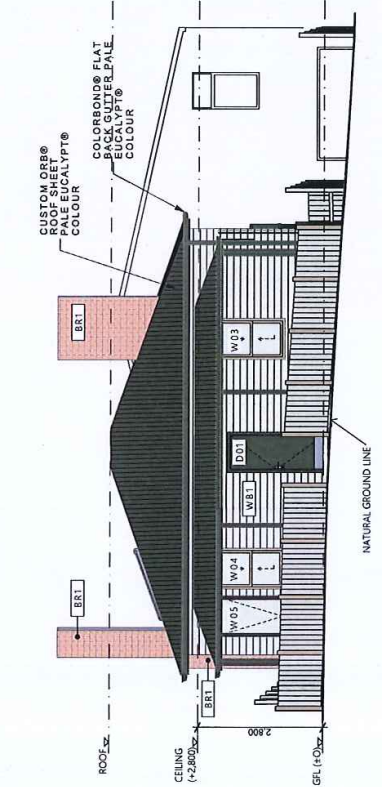
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1:100



SOUTH ELEVATION (UNIT 2 + 3)
1:100



NORTH ELEVATION (UNIT 2 + 3)
1:100



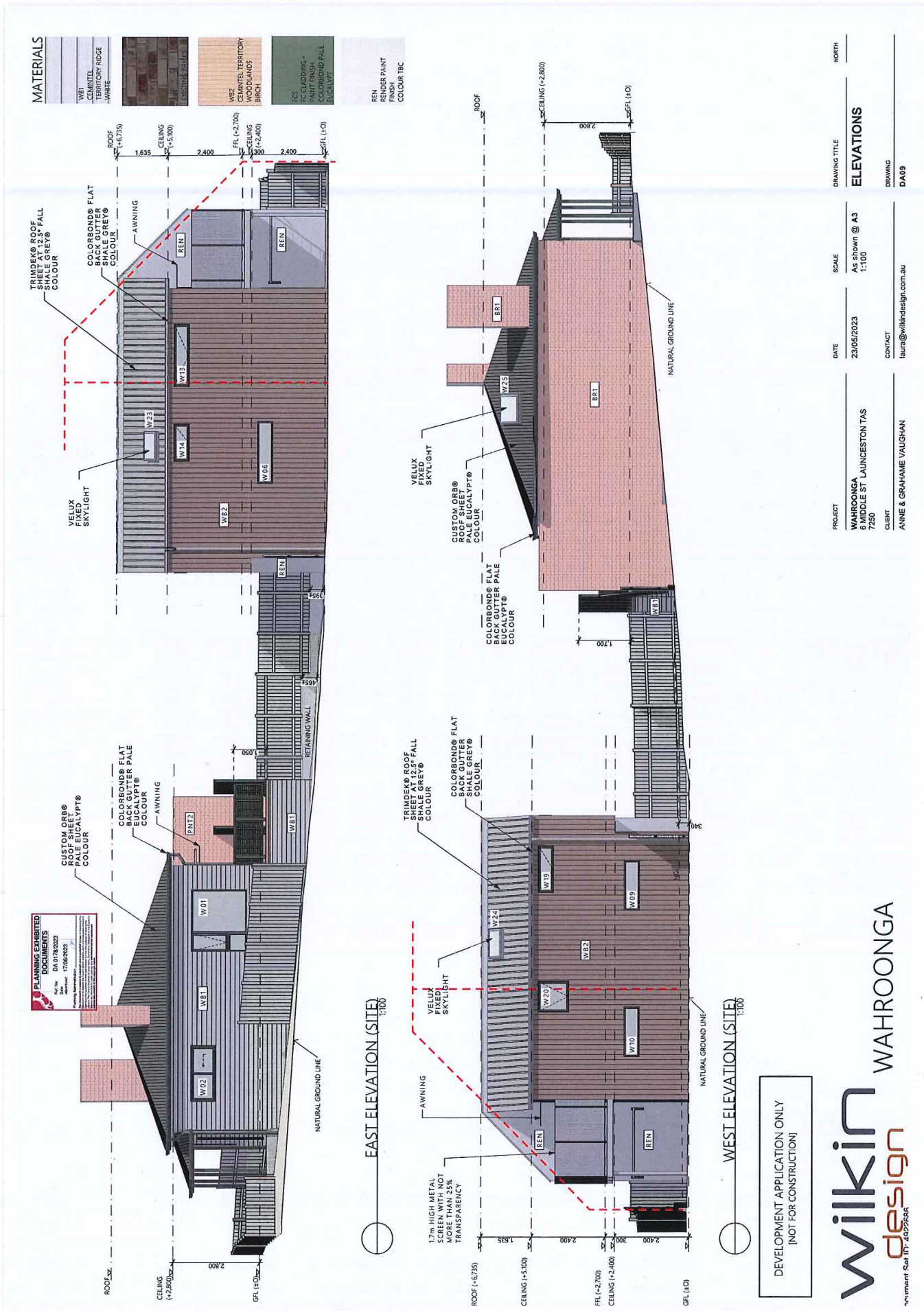
SOUTH ELEVATION (UNIT 1)
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PROJECT	WAHROONGA 6 MIDDLE ST. LAUNCESTON TAS 7250	DATE	23/05/2023	SCALE	As shown @ A3 1:100	DRAWING TITLE	ELEVATIONS	NORTH
CLIENT	ANNE & GRAHAME VAUGHAN	CONTRACT	laura@wikindesign.com.au	DRAWING	DA08			

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Environment Set | 13 80222888

WAHROONGA



PLANNING EXHIBITED DOCUMENTS
Approved for the City of Launceston
Date: 17/09/2023
Project Reference: 23/017

Shadow Study 21 June at 09:00h
Shadow Study 21 June at 12:00h
Shadow Study 21 June at 15:00h
Shadow Study 21 Dec at 09:00h
Shadow Study 21 Dec at 12:00h
Shadow Study 21 Dec at 15:00h

PROJECT: WAHROONGA MIDDLE ST LAUNCESTON TAS 7250
CLIENT: ANNE & GRAHAME VAUGHAN
DATE: 23/05/2023
SCALE: As shown @ A3
CONTACT: laura@wilkindesign.com.au
DRAWING TITLE: SHADOW DIAGRAMS
DRAWING: DA10

WILKIN design
Environment. Soar. It's 44029166
WAHROONGA



PLANNING EXHIBITED DOCUMENTS
 Ref No: DA 017-2023
 Date: 17/06/2023
 Planning Information: [Small text]

PROJECT: WAHROONGA MIDDLE ST LAUNCESTON TAS 7250
 CLIENT: ANNE & GRAHAME VAUGHAN
 CONTRACT: laura@wilkindesign.com.au

DATE: 23/05/2023
 SCALE: As shown @ A3 1:166.67
 DRAWING TITLE: 3D VIEWS
 NORTH: [Arrow pointing right]

DRAWING: DA11

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 Environmentally Sound. ITV 45029266

WAHROONGA

10. ANNOUNCEMENTS BY THE MAYOR

10.1. Mayor's Announcements

FILE NO: SF2375

Saturday 15 July 2023

- Officiated at the Launceston Competitions Dance Section, Princess Theatre

Sunday 16 July 2023

- Attended World Street Eats, Civic Square

Monday 17 July 2023

- Attended the opening of the *muylatina* Child and Family Learning Centre, Mayfield
- Hosted a Civic Function to welcome participants of the Miss Teen Australia National Titles and World Supermodel Production

Tuesday 18 July 2023

- Officiated at the Miss Teen Australia and Supermodel Production, Princess Theatre

Thursday 20 July 2023

- Attended *Interloper* by Rooke, Princess Theatre

Tuesday 25 July 2023

- Attended the National Seniors Australia Luncheon *Christmas in July*, Mowbray

Wednesday 26 July 2023

- Attended official opening of The Ark and Community Centre at 9 Killafaddy Road
-

11. COUNCILLORS' REPORTS

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

12. QUESTIONS BY COUNCILLORS

12.1. Councillors' Questions on Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 30

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

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

12.2. Councillors' Questions Without Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 29

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

13. COMMITTEE REPORTS

13.1. Homelessness Advisory Committee - 30 May 2023

FILE NO: SF7447

AUTHOR: Nindarra Wheatley (Community Development Officer Inclusion)

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

DECISION STATEMENT:

To receive a report from the City of Launceston Homelessness Advisory Committee.

RECOMMENDATION:

That Council receives the report from the City of Launceston Homelessness Advisory Committee meeting held on 30 May 2023.

REPORT:

The Meeting was well attended with strong representation from neighbouring councils and Committee members.

The reconvening of a version of the Homelessness Response Group has now been formed. The now named Northern Community Action Group is meeting fortnightly to assist with on the ground support for those sleeping rough. This group has been created to support a more frequent connection of stakeholders between Homelessness Advisory Committee meetings, and the need for a more agile and cohesive response to day-to-day issues as they arise.

Key discussion items and actions from the Homelessness Advisory Committee Meeting included:

- The Council has actively worked with Green Bean on identifying alternative locations for food provision. It was advised that the Council had offered the basement of Macquarie House, however, the space was not suitable. Discussions were had on other potential uses for the space that could provide assistance.
 - The lighting of Town Hall is booked for Homelessness Week, 7 - 11 August 2023, to promote awareness. The Committee agreed to a more cohesive collective approach to homelessness week and more broadly the development of educational materials
 - Reach out assistance information cards to be updated. The Committee advised that printed collateral was useful, deciding that an initial 1,000 unit print run would be appropriate. The Council will also provide an electronic version for distribution.
 - The Committee continues to investigate a suitable platform for sharing data of people sleeping rough in our community that maintains confidentiality.
-

- Service providers in attendance reported the current issues are broader than homelessness, with food insecurity also a significant issue that one-quarter of Tasmanians are dealing with. There has been an increase in urgent responses required with people being evicted or people needing to pay rental advances. Services are not able to see everyone when they need it and there are now more people that are unable to access services compared to six months ago.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

14. INFRASTRUCTURE AND ASSETS NETWORK

14.1. Proposed New Street Name - Norah and Fountaindale Streets, St Leonards

FILE NO: DA0058/2014/SF0621

AUTHOR: Jaclyn Galea (Infrastructure Development Officer)

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

DECISION STATEMENT:

To consider approval of the name Norah Street and Fountaindale Street for new residential streets resulting from a subdivision located at 47 Abels Hill Road, St Leonards.

RELEVANT LEGISLATION:

Local Government (Highways) Act 1982
Survey Co-ordination Act 1944

RECOMMENDATION:

That Council, pursuant to the provisions of section 54 of the *Local Government (Highways) Act 1982* and section 20E of the *Survey Co-ordination Act 1944*, approves the names Norah and Fountaindale Streets, St Leonards in the subdivision known at 47 Abels Hill Road, also known as the Regent Street subdivision:



REPORT:

The proposed names, Norah and Fountaindale Streets have been provided by the developer.

The justification provided for the proposed names is that the names Norah and Fountaindale are streets that the developer lived on throughout his childhood.

There are no instances of the name Norah or Fountaindale being used in Tasmania for any streets or roads recorded in the State-wide database administered by the State Government.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

3. To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

14.2. Strategic Asset Management Plan

FILE NO: SF6945

AUTHOR: Adrian Tanner (Senior Asset Management Advisor)

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

DECISION STATEMENT:

To consider endorsing a review and update of Council's Strategic Asset Management Plan.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government (Content of Plans and Strategies) Order 2014

PREVIOUS COUNCIL CONSIDERATION:

Council - 11 July 2019 - Agenda item 19.3 - Strategic Asset Management Plan 2019-2039

Workshop - 13 April 2023 - Draft Strategic Asset Management Plan (SAMP)

RECOMMENDATION:

That Council endorses the Strategic Asset Management Plan 2023 (ECM Doc Set ID 4922205).

REPORT:

Background

The City of Launceston is a significant asset owner in Tasmania and manages over \$2b in assets which it uses to deliver services to the community. To deliver these services efficiently and effectively means the City of Launceston needs to be active in managing its assets.

In managing its assets to deliver services, the following three key principles are utilised:

1. Assets are acquired to provide a service - the City of Launceston is not interested in owning assets for the sake of it, as assets are expensive and come with significant liabilities. Rather, it wants to deliver benefits to the community and to do this, assets are required.
 2. Assets must be managed across their life cycle - assets cost money to acquire, operate, maintain, renew and they come with risks. These costs and risks can occur long after an asset is acquired but their quantum can often be locked in during decisions early in their lifecycle.
-

3. Asset decisions should integrate with corporate plans - managing assets does not happen in isolation of other activities of the Council. To maximise efficiency and effectiveness, it is important to integrate asset management with other corporate processes.

These three principles are implemented through the Council's asset management processes and procedures.

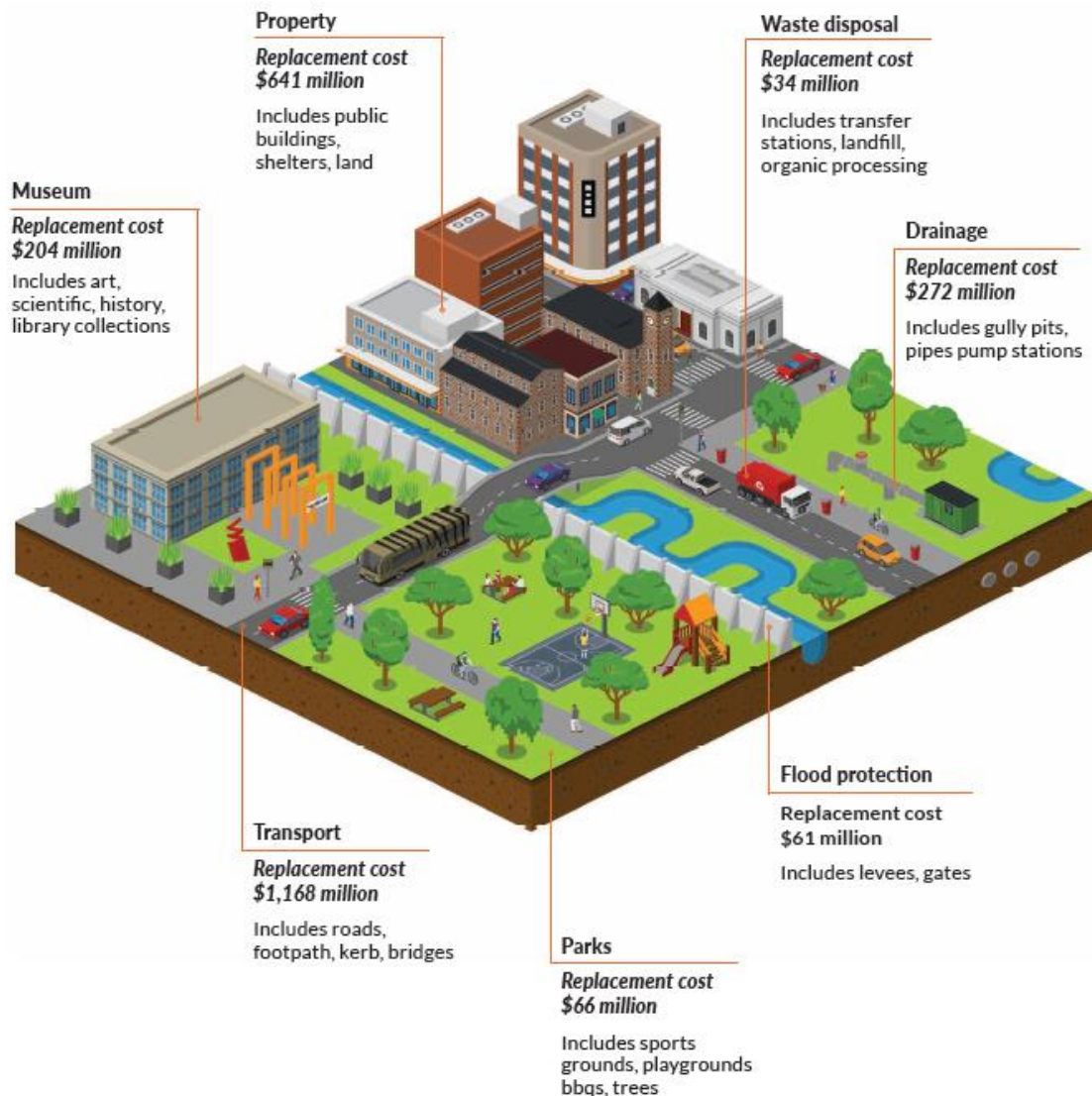


Figure 1 Significant assets owned by the Council

First steps were made to implementing asset management in the 1980s with a focus on developing Asset Registers and in the 2000s the Council produced its first Asset Management Plan. Later in 2019, Council adopted a Strategic Asset Management Plan (SAMP) which has been reviewed and is now updated with this document.

Throughout the growth of the Council's asset management capabilities, it has utilised industry developed templates, however, more recently, felt that its understanding of asset management has matured enough to develop a Launceston approach.

This version of the SAMP is the outcome of taking that *Launceston approach*, but it does not exist in isolation. Rather, it forms a key part of the Council's corporate planning process and links to its Corporate Strategic Plan, Long Term Financial Plan, Four Year Plan, Annual Plan and Budget.

The Corporate Strategic Plan defines the strategic priorities of the organisation and in the SAMP these priorities are translated into four asset management objectives.

1. Liveable Communities - Our actions and decisions have a positive influence on the needs, wellbeing and resilience of our communities.
2. Fit for Purpose - Our assets are built and maintained to meet agreed level of service expectations, our legislative requirements, current and future needs whilst being financially responsible.
3. Environmental Sustainability - Assets are planned, delivered and managed to be adaptive, minimise our environmental impact, and responsibly meet needs of current and future generations.
4. Continuous Improvement - The Council is committed to continuous improvement of our asset management practice using the best technology and data to improve decision making.

The Council will implement these objectives through its asset management processes and procedures.

To achieve asset management objectives and deliver services, the SAMP highlights the operational and capital expenditure for the next 20 years and this is summarised below:

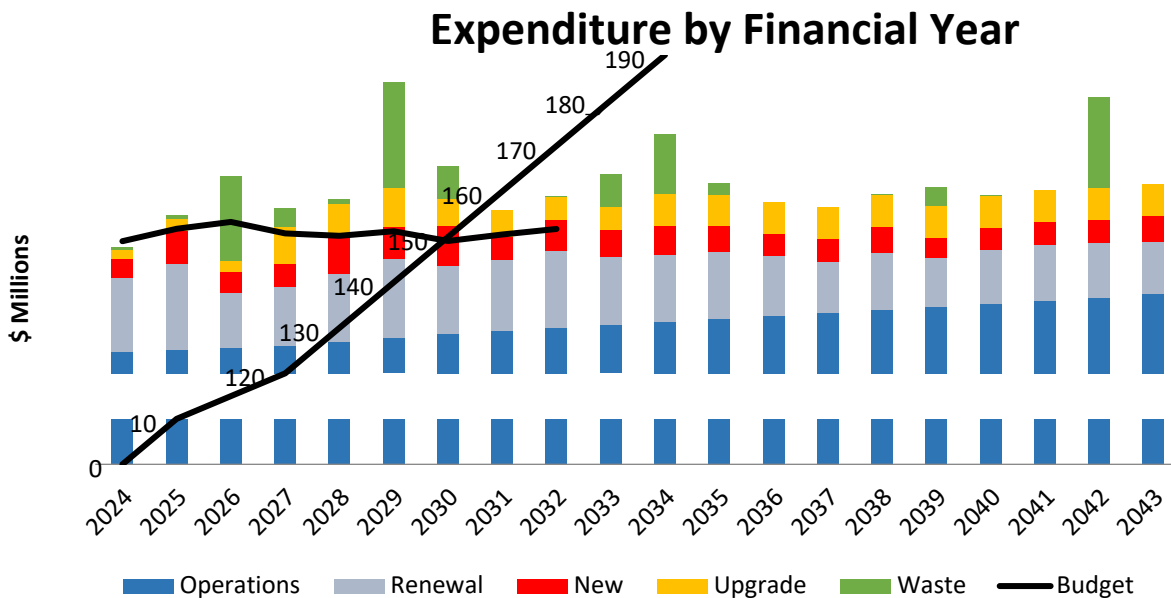


Figure 2 Forecast of operational and capital costs over a 20 year period. The increase in operational costs is due to the increase in operational, maintenance and depreciation cost from constructing new assets or upgrading existing assets. There are some significant variations from year to year and primarily this is associated with construction of landfill assets. Only 9 years of information regarding the budget is available as the planning horizon for the LTFP is 10 years and the last update started in FY2023. All costs are real values and have not been adjusted for CPI.

Looking at Figure 2, the Council faces some significant challenges in matching asset expenditure to revenue projections. Importantly, the organisation has sufficient revenue to fund operations and asset renewal which implies can maintain its current service levels. This issue is something that will be considered in future updates of the Long-Term Financial Plan.

Over the next 20 years the Council is expected to spend, on average, around \$30m per year on capital works and will contribute an average of \$24m per year. The balance of the funds will come from State/Federal Government grants and developer contributions.

A notable component of the capital expenditure is for new and upgraded assets that over the next 20 years, will increase operating costs by an estimated \$12m per year. This corresponds to an 18% increase in rates and is above any increase due to inflation, etc.

Since the 2019 version of the SAMP was written, the Council has experienced difficulties in completing capital works due to the limited availability of contractors and difficulties recruiting employees. Also, the Council has seen significant increases in the cost to construct landfill facilities. These issues are apparent when comparing the capital forecast in the 2019 SAMP with the current version.

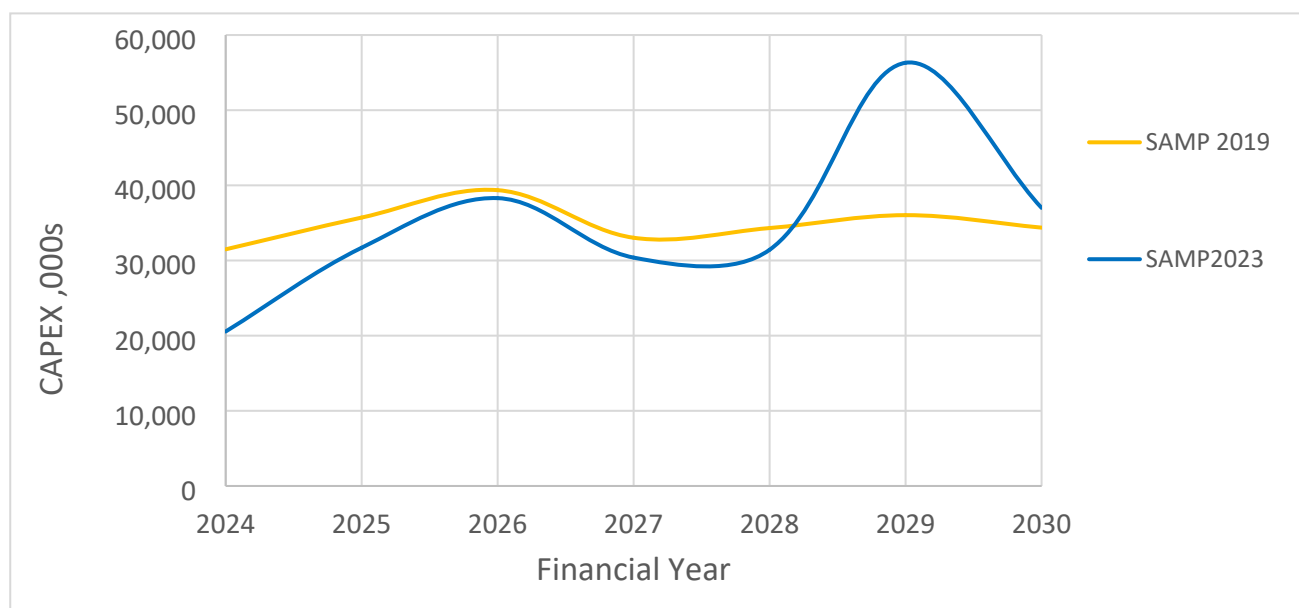


Figure 3 Comparison of capital expenditure between the 2019 SAMP and the current version. The lower than planned expenditure in 2024 is because of difficulties in sourcing contractors and employees whilst the higher expenditure in 2029 is due to the increased estimates of undertaking works at the landfill.

Constructing new assets or upgrading existing assets will increase operating costs and in the last few years the Council has focused strongly on preferring asset renewal rather than creating new assets.

A comparison between the operational cost increases from capital projects listed in the 2019 SAMP and the current SAMP are shown in the following figure:

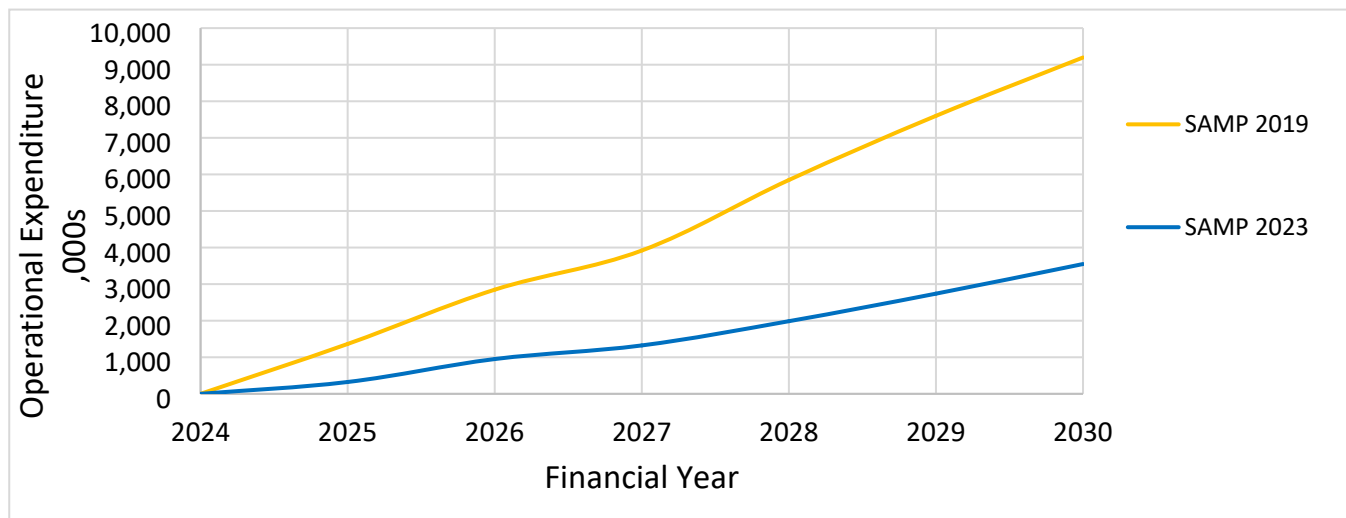


Figure 4 Comparison of change in operational expenditure between the 2019 SAMP and the current version. The change in expenditure is associated with increased operating costs from constructing new assets or upgrading existing assets. The decrease in expenditure from the 2019 SAMP to this version is due to a stronger focus on renewing assets rather than constructing new ones.

It is intended that the SAMP will be reviewed annually to ensure that it remains up to date.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Implementation of the Council's SAMP in line with the proposed principles will ensure the community's resources are allocated efficiently and effectively.

The SAMP includes objectives to ensure we move to an environmentally sustainable footing.

The SAMP includes an objective where the community is engaged in developing levels of service.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

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

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
5. To maintain a financially sustainable organisation.

BUDGET AND FINANCIAL IMPLICATIONS:

Capital and operational programs will be prepared in conjunction with the Council's Strategic Asset Management Plan and Long-Term Financial Plan to ensure that the Council maintains its standards of service and programs are financially sustainable.

DISCLOSURE OF INTERESTS:

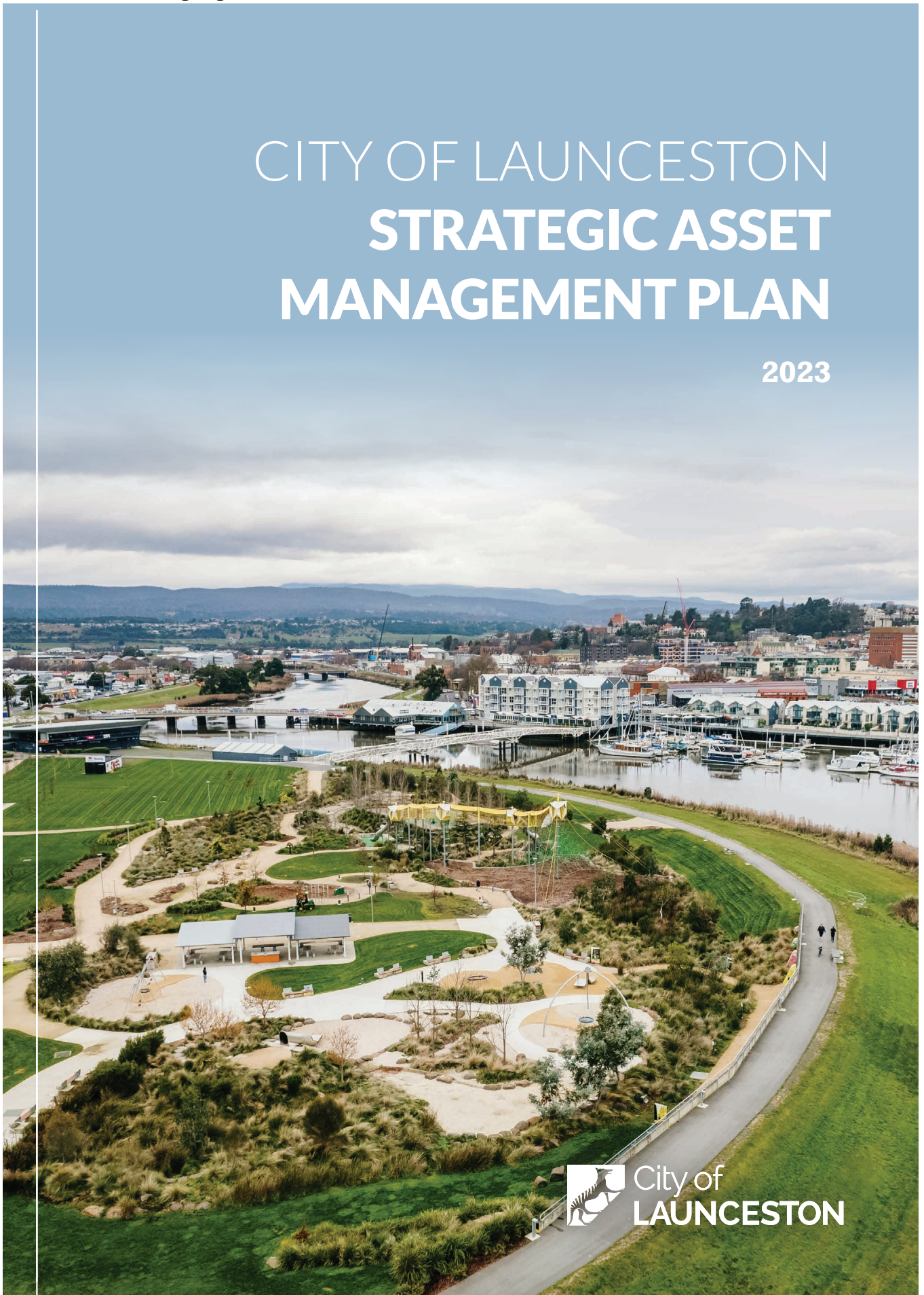
The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

1. City of Launceston Strategic Asset Management Report [14.2.1 - 52 pages]

CITY OF LAUNCESTON STRATEGIC ASSET MANAGEMENT PLAN

2023



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CITY OF LAUNCESTON
**STRATEGIC ASSET
MANAGEMENT PLAN**

2023



Executive Summary

The City of Launceston is a significant asset owner in Tasmania and manages approximately \$2.5 billion in assets. These assets are used to deliver key services to the local and regional community like; waste disposal, transport, a world-class museum, drainage, recreation, flood protection and a cemetery. To deliver these services effectively and efficiently requires sound asset management.

Council made the first steps to implementing asset management in the 1980s with a focus on developing Asset Registers and in the 2000s Council produced its first Asset Management Plan. Later in 2019, Council adopted its first Strategic Asset Management Plan which has been reviewed and is now updated with this document. Throughout the growth of our asset management capabilities Council has used industry-developed templates but more recently, Council felt that its understanding of asset management has matured enough to develop a 'Launceston' approach.

This version of the Strategic Asset Management Plan is the outcome of taking that "Launceston approach" but it doesn't exist in isolation. Rather, it forms a key part of Council's corporate planning process and links to our Corporate Strategic Plan, Long Term Financial Plan, Four Year Plan, Annual Plan and Budget.

In managing assets, Council takes into account the needs of stakeholders who include residents, businesses and property owners but as a regional

city we also cater for the needs of those who live outside of our boundaries. This places added pressure on our resources as Council often subsidises the use of our services by people who don't financially contribute to their cost. In the literature this is known as the spill-over effect.

The existence of the spill-over effect means it is even more important that we focus on making sure that resources are applied effectively. The biggest driver for increases or decreases in future operational expenses is the capital we expend on renewing assets and, particularly, creating new ones. Once an asset has been constructed a majority of its future operational costs are locked in. To ensure capital expenditure is allocated wisely, Council is developing new techniques to ensure that the allocation of capital resources is the best way of providing services to stakeholders.

We own assets to deliver benefits to the community, so to ensure we are delivering what the community wants we have embarked on a project to define our service levels and we will engage with the community to ensure we are providing the right services. An outcome of this work will be that we hold the right assets to satisfy community expectations and do it in such a way that it is financially sustainable.



Introduction

The intent of this Strategic Asset Management Plan (SAMP) is to translate the priorities contained in Council's Corporate Strategic Plan (CSP) to a set of asset management objectives. We will implement these objectives through our asset management system and we have provided an estimate of the cost to provide services to the community.

In the remainder of this section we will discuss asset management, describe Council's assets and discuss our asset management approach.

What is Asset Management?

In a nutshell, the goal of asset management is to manage assets to deliver benefits that the community wants. At City of Launceston we apply three core principles to achieve this goal:

1. Assets are acquired to provide a service - Council isn't interested in owning assets for the sake of it as assets are expensive and come with significant liabilities. Rather we want to deliver benefits to our community and to do this we need assets. Though we see asset management as focussing on delivering services, we also recognise that the cost and quality of the service is dependent upon the cost and quality of our assets.
2. Assets have to be managed across their life cycle - Assets cost money to acquire, operate, maintain, renew and they come with risks. These costs and risks can occur long after an asset is acquired but their quantum can often be locked in during decisions early in their life cycle.
3. Asset decisions should integrate with corporate plans - Managing assets does not happen in isolation of other Council activities and if we are to maximise efficiency and effectiveness then we need to integrate asset management with other corporate processes. At the City of Launceston we have an Integrated Corporate Planning Process and this is shown in Figure 4.

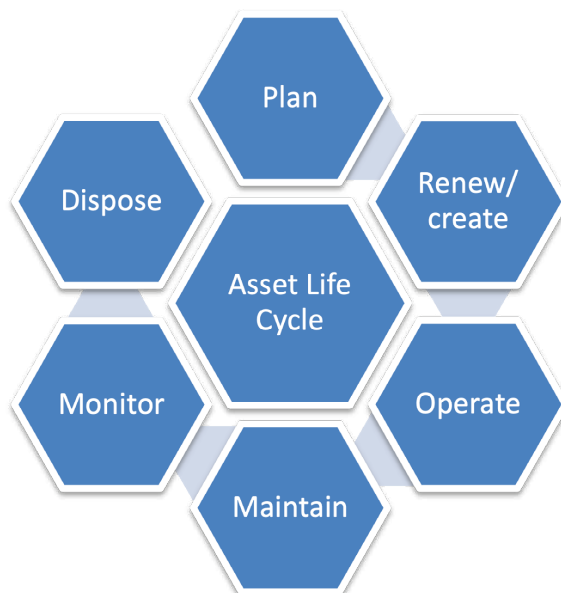


Figure 1. A typical asset life cycle. Decisions made in one stage of the life cycle affect costs and quality of services in later stages.

Our Assets

In line with our ambition to deliver services the City of Launceston manages assets with a combined value exceeding \$2.5 billion. These assets are owned to provide a service so in the following we discuss the services we offer and the types of assets that we use to deliver those services. Figure 2 also shows the range of assets we own and their value.

Parks

We own park assets to enable liveability, amenity and environmental sustainability for our community. Assets we use to deliver this service are sporting grounds, courts, car parks, roads, bridges, paths, lighting, fencing, playgrounds, skate parks, BBQs, trees etc.

Buildings

We provide a range of building assets that are, safe, accessible and support our people and community to achieve their goals. The building portfolio includes buildings, building services and plant.

Waste

We own waste assets to ensure the environmental, sustainable and safe management and disposal of the community's waste. Assets used to provide this service are: a regional waste transfer station, two local waste transfer stations, an organics processing facility and a landfill.

Transport

We own transport assets to ensure that our community will have access to diverse transport choices to connect them to our places. Transport assets are roads, paths, kerbs, bridges, lights, guard rails and culverts

Flood

We own flood protection assets that are managed to ensure that our community will be protected during floods and to provide recreation options at other times. To protect the community we have concrete and earth levees, flood gates and outfalls.

QVMAG

We own a Museum and Art Gallery to provide our stakeholders with a world-class cultural facility. Within our facility we care for art, scientific and historical objects, as well as managing plant and display equipment.

Drainage

We own drainage assets to minimise the impacts of urban flooding and reduce the impact of stormwater on the natural environment. Drainage assets are pipes, manholes, detention basins, water courses and pump stations.



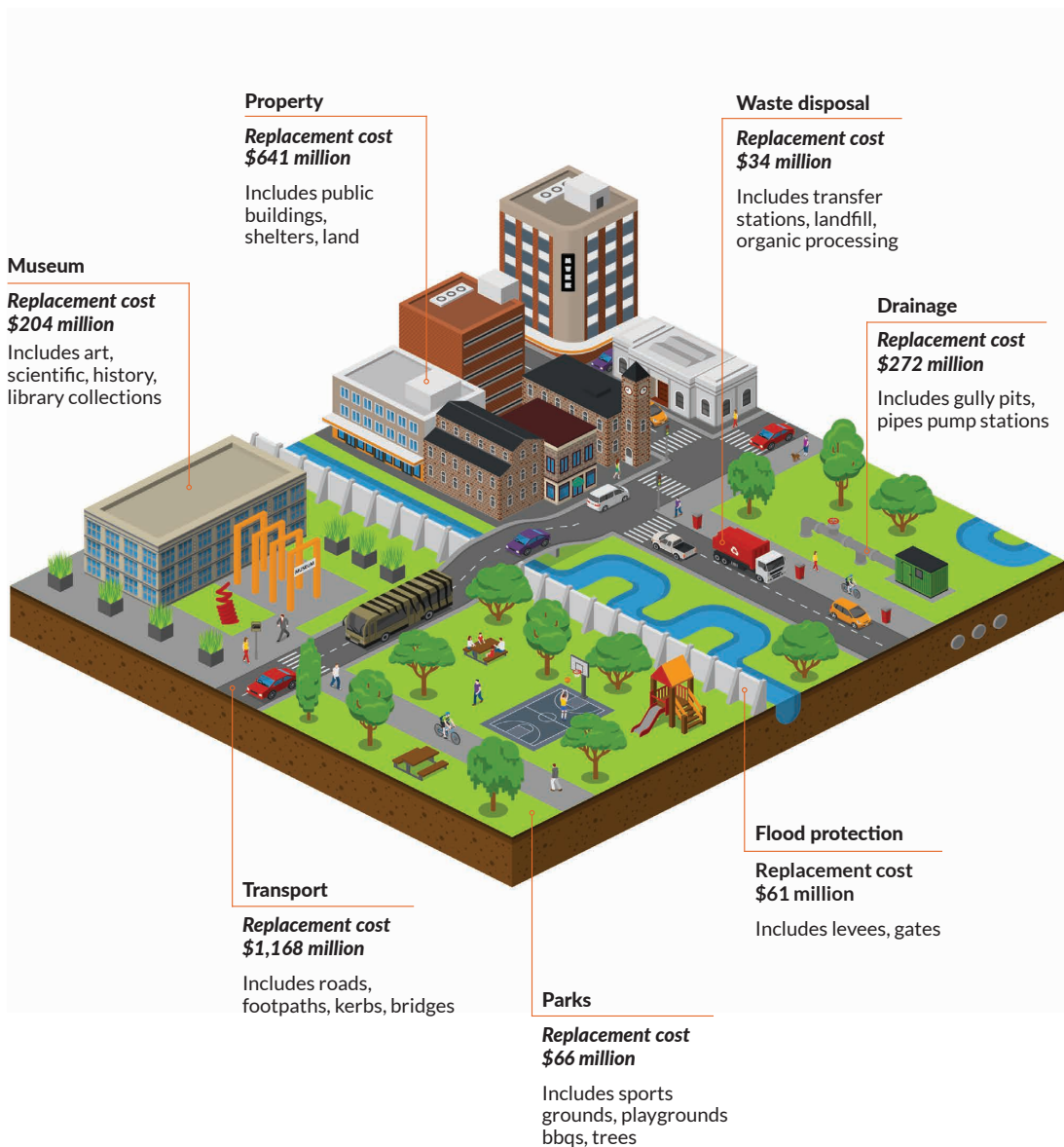


Figure 2 Representation of the significant assets managed by City of Launceston.

Age Profile

The age profile of Council's assets are shown in the following graph.

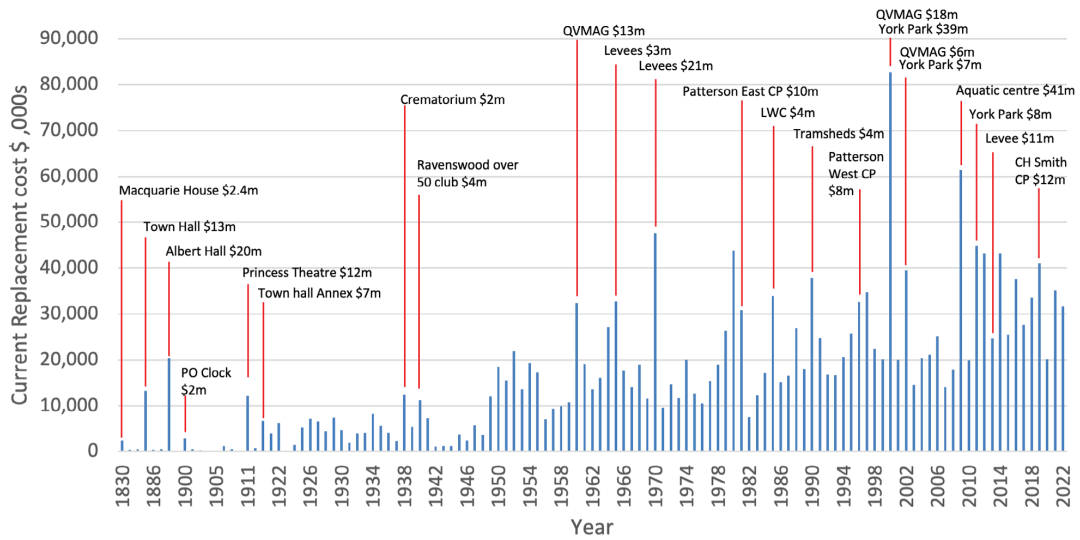


Figure 3 Graph showing the date assets were created and their replacement cost. Notable assets are highlighted to show when they were constructed or acquired. The museum collection, manholes, gully pits, culverts and land under roads are not included in the above chart. These assets are recorded in our asset management system as grouped assets which means they can have the same acquisition date rather than showing the date they were actually acquired. Similarly, land has been excluded. The total value of assets not shown in the graph is \$560m.



Our Asset Management Approach

At the City of Launceston we are confident in our asset management maturity and we have moved away from bureaucratic “one-size-fits-all” approaches to implementing asset management. Instead we are developing an asset management system that is simpler and focuses on “what is important”. With our approach, we involve our teams in developing and implementing asset plans which increases their ownership of outcomes. Our asset management system includes:

- An Asset Management Policy, which is approved by Council and sets the broad direction for our asset management system.
 - Asset Management Governance Framework that describes the roles and responsibilities of those involved in asset management within Council. Importantly, the framework establishes a steering committee which provide guidance on the implementation of our asset management system.
 - Strategic Asset Management Plan, which is approved by Council and defines the high level objectives, performance measures, budget requirements and risks associated with our assets.
 - Service-level planning, to identify the service levels delivered by Council and engaging with the community to ensure those services meet their needs.
 - Asset management plans - which are asset-class specific and define the principal service levels, performance measures, risks and resource requirements for that class of assets.
- Business cases for new and upgrade projects which are specific to a particular asset and define project scope, justification for the asset, alignment with strategic documents, performance measures, options, risks and resource requirements.
 - Performance report which provides a summary report of our actual performance against the performance measures and other goals contained within the SAMP and asset management plan.
 - Support systems, there are a variety of systems that Council uses to support our asset management system. Examples are;
 - Asset information system to plan and schedule resources, financial reporting and recording of work history.
 - HR systems to ensure our staff are suitably qualified and skilled.
 - Risk management policies and procedures to guide the management of risks.

In the remainder of this SAMP, we discuss Council's corporate planning framework, the strategic priorities contained within the Corporate Strategic Plan, our operating environment, define a set of asset management objectives, discuss the costs to provide assets and finally, we discuss our progress in implementing an asset management system.



Our Corporate Planning Framework

Earlier we discussed that we own assets to provide a service and we clearly own a large number of assets to do this. In this section we discuss the planning framework that we use to plan for services and manage assets.

The City of Launceston has a strong integrated planning framework that aligns strategies and goals to our community's long-term regional vision. Our framework allows for holistic planning that is

guided by our stakeholders. It helps us develop our people and resources to meet community needs. Additionally, the monitoring and reporting of our performance helps us to understand the outcomes we are achieving and provides us with the information we need to adapt and respond to our changing operating environment. Our cycle of strategic and operational planning, doing, monitoring and reviewing is represented in Figure 4.

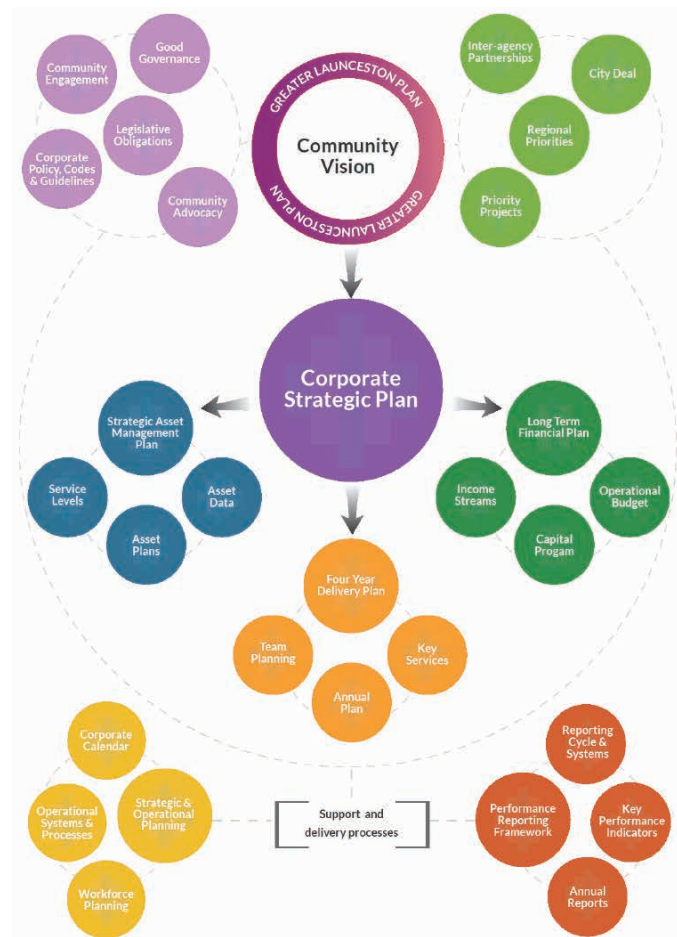


Figure 4 Council's Corporate Planning Framework.

The Corporate Strategic Plan sets our focus on the delivery of outcomes and significant projects that advocate for, and influence, the quality of life for residents in the medium to long term. To achieve the goals in the Strategic Plan and provide services to our community, the Strategic Asset Management Plan (SAMP) identifies the assets we need to acquire, maintain, operate, renew and dispose of. In turn the Long Term Financial Plan (LTFP) describes the financial resources we require to achieve the strategic plan priorities, SAMP and to be financially sustainable.

Corporate Strategic Plan

In 2019 City of Launceston Council approved a review of its Corporate Strategic Plan (CSP), the purpose of this plan was described as:

“This CSP will help to reset focus on our delivery of outcomes and significant projects that advocate for, and influence, the quality of life of residents in the medium to long term”

Within the CSP there are seven strategic priorities which are our overarching goals for asset management, these priorities are;

Strategic Priority 1: We connect with our community and our region through meaningful engagement, cooperation and representation.

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

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

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

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

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

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

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

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

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

Strategic Priority 6: We protect our environment by caring for our unique natural assets and amenity, and sensitively managing future development opportunities.

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

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

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

Our Operating Environment

To implement the strategic priorities in our Corporate Strategic Plan we need to translate them into asset management objectives. Later we can achieve the objectives through our asset management system. Before we can do this, we need to understand our operating environment as this places constraints on what we can achieve.

In the following table we provide an overview of our operating environment by reviewing the political, economic, social and technological factors that affect us. Later we discuss climate change as a separate issue as this is so significant to our future operations.

Element	Factor	Impact
Political	Spill-over effect where the benefits of public expenditure at the City of Launceston spill over to users in adjoining and nearby council areas.	The City of Launceston funds (and carries the risk) for regional facilities QVMAG, Launceston Waste Centre etc. whilst residents from other Councils use those facilities without paying their full share.
	Local government is a product of state government legislation and expectations of local government have increased in recent years.	Need for increased resources and/ or assets in response to government decisions.
	Government grants, without the City of Launceston involvement, to community groups e.g. election promises.	Ongoing responsibility for any assets created e.g. maintenance. Assets may not be consistent with long-term strategies.
	Taswater upgrades of combined drainage system.	Decisions to replace or upgrade the combined system are a matter for TasWater but the City of Launceston is required to fund the work and ongoing maintenance. The Tamar Estuary River Health Action Plan (TERHAP) project will significantly increase our costs in the longer term.
	City of Launceston may be consulted on changes to legislation but the final decision rests with State or Federal governments. An example of a recent change that affected Council is changes to the waste levy from \$7.50 to \$60 per tonne.	To reduce the overall cost to Council of changes to the waste levy we have/ are constructing new assets such as FOGO processing and facilities to sort construction and demolition waste. This will reduce the amount of waste attracting the new charge. The cost of new assets and associated maintenance costs need to be recovered by Council through user charges or rates.
	Government of last resort.	The community expect governments to address their problems and it can fall to Council to deal with the issue when no other government takes responsibility. Council is then expected to fund assets and their ongoing costs.

Element	Factor	Impact
Economic	Increase in infrastructure spending across Australia and Tasmania. Infrastructure Australia ¹ projected 33% annual growth in spending whereas industry only has a high confidence in delivering growth of 10-15%.	<p>Demand for contractors has increased without any significant change in supply. It is difficult to source contractors to complete works and we are seeing increased costs.</p> <p>Some asset valuations are based on contractor rates, so we expect an increase in those valuations. This will increase depreciation charges which will impact on future budgets.</p>
	Low levels of unemployment (3.4% ²) across Australia and Tasmania.	<p>Demand for employees, particularly engineering and civil construction is high. Council has trouble filling vacancies which limits our ability to undertake works. Similarly, contractors/ consultants are unable to fill vacancies which limits their ability to undertake work for us.</p> <p>The combination of high demand for contractors and employees is limiting our ability to deliver projects and services. If the situation persists then it will impact on our ability to deliver day-to-day services to the community. As an example, the cost to construct new landfill cells has increased 4 fold since 2015.</p>
	High levels of inflation (6.5% ³) within Tasmania.	<p>Some asset valuations are based on contractor rates which include price escalation clauses based on inflation. We expect an increase in those valuations. This will increase depreciation charges which will impact on future budgets.</p>

¹ Infrastructure Australia, Infrastructure Market Capacity, 2021

² Australian Bureau of Statistics, Labour Force Australia, July 2022

³ Australian Bureau of Statistics, Consumer Price Index Australia, June 2022

Element	Factor	Impact
Social	Changing attitude to exercise with increased demand for gym facilities, sport and recreational facilities. This was most notable during COVID19 restrictions.	Increased demand on assets, pressure to build new assets and higher maintenance costs. Though there are increased costs the purpose of these assets is to promote health and well-being.
	Population projections for Launceston LGA suggest that by 2041 the population will increase by about 11,000 from approximately 73,000 in 2022.	Population growth will increase demand for services and an ageing population may seek to change the types of services that Council provides. Increased demand for services may have unfortunate consequences for the wider community. For example, increased growth can lead to traffic congestion which may impact on the whole community. With the growth in population we can expect an increase in revenue to offset some or all of the increased costs.
	Community changing preference to more environmentally sustainable transport e.g. electric vehicles, bicycles, public transport, scooters etc.	Launceston's transport network was designed to suit motor vehicles and will need to be modified to accommodate new user type e.g. wider roads for cycle lanes. Increased bus movements will increase damage to road pavements. We expect this will lead to increased construction and maintenance costs. Council is encouraging this change through the provision of EV charging facilities and cycle ways etc.
	Customer service requests (CSRs) have been increasing for some time but there was a dramatic increase at the start of COVID19 lockdowns. See Figure 5.	Pressure on internal resources to investigate and address issues identified in CSRs which takes staff away from other tasks.
	Changing social expectations e.g. provide non binary facilities.	Facilities need to be retrofitted to existing buildings with higher construction costs, assets may be refurbished before their 'end of life'

Element	Factor	Impact
Technological	Technology is constantly changing and with the change there are opportunities to improve current services as well as increased expectations to provide new services.	<p>New technology can result in the community expecting new services e.g. public Wi-Fi, data analytic services.</p> <p>On the other hand new technology can provide opportunities to improve existing services, examples are;</p> <ul style="list-style-type: none"> • Building management systems can reduce energy consumption and associated costs. • Electric vehicles and solar panels provide an opportunity to reduce running costs and CO² emissions.

Table 1 The political, economic, social and technical factors that impact on our ability to manage assets so as to achieve Council's strategic priorities.



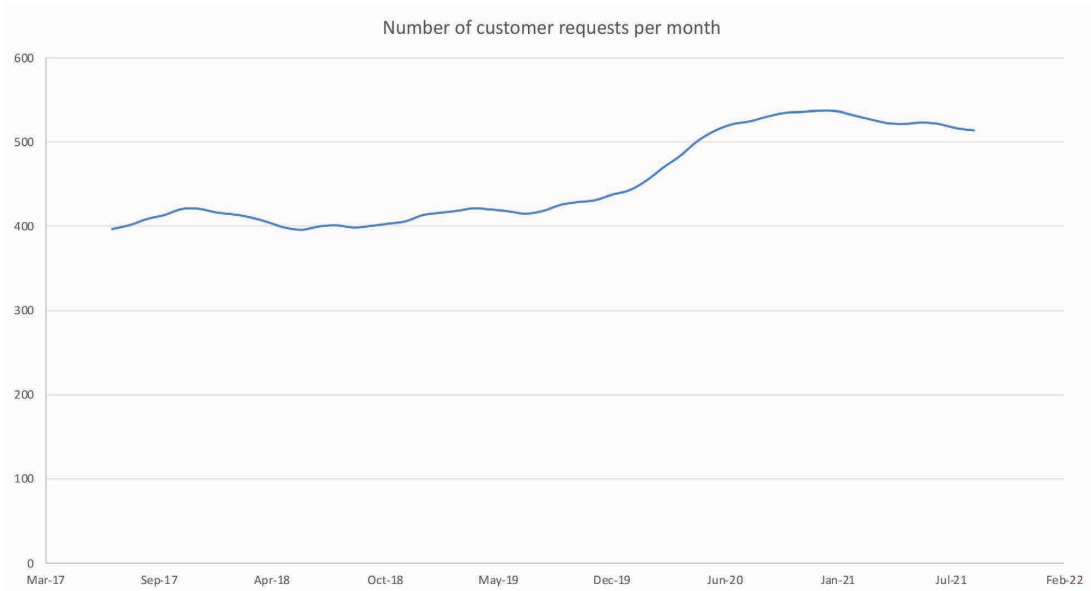


Figure 5 Long term trend (excluding seasonal and random fluctuations) in the number of customer requests received each month. Since the start of COVID we have seen a 25% increase in requests.

In Figure 6 we compare the number of CSRs received in 2019 with 2021 for the asset classes' roads, drainage, flood and parks. These assets account for most of the change in the number of CSRs seen in Figure 5.

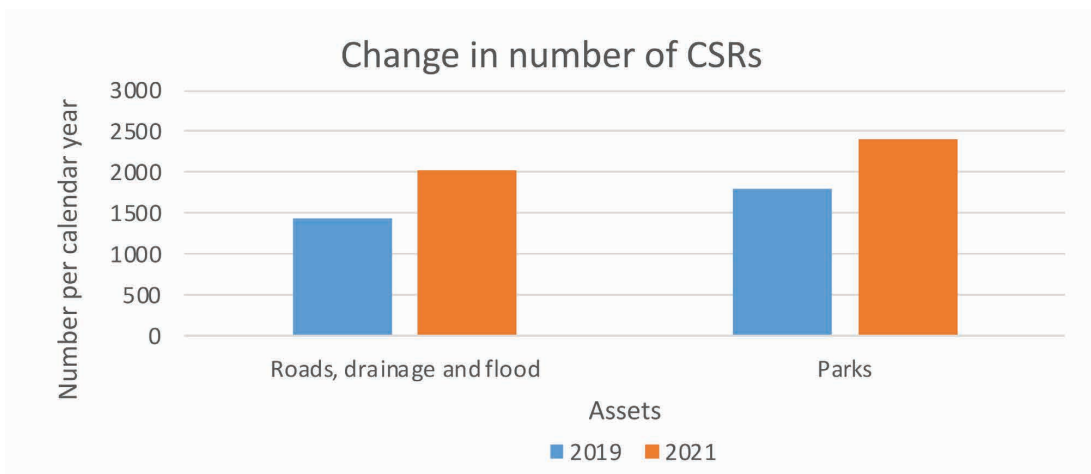


Figure 6 Change in the number of Customer Service Requests (CSRs) per year from 2019 to 2021. Other asset classes did not show a significant change in the number of CSRs

Climate Change

The largest environmental challenge we face is climate change. As an example, comparing 1990 values to 2060 projections for Launceston⁴ we expect the following changes:

Temperature

Average daily temperature increasing by 1.8°C

Evaporation

Increasing by 101mm per annum

Rainfall

Annual rainfall increasing by 121mm

Extreme rainfall event (24Hr 1%AEP) increasing by 19mm

Sea level rise

220mm increase for a 1% AEP event

Most of our assets were constructed on the basis that climate is not changing but this assumption has proven to be incorrect. Consequently, we can expect to see changes in our environment and increased costs to construct and manage infrastructure. Some of the impacts on our infrastructure that we expect from climate change are:

- Increased daily temperatures may reduce the life of road seals and to address this we can utilise new but more expensive materials.

- Reduced rainfall and increased evaporation can have significant impacts on biodiversity. Without irrigation or other measures, some vegetation (particularly European trees) may disappear from our landscape.
- An increase in the magnitude of extreme rainfall events may increase the likelihood of flooding due to exceeding the capacity of either the drainage system or the flood protection system. Furthermore, extreme weather events may increase the likelihood of asset damage from extreme wind or hail events.
- Sea level rise may impact on the Invermay water table which could result in local flooding. A possible control measure would be to install dewatering pumps which will have significant capital and operating costs.
- The increase in temperature and evaporation along with reduced rainfall will result in a drier environment and we expect to see an increase in the number of days with a high bushfire rating. The increase in bushfire risk could result in the loss of natural values and assets, within Council's reserves like Cataract Gorge. Should a bushfire occur then due to changed rainfall patterns it is unlikely that the existing native vegetation will regrow itself without some sort of intervention.

⁴ City of Launceston, Climate change information for decision making, Remenyi, Earl, Love, Rollins, Harris

Asset Management Objectives

The City of Launceston is focused on achieving the strategic priorities contained within the Corporate Strategic Plan (CSP) and our system of asset management is also directed towards achieving those priorities. As such, we have translated those strategic priorities to a set of objectives for our asset management system. In developing asset management objectives we have considered our operating environment.

We have four over-arching objectives: liveable communities, fit for purpose, environmental sustainability and continuous improvement. The following discussion explains the objectives and the measures we will use to monitor progress in achieving them.

Liveable Communities

Our actions and decisions have a positive influence on the needs, well-being and resilience of our communities.

What we will do:

- We will engage the community to understand what they want from our assets and measure how well we are delivering on their expectations.
- We will ensure assets are strategically planned to ensure inclusive and equitable provision of assets and the assets are sustainable.
- We will empower our community by educating them about building community resilience and our emergency response.

Measure	Target
Engage with the community to review our service levels	December 2025
Service levels included in Asset Management Plans	August 2025
Complete customer satisfaction with asset related service levels	December 2025
Assets acquired in major developments are strategically planned for <ul style="list-style-type: none"> • South Prospect infrastructure plan developed • St Leonards infrastructure plan developed • Develop community education program 	July 2024 July 2025 June 2026

Fit-for-Purpose

Our assets are built and maintained to meet agreed level of service expectations, our legislative requirements, current and future needs whilst being financially responsible.

What we will do:

- We will measure our performance in achieving service levels.
- We will comply with all legislation.
- We will develop organisational budgets in line with our SAMP, AMPs and strategies.
- We will not under or over spend our budgets.
- We will apply an appropriate assessment process to consider level of service and financial implications when acquiring new assets.

Measure	Target
Achieve agreed service levels	100%
Instances of non-compliance with legislation	0
Budget expenditure/ forecast expenditure in asset plans	± 5%
Actual expenditure/ budgeted expenditure	± 5%
Develop business case process for assessing the acquisition of assets	July 2022

Environmental Sustainability

Assets are planned, delivered and managed to; be adaptive, minimise our environmental impact, and responsibly meet needs of current and future generations.

What we will do:

- We will reduce our impact on the environment.
- We will reduce our use of resources.
- We will consider the impact of climate change in the design of our assets.

Measure	Target
Prepare environment design performance criteria including climate resilience and mitigation for all asset classes.	June 2024
Audit our use of electricity and water	June 2024
Increase the urban tree canopy	TBD
Audit the health of our water ways	December 2026
Audit the condition of biodiversity in our natural areas	December 2026

Continuous Improvement

Council is committed to continuous improvement of our asset management practices using the best technology and data to improve decision making.

What we will do:

- We will actively use our system of asset management.
- We will ensure employees feel they have the skills and experience to use our asset management system.
- We will ensure data is accurate.
- We will pursue new technologies to improve our management of assets.
- We will ensure our people feel supported to act with a continuous improvement mindset.

Measure	Target
Data accuracy measured	December 2023
Asset plans reviewed and updated	Annually
Performance report for asset plans completed	Annually
Asset management improvement plan reviewed and updated	Annually
Position descriptions updated with asset management responsibilities	Dec 2024
Employee asset management training program developed and funded	July 2025



Financial Projections

The operating and capital costs to deliver services to the community and achieve our asset management objectives are shown in Figure 7. Operating costs include items like salaries, materials, depreciation, utilities etc. The Budget values shown in Figure 7 are taken from the 2022 Long Term Financial Plan (LTFP) and have been deflated by the CPI estimates in the plan. Capital expenditure in Figure 7 relates to acquiring assets and we break them down into categories:

- **Renewal** - this category is to replace existing assets with assets that provide a similar level of service. This expenditure does not increase operating costs.
- **Waste** - in general, this expenditure does not increase operating costs and is required to maintain existing service levels.
- **Upgrade** - expenditure to upgrade assets increases the level of service and will also increase operational costs.
- **New** - when new assets are created there is an increase in operational cost and the asset will either increase the services provided by council or extend existing services to new areas.

Expenditure by Financial Year

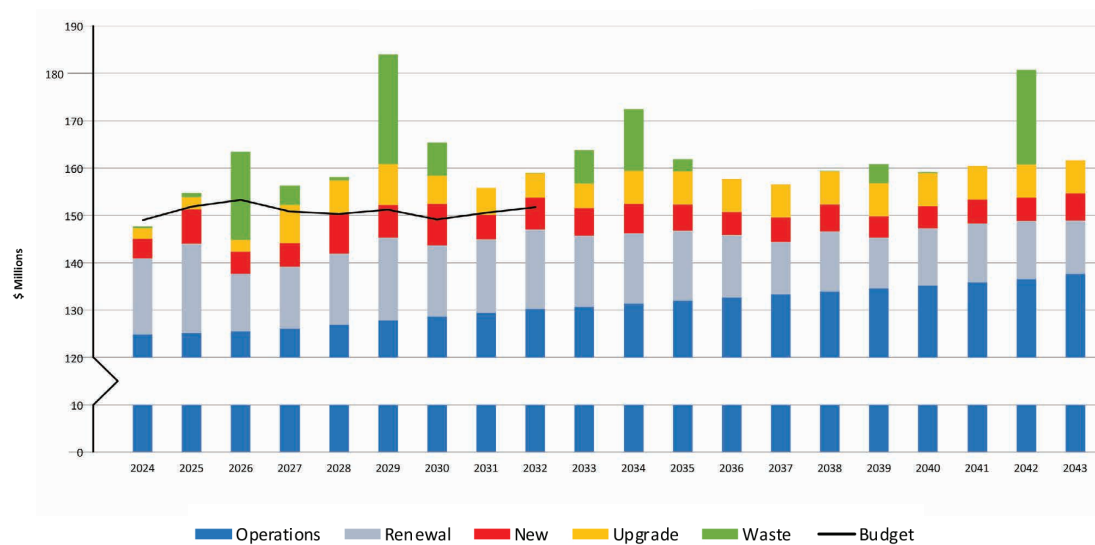


Figure 7 Forecast of operational and capital costs over a 20-year period. The increase in operational costs is due to the increase in operational, maintenance and depreciation costs from constructing new assets or upgrading existing assets. There are some significant variations from year to year and primarily this is associated with construction of landfill assets. Only 9 years of information about the budget are available as the planning horizon for the LTFP is 10 years and the last update started in FY2023. All costs are real values and have not been adjusted for CPI.

Looking at Figure 7 we can see that Council faces some significant challenges in matching asset expenditure to revenue projections. Importantly, we have sufficient revenue to fund operations and asset renewal which implies we can maintain current service levels. This issue is something that we will consider in future updates of the LTFFP.

Over the next 20 years we expect to spend, on average, around \$30 million per year on capital works and Council will contribute an average of \$24 million per year. The balance of the funds will come from state/ federal government grants and developer contributions.

A notable component of the capital expenditure is for new and upgrade assets which over the next 20 years will increase operating costs by an estimated \$12 million per year. This corresponds to an 18% increase in rates and is above any increase due to inflation etc. Figure 8 shows the various asset classes and the expected increase in operational costs as a result of constructing new assets or upgrading existing assets. Most of the increase can be attributed to roads, parks and the category 'all assets'. Where 'all assets' is an estimate of new/ upgrade assets constructed from 2029 onwards.

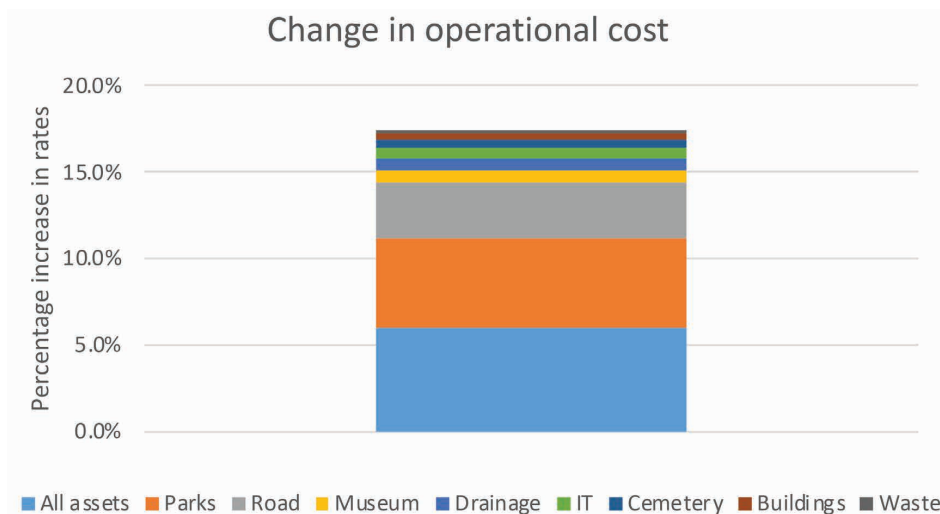


Figure 8 Graph shows the estimated percentage increase in rates from new/ upgraded assets over the 20 year life of this SAMP. The category 'All Assets' is an estimate of expenditure on new/ upgraded assets from 2029 onwards. Road, park and all assets account for the bulk of the increase in future operational costs.

In Figure 9 we show a breakdown of new and upgrade expenditure by asset type. This type of expenditure is important to control as, in general, it increases future operational costs.

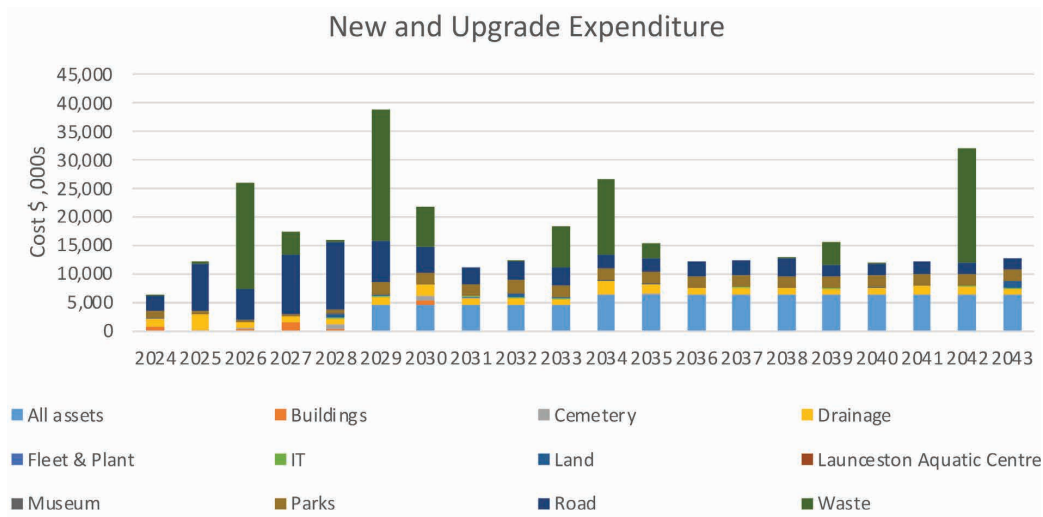


Figure 9 Graph showing the cost of all new and upgrade expenditure for the 20 year life of this SAMP. The category 'All Assets' is an estimate of expenditure on new/ upgraded assets from 2029 onwards. The large increases in 2026, 2029, 2034 and 2042 are for major works associated with providing a waste disposal service.

In Figure 10 we show renewal expenditure by asset class. Normally, renewal expenditure does not increase operating expenditure but if we don't renew assets then we could reduce operating expenditure. Not renewing assets would imply that we are changing service levels to the community.

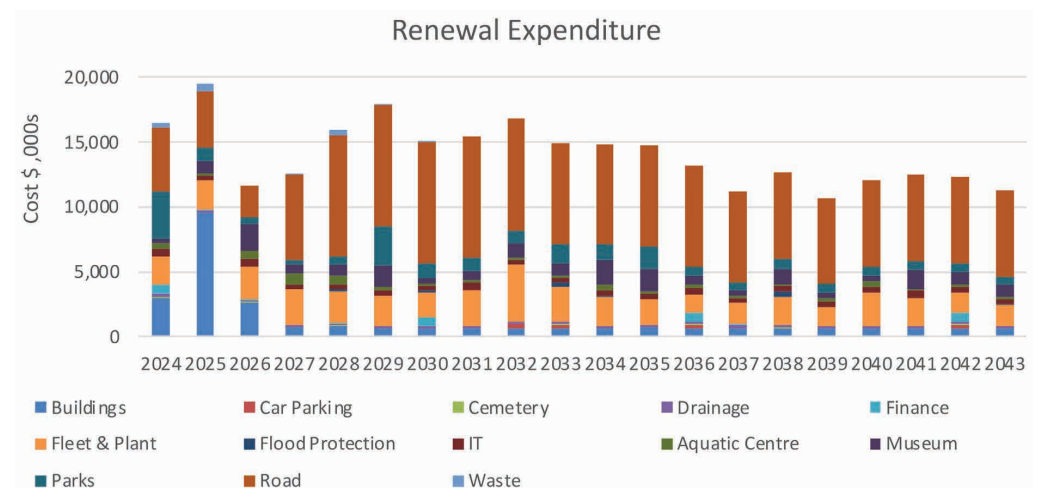


Figure 10 Graph showing the cost of all new and upgrade expenditure for the 20 year life of this SAMP. The large increases in 2026, 2029, 2034 and 2042 are for major works associated with providing a waste disposal service.

New and upgraded assets increase operating costs which in turn puts pressure on Council to raise revenue. Rather than just accepting these increases we are actively working to reduce costs. Some examples of this include asset disposal, reviewing depreciation charges, applying more rigour to capital expenditure and reviewing service levels.

Asset Disposal

In the same way that acquiring new assets increases operational costs, disposing of assets reduces operating costs. It is difficult to dispose of local government assets but Council is in the process of transferring the ownership of UTAS Stadium to the Tasmanian Government. The benefit of this asset disposal is that the community retains the services the asset provides but Council is able to reduce operating expenses by \$3.5 million annually and avoid future capital costs.

To identify and assess assets for disposal we are developing a methodology which will consider the legal, strategic, operational and community benefit factors. This is a pre-condition to assessing the appropriateness of retaining our current stock of assets and will tie in with the project on service levels discussed below.

Depreciation

Depreciation is not a cash flow and in asset management we would not normally be concerned with it. However, it is an important number for Council as raising enough revenue to cover depreciation and other operating expenses is a measure of financial sustainability. New assets and upgrading assets increases depreciation expenses and to be seen as financially sustainable they increase pressure to raise revenue. Council is reviewing asset lives that impact in depreciation expenses. Recent work has made a significant increase in asset lives for transport assets with a corresponding decrease in depreciation.

Rigour around Capital Expenditure

Earlier discussion in this plan highlights how acquiring new assets and upgrading assets increases operating costs so we have implemented a business case process to apply more rigour around our assessment of capital projects.

For renewal projects, we are moving away from age-based assessment of asset life to a condition based approach which is considered a more accurate assessment of when assets should be replaced.

We have looked at establishing whether projects should go ahead but during the life of this plan we will investigate the standards that are used to construct assets with a view to reducing costs without changing the projects benefits.

Service Levels

Council acquires assets to provide a service and the reason we do this is to provide benefits to our community. To ensure that the community really does benefit from our assets we will be engaging with them to confirm whether the services we offer are the right ones.

Before we engage with the community, we are undertaking a service level review of our existing services which involves:

- Understanding what we do (the tasks or services)
- Why we do it (legislative requirement, community expectation, market requirements)
- The resources required to deliver (budget, time and people)

Once the service level review is complete we will engage with the community on both the types of services we offer and the quality of those services. We plan to engage the community using our Tomorrow Together process.

Once the community engagement process is complete we will review the way services are delivered and this includes assessing the appropriateness of our assets. In the longer term, we will ensure that assets are capable of supporting the range of services we offer in a way that is financially sustainable, aligns with Council's strategic objectives and meet community expectations.

Process Improvement

The processes we have discussed so far relate to whether or not we should provide a service but we are also undertaking process improvement. Council is using the "lean" methodology and tools to make our work more efficient.

Renewal Backlog

Many large asset owners believe that they have a backlog of renewal expenditure and the 2019 SAMP also expressed this view.

In common with other asset owners the 2019 SAMP assumed the date an asset is renewed could be estimated by taking the date an asset was created and adding its estimated life. This is a crude approach and is known to be inaccurate but in the absence of any other information it is the only method available for predicting future asset renewal costs. Using this approach the 2019 SAMP identified that there was \$43 million of unfunded renewal works that needed to be undertaken.

In this SAMP review we do not consider that there is any unfunded renewal works. We have taken this approach as:

- The method used to calculate the backlog is inaccurate, assets do not fail on a set date.
- Transport assets comprise approximately half of all Council assets and a condition survey was completed for most of these assets in 2020. The survey did identify some assets for renewal but we are satisfied that this work can be undertaken over a five-year period without adversely impacting on customers.
- The drainage asset plan reviewed the condition and age of assets and only found some minor expenditure that could be classed as backlog.
- Finally, assets such as parks and buildings are “visible” and if they were in poor condition we would become aware of it through our customer request process and employee feedback.



Asset Management System Maturity Assessment

To achieve our objectives we need a system of Asset Management and at Council we use the Australian Standard AS55000: Asset Management to guide us in implementing our system. However, we are not seeking full compliance with the standard, rather, we will consider the appropriateness of each part of the standard as we gradually implement our system.

In 2019 we carried out an audit of our system against the standard and we repeated the audit in 2022⁵. The results are shown in Figure 11.

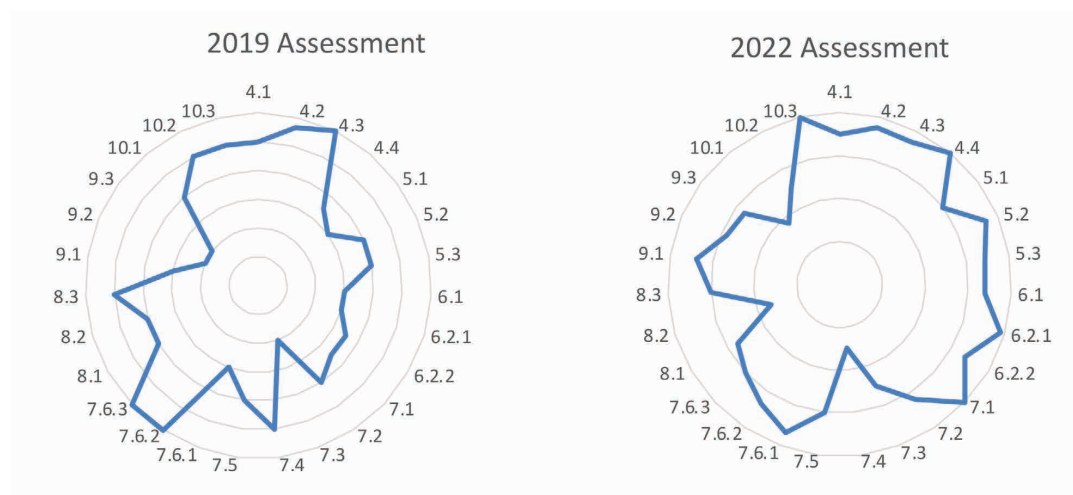


Figure 11 Assessment of our progress in implementing an asset management system. Numbers around the circumference of each diagram refer to individual sections of the standard. Section 4 relates to organisation context, 5 is leadership, 6 is planning, 7 is support, 8 is operation, 9 is performance and 10 is improvement.

Clearly, Council has made progress in implementing an asset management system particularly with the context, leadership and planning sections of the standard. Once we have completed all Asset Management Plans for all asset classes we would expect to be fully compliant with the standard for sections 4, 5 and 6 of the standard.

The next step in the development of our asset management system will be to improve our support activities (section 7 of the standard). In particular we will determine the capabilities and competency standards of those involved in asset management, determine the information requirements for asset management and increase awareness and communication of asset management.

⁵ The 2019 audit was conducted using external consultants with a scoring system of 0-5 whilst the 2022 audit was conducted internally using a scoring system of 1-4. In both examples the maximum score represents compliance with the relevant section in the standard AS5500: Asset Management.





APPENDIX

Asset Data and Modelling Confidence

The purpose of this section is to express an opinion on our confidence with the projections contained in this SAMP.

Asset data is contained within Council's Asset Management Information System which includes various attributes of individual assets. Given the size of this database there will be errors but we have not quantified the extent of any errors.

Asset renewal forecasts are either based on asset age or condition. Estimates where age is used to predict future renewal are inaccurate and we consider these estimates to be an upper bound of future funding

requirements. Estimates based on condition are more reliable and represent the mean of possible future funding requirements. Around 50% of assets that will be renewed in the next 20 years have a forecasted life based on condition.

Estimates of asset expenditure are based on historical practice and experience. Individual estimates may vary significantly but total asset programs are delivered within budget.

Overall, there are some errors in our data and models but we are confident that this SAMP presents a realistic projection of what work needs to be undertaken in the future.

Legislative Compliance

The City of Launceston has developed this SAMP to ensure that the community receives the levels of service it needs for an affordable cost. However, there is State Government legislation requiring the preparation of asset management documentation and the content of those documents.

The *Local Government Act 1993* section 70 specifies that councils are to prepare a long-term strategic asset management plan, asset management policies

and asset management strategies. Further, the *Local Government (Content of Plans and Strategies) Order 2014* specifies the minimum content of asset management documentation. City of Launceston has prepared documentation which includes all required information but not all of it is contained within this SAMP. Table 2 lists where all required information can be found.



Local Government (Content of Plans and Strategies) Order 2014 Clause	Requirement	Where the information is contained
7 (2) a	Overview of assets	SAMP, AMP
7 (2) b	CAPEX requirements	SAMP
7 (2) c	Required service levels	AMP
7 (2) d	Actual service levels	AMP
7 (2) e	Future asset requirements and Capex	SAMP, AMP
7 (2) (f) (i) and (ii)	Acquisition dates and cost	SAMP
7 (2) f (iii)	Impact on service levels	Business case
7 (2) f (iv)	Asset lifecycle	AMP, Business case
7 (2) f (v)	Financial considerations	AMP, Business case
7 (2) g (i)	Period of usefulness	Business case
7 (2) g (ii) and (iii)	Asset valuation	AMP
7 (2) g (iv)	Maintenance	AMP, AMIS
7 (2) g (v)	Renewal plans	AMP
7 (2) g (vi)	Asset acquisition	SAMP
7 (2) g (vii)	Asset disposal	AMP
7 (2) g (viii)	Risk	AMP
7 (2) h	Standards and Guidelines	Asset Management Policy
7 (2) i (i)	Data quality	SAMP
7 (2) i (ii)	Forecasts	SAMP
7 (2) i (iii)	Data quality improvement	SAMP
7 (2) i (iv)	Reliability of estimates	SAMP
8 (2) a	Objectives	SAMP
8 (2) b	Policy requirements	Asset Management Policy, SAMP, AMP, Business case
8 (2) c	Governance	Asset Management Governance Framework
9 (2) a	Asset and service	AMP
9 (2) b	Asset condition	AMP
9 (2) c	Objectives	SAMP
9 (2) d	Strategies	SAMP, AMP
9 (2) e	Improvement plan	SAMP

Table 2 Location of information that Tasmanian Government Local Government (Content of Plans and Strategies) 2014 requires to be prepared by Council.

Asset Management Improvement Plan

Throughout this SAMP we have identified improvements to the way we manage assets and the following table is a summary of those improvements.

Improvement activity or performance measure	Due date
Engage with the community to review our service levels	December 2024
Include service levels in asset management plans	August 2025
Prepare South Prospect infrastructure plan	December 2025
Prepare St Leonards infrastructure plan	July 2024
Educate community on our emergency response and educate them about building community resilience	June 2026
Prepare environment design performance criteria including climate resilience and mitigation for all asset classes	June 2024
Audit our use of electricity and water	June 2024
Increase the urban tree canopy	TBD
Audit the health of our water ways	December 2026
Audit the condition of biodiversity in our natural areas	December 2026
Measure data accuracy	December 2023
Review and update asset plans	August annually
Complete asset plan performance report	August annually
Review and update position descriptions with asset management responsibilities	December 2024
Develop and fund asset management training program	July 2025
Develop methodology to review assets for disposal	December 2024
Review asset lives for stormwater assets	December 2023
Review design standards for new assets	December 2025
Complete the transition from estimating asset life based on age to condition based assessments for renewal planning	September 2024
Develop a plan to determine the capabilities and competencies (see section 7.2 of AS55000) of those involved in asset management (links with earlier activities relating to position descriptions and training)	June 2024
Determine the information requirements for asset management (see section 7.5 of AS55000)	February 2025
Develop a plan to improve awareness and communication of asset management (see section 7.3 and 7.4 of AS55000)	February 2025

Table 3 List of asset management improvement activities and their due date

In the next section we discuss our progress in achieving the improvement activities contained in the 2019 version of our SAMP.

2019 SAMP Improvement Plan progress

Table 4 below shows the progress that was achieved in implementing the improvement plan contained within the 2019 SAMP.

2019 SAMP Improvement Plan	Progress
<p>Long Term Sustainability of Council Services:</p> <ul style="list-style-type: none"> • Set-up the cyclic monitoring and review of the SAMP and LTFP • Avoid any surprise renewal trends by also looking for potential variations beyond the 20 year horizon of the SAMP during the SAMP - LTFP reviews 	<ul style="list-style-type: none"> • SAMP and LTFP are now reviewed annually • Renewal expenditure has been projected out 40 years and whilst expenditure is lumpy it is expected that this can be smoothed over several years.
<p>Whole of Life Cost:</p> <ul style="list-style-type: none"> • Develop the City of Launceston asset investment analysis tool and process for use across whole organisation • Use business case template and asset investment analysis for all projects initially above \$1M to develop consideration of whole of life costs, change in FTEs, existing asset write-off, etc. • Ensure asset lives are reflective of actual practice 	<ul style="list-style-type: none"> • An asset investment tool has been developed. • A business case template has been implemented and includes a net present value analysis for all new/ upgrade projects and resource requirements for ongoing operations. • Road asset lives have been reviewed, and consideration is being given to apply this technique to other asset classes.
<p>Level of Service and Community Engagement:</p> <ul style="list-style-type: none"> • Develop level of service (LOS) plans for the asset classes, including community LOS measures and technical LOS benchmarks • Develop an asset disposal and user group engagement strategy, including a review of the core and discretionary activities supported by assets owned and maintained by Council • Develop a framework to measure asset utilisation levels 	<ul style="list-style-type: none"> • Council has commenced a project to identify service levels which will be used in engaging the community. • A process to assess assets for disposal is being considered. • A measure for asset utilisation is no longer considered necessary, instead the focus is on the benefits that the community receives from a service and what is the best way of delivering services

2019 SAMP Improvement Plan	Progress
<p>AM System and Governance:</p> <ul style="list-style-type: none"> • Management of AMS assigned to Corporate Services to coordinate and ensure leadership of a consistent approach across Council with the resourcing and skill sets drawn from and applied across Council • System Review and Improvement • Key document review dates; SAMP has a life of four years (Council election cycle) and is due for complete revision and updating within six months of each Council election • Complete development of the full suite of AMPs 	<ul style="list-style-type: none"> • An asset management governance framework has been developed and implemented which specifies the roles and responsibilities of personnel involved in asset management. • Our asset management system has been reviewed and is discussed in the introduction. • This SAMP update has been prepared with this timeline in mind. • AMPs have been approved for transport, building, parks, fleet, waste, museum, drainage and flood assets. Plans for carr villa and the Aquatic Centre are in development. An asset plan for the final asset class, IT has been deferred till after the completion of the CARP project.
<p>Asset Information Strategy</p> <ul style="list-style-type: none"> • Develop an organisational Asset Information Strategy to ensure uniform and consistent treatment of assets across all classes; provide for the needs of finance, asset managers and operators and customer services all need equal consideration; ensure one source of truth; review what data do we need to collect and how to access it • Implement all maintenance works to be plotted spatially 	<ul style="list-style-type: none"> • Council has embarked on a major project (CARP) to replace its asset management information system. This project will consider the needs of all users, develop one source of the truth and consider the processes to access the data. • The proposed work management module (CARP project) includes the ability to plot spatially all works undertaken by Council and its contractors.
<p>Asset Data:</p> <ul style="list-style-type: none"> • Review the completeness of the asset registers, valuations and asset lives to confirm an appropriate level of ongoing depreciation • Data Structure develop an asset hierarchy that caters for financial and all asset manager’s needs • Review City of Launceston Buildings Asset Hierarchy • Develop smaller asset class groupings to suit building type or activity/service delivered by the asset to enable more specific analysis of the asset portfolio • Review approach to threshold limits e.g. small sections of footpaths and grouping to a common date of a large number of individually low value assets into one for valuation purposes e.g. 5000 MHs, trees etc. and the knock on effect to renewal programs 	<ul style="list-style-type: none"> • A review of the completeness of asset registers etc. is being undertaken as part of the CARP project. • A review of the structure of the asset register is being undertaken as part of the CARP project. • The building asset hierarchy will be reviewed as part of the CARP project.. • To be considered as part of the review of the building asset register. • Current capitalisation thresholds are considered to be appropriate and the value of assets below this limit is minor compared to the total value of assets. The impact on renewal estimates is negligible. Consideration was given to “breaking up” grouped assets but we concluded that the benefits of doing this did not justify the resources required.

2019 SAMP Improvement Plan	Progress
<ul style="list-style-type: none"> • “Parks” have potentially different treatment of asset values for the trees and surfaces (other than improved) park to park • Review the currently uniformly applied Road Sub-base Asset Lives. • In addition to building condition information, develop a centralised database for critical building information – including Asbestos Register information • Undertake scenario modelling of partial-renewal liability for the asset class – required to inform annual budget cycle • Review and assign appropriate drainage asset responsibility (Directorate, Department and Section) • Transfer existing tree database into T1 • Develop a comprehensive and accurate Parks and Recreation Asset Register in T1 • Reintroduce failure coding • Review roads assets to include missing assets not recorded in T1 • Review Current Replacement Cost for drainage assets not currently valued, e.g. detention basins/dams and sub-components, GPTs, penstocks, weirs and significant manhole structures 	<ul style="list-style-type: none"> • A project is underway to review the way we value parks and the assets within. • The asset lives of other road components has been reviewed and at this stage there are no plans to review the sub-base asset lives. • An asbestos register has been completed. The type of information collected for buildings will be considered in the CARP project. • This SAMP includes renewal of whole assets and, where required, major components of assets. • Responsibility for drainage assets was assigned as part of the Organisational Alignment Project. • Tree register is included in Council’s asset information system. • Asset register has been entered in Council’s asset information system and this will also be reviewed as part of the CARP project. • The proposed work management module (CARP project) includes the concept of standard jobs which is a workable alternative to failure coding. • A contractor is undertaking an inspection of the road network and part of the work includes developing a register of retaining walls.
<p>Asset Risk Management:</p> <ul style="list-style-type: none"> • Develop a framework to assess critical assets that provide core services to the community, and that support business continuity planning principles • Identify critical assets • Integrate risk management of assets into corporate risk management system • Develop consistent policies and methods across Council to manage inspection processes, reactive and planned maintenance tasks • Integrate Flood Levee Asset Management into the Corporate System • Conduct a review of the Drainage Core Risk Register 	<ul style="list-style-type: none"> • Critical assets were considered as part of the development of asset management plans. • As above • Corporate risk management process was followed in developing risk assessments for all assets. • This will be addressed as part of the CARP project and the implementation of “standard jobs”. • An asset management plan for flood levee assets has been completed and is consistent with other AMPs. • Review was completed as part of drainage asset management plan.

Asset Management Improvement Plan

Throughout this SAMP we have identified improvements to the way we manage assets and the following table is a summary of those improvements.

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043
Road assets received from developers	New	1450	1450	1450	1450	1450	1450	1450	1450	1450	1450	1450	1450	1450	1450	1450	1450	1450	1450	1450	1450
Stormwater assets received from developers	New	830	830	830	830	830	830	830	830	830	830	830	830	830	830	830	830	830	830	830	830
Ash placement	New							950													
Carr Villa Drainage Works New	New	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15
Carr Villa Road Works New	New	20	20	95	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20	20
Guy St North Flood Alleviation Project	New						300	800													
SEDA projects	New		50																		
Inveresk amenity upgrade	New		50	400																	
Landmark Signage	New						100			200											
New footpath program	New					50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
Open Space Development program	New					150				150											
Parklands Parade Detention Basin - Spillway Works	New											100									

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Display furniture	New	200																				
Pat East Car Park Baby Change Facility	New					350																
Pump Track	New	500				300																
General storage	New	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
Regional Sports facility implementation planning	New					200	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000	2000
South Prospect Growth Area New Roads	New	500	4500	1500	2500	4000	1500	500	500	500	500	500	500	500	500	500						
SSMP Flood Alleviation Project	New											500	500						500	500		
St Leonards Growth Area New Roads	New					210	220	2130	170	670	810					730						
IT Corporate Software Applications Additions Program	New					50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
St Leonards Growth Area Upgrade/New Stormwater	New								80	80		780						280				
Street Tree Strategy & Urban Implementation	New	400	300	300	300																	
Town Hall Clock Automation	New	65																				

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043		
LAC Sauna	New																						
Water Quality Improvements	New												150		150								
Water Quality Improvements - GPT Installation	New						150																
St Leonards Growth Area Land Acquisitions	New					630	260			670	190												1190
South Prospect Growth Area Upgrade/New Stormwater	New		2000	200	200	200				200	200	200	200	200	200	200							
Construction and Demolition Pad	Waste - New			450																			
Eastern Capping	Waste - New			8000																			
Leachate pre-treatment & leachate dam capacity increase	Waste - New			150	2000																		
Partial R8 Capping Design & Construct	Waste - New																100	4000					
Progressive Capping Design & Construct (R2, R3, R6, R7, remainder R8 & R9)	Waste - New																	200					20000
R1 and R5 Cell Liner Design and Construct	Waste - New		100	10000	2000																		

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
R1 Capping Design & Construct	Waste - New									100	7000											
R2 and R7 Cell Liner	Waste - New					100	23000															
R4 & R5 Capping Design & Construct	Waste - New						100	7000														
R8 liner Design & Construct	Waste - New										150	13000										
R9 Liner Design & Construct	Waste - New											150	2500									
Carr Villanew cremator	Upgrade					800																
Carr Villa water supply	Upgrade					15																
IT Infrastructure Additions Program	Upgrade					35		35	35	40	40	40	40	40	40	40	40	40	40	40	40	40
Black Spot Program	Upgrade								200	200	200	200	200	200	200	200	200	200	200	200	200	200
Average Upgrade/New Program	Upgrade																					
Cataract Gorge restaurant refurbishment including DDA access	Upgrade							750														
City Park Play Space & Duck Pond Renewal	Upgrade																					
Electric Plant and Vehicles	Upgrade																					

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043		
Gallagher mobile connect	Upgrade	50																				150	
Invermay/ Lindsay St - Traffic Signals	Upgrade	200	1300																			150	50
LCH City Heart Design	Upgrade		500																				
LCH City Heart Project	Upgrade			2000	6000	5600	3500																
YMCA provision for upgrade	Upgrade	250																					
Royal park amenity upgrade	Upgrade	250																					
Royal Park Skate Park upgrade	Upgrade	20	300																				
Safer Rural Roads	Upgrade	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150
Street Lighting Improvement Program	Upgrade								300	50	50	50	50	50	50	50	50	50	50	50	50	50	50
Survey drone replacement	Upgrade				30								30										
Town Hall / Annex switchboard upgrade	Upgrade	120																					
Town hall Annex plant room replace HVAC	Upgrade				1500																		
Vulnerable road user	Upgrade	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150
Youngtown Memorial Ground behind goal nets	Upgrade						50																

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043
Water/ Development - Gallopers Rise	Upgrade	480																			
Lilydale Waste Transfer Station	Waste - Upgrade	80	250																		
Truck Wash-down Facility Upgrade	Waste - Upgrade					400															
Green Waste Area Resurfacing	Waste - Renewal		60																		
iWeigh software Update	Waste - Renewal				80																
Lilydale Oil Recovery Unit Replacement	Waste - Renewal	10																			
LWC Boom gates Replacements	Waste - Renewal							70													
LWC Oil Recovery Unit Replacement	Waste - Renewal					10															
LWC Weighbridge Traffic Lights Replacement	Waste - Renewal					10															
Numamara Oil Recovery Unit Replacement	Waste - Renewal					10															
Perimeter fencing and entry gate	Waste - Renewal	300																			
Perimeter Road resurfacing	Waste - Renewal					250															
Security System Update	Waste - Renewal						80														

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Walking floor and compactor hydraulics	Waste - Renewal		500																			
Weighbridge Tag Reader Replacements	Waste - Renewal				100																	
Car park boom gate access management	Renewal									300	300			300								
Carr Villa Renewal Drainage	Renewal	55	55	55																		
Carr Villa Road Surface Renewal	Renewal	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
Col-printer renewal program	Renewal	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
First Tasmanians	Renewal				270														270			
IT Corporate Software Renewal	Renewal			100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100
IT Infrastructure Renewal Program	Renewal	554	300	500	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300
LA Internal Finishes & Fittings Renewal	Renewal	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65
LA Plant & Equipment Renewal	Renewal	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65	65
LAC Cardio equipment	Renewal	130		70			130		70			130		70			130		70			
LAC Competition Pool Boom Replacement	Renewal				650																	

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
LAC indoor interactive play equipment	Renewal			350														350				
LAC Indoor Thermal Pool/Blanket Replacement	Renewal		100																			
LAC Lafit Strength Equipment Replacement	Renewal	100										100										
LAC Outdoor Waterslide Replacement	Renewal		400																			
LAC Water treatment plant	Renewal	80	80									80	80									
Cataract Gorge infrastructure renewal	Renewal					250	250	250	250	250	250	250	250									
Cataract Gorge Restaurant Viewing Deck	Renewal							60														
Alexandra Bridge	Renewal		1500																			
Cataract Gorge Rotunda toilet refurbishment	Renewal		100																			
Centre Way Lane Surface Rehabilitation	Renewal		60																			
City Park Fence	Renewal		100																			
City Park Play Space & Duck Pond Renewal	Renewal		1150																			

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043
City Wide Play Space Equipment Renewal	Renewal	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45	45
Community hall renewal program	Renewal	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300	300
Fleet Renewal	Renewal	330	320	404	542	916	710	585	389	960	727	622	596	372	527	155	490	359	420	416	416
Flood Gates Program	Renewal					60					200					200					
Footpath Reconstruction program	Renewal	1020	1020		2060	1040	1040	1040	1040	950	950	950	950	950	840	840	840	840	840	840	840
Footpath Reseal Program	Renewal	70	70	70	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250	250
Implementation of CCTV review	Renewal					150															
Municipal Revaluation	Renewal	680						680						680						680	
Irrigation System Renewal	Renewal	100																			
Kerb renewal program	Renewal					1740	1740	1740	1740	1740	825	825	825	825	825	500	500	500	500	500	500
Keying system implementation	Renewal	35	35																		
Parking officer hand held	Renewal	40		40		40		40		40		40		40		40		40		40	
Large format printer scanner replacement	Renewal				50								50								
Levee Penetrations Infrastructure works	Renewal					100					100					100					100

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	
Lighting structure Renewal Program	Renewal	100																				
Major plant renewal	Renewal	1610	1780	2000	2028	1363	1469	1115	2219	3234	1826	1397	1248	831	964	1847	861	2037	1580	1040	1040	
Minor plant/Equipment renewal	Renewal	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160
Parks BBQ Renewal Program	Renewal	40	40	40	40	40	40	40	40	40	40	40	40	40	40	40	40	40	40	40	40	40
Phenomena Factory Upgrade	Renewal			750			750			750			750			750			750			
Plant and Equipment (Museum)	Renewal	300	370	370	370	370	370	370	370	370	370	370	370	370	370	370	370	370	370	370	370	370
Parks Bridge Renewal Program	Renewal	114	91	229	177	63	2000	77	130	15	600	280	870	36		116						
Parks Furniture Replacement Program	Renewal	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
Parks Road and Carpark Reseal Program	Renewal	50	750	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50
Penstocks/Tide flaps program	Renewal		50					150				150				150						
QVMAG Minor Exhibition Hardware Renewal Program	Renewal	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50	50

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043		
QVMAG Planetarium Show Renewal	Renewal	10																			10	500	
Play Space Renewals	Renewal					20	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
Punchbowl Reserve SPS Electrical Cabinet	Renewal						40																
QVMAG gas boiler replacement	Renewal												600										
QVMAG stone building HVAC renewal	Renewal												45										
Racecourse Cres Electrical Renewal	Renewal														95								
Recreation and Parks Design Program	Renewal					100	100	100															
Resheeting Program	Renewal																						
Road Reseal Program	Renewal																						
Rails gallery	Renewal																						
Roads Reconstruction Program	Renewal																						
Sport facility renewal program	Renewal																						

Project name	Type	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043
Survey instrument renewal program GNSS (GPS) system	Renewal				40																
Surveying Total Station instrument replacement	Renewal					41															
SW Main Renewal Program	Renewal	275	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150	150
Town hall and annexe refurbishment	Renewal	500																			
Town Hall Annex Plant & Equipment Renewal	Renewal	40																			
Track/footpath/trail renewal program	Renewal	350	80	80																	
Transport - Other Asset Renewal	Renewal	30	280	280	280	280	280	280	280	280	280	280	280	280	280	280	280	280	280	280	280
Tas Connections	Renewal		500	940							500	940								500	
Teams Telephony and Contact Centre Solution	Renewal	86																			
Trevallyn Road Kings Bridge Retaining Wall Reconstruction	Renewal	250																			
Princess Theatre and Earl Arts Centre	Renewal	1200	8800	2000																	



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City of Launceston Leisure & Aquatic Centre
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Invermay Road, Mowbray
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15. ORGANISATIONAL SERVICES NETWORK

15.1. 2022/2023 Budget - Budget Amendments

FILE NO: SF7463/SF6939

AUTHOR: Samuel Kelty (Acting Manager Finance)

ACTING GENERAL MANAGER APPROVAL: Leanne Purchase (Organisational Services Network)

DECISION STATEMENT:

For Council to:

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

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

2. consider adjustments made during 1 June to 30 June 2023 by the Chief Executive Officer to the 2022/2023 Budget.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993 (Tas)* and by absolute majority, approves the following changes to the 2022/2023 Statutory Estimates:
 - (a) Revenue
 - i. the net decrease in revenue from external grants and contributions of \$16,402,201.
 - (b) Expenses
 - i. the net increase in operations expenditure of \$1,044,996.
 - (c) Capital Works Expenditure
 - i. the net decrease in expenditure from external funds of \$16,402,201.
 - ii. the decrease in the Council's funded expenditure of \$5,690,626.
2. notes that amendments from Recommendation 1. result in:
 - (a) the operating deficit being amended to \$9,088,972 (including capital grants of \$7,960,897) for 2022/2023.
 - (b) the capital budget being decreased to \$16,147,395 for 2022/2023.

3. pursuant to section 82(7) of the *Local Government Act 1993* (Tas), receives the Chief Executive Officer's report on adjustments to the 2022/2023 budget for the period 1 June to 30 June 2023.

REPORT:

1. Budget Amendments

The budget amendments are changes to the Statutory Estimates which require a Council decision. The changes relate to external grant revenue and transfers between Operations and Capital projects.

	Operations \$'000	Capital \$'000
Statutory Budget as 01/07/2022	(4,931)	16,737
Adjustments Approved by Council to 31/05/2023	21,250	21,503
Balance Previously Advised as at 31/05/2023	16,319	38,240
<u>Amendments</u>		
Council Funds	0	(4,646)
Capital to Operations	(1,668)	(1,668)
Operations to Capital	623	623
Operations	0	0
External Funds	(22)	(22)
External Funds Not Received	(16,380)	(16,380)
Statutory Budget as at 30/06/2023	(1,128)	16,147
Deduct Capital Grants and Contributions	(7,961)	
Underlying Operating Budget Surplus/(Deficit)	(9,089)	

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

Details of the amendments are as follows:

1(a) The following items need to have reduced Council funding:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP23397	Launceston City Heart St John Street South	\$2,161,500	\$1,607,470	\$0	\$554,030
CP23398	Launceston City Heart St John Street North	\$1,040,955	\$960,230	\$0	\$80,725
CP24299	Stormwater Main Renewal	\$275,000	\$275,000	\$0	\$0
CP24313	Corin Street Culvert Renewal	\$35,000	\$35,000	\$0	\$0
CP24423	Forster Street Shared Path	\$300,000	\$285,000	\$0	\$15,000

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24226	Newnham Creek Retaining Wall	\$250,000	\$242,530	\$0	\$7,470
CP24145	CCTV Town Hall Customer Service Area	\$40,000	\$40,000	\$0	\$0
CP24291	Launceston Waste Centre Eastern Extension Capping	\$2,248,844	\$1,200,400	\$0	\$1,048,444
	TOTALS	\$6,351,299	\$4,645,630	\$0	\$1,705,669

The project scope of works:

At the end of the financial year, the opportunity has been taken to review capital projects within the Council's budget which have been identified as not feasible to be delivered at this time due to resourcing, or other factors. The above project listing has been identified as projects which have not been able to proceed during the 2022/2023 financial year and it is recommended that the capital budget on these projects be reduced and the projects not carried forward into the 2023/2024 financial year.

While these projects have not currently progressed, they will be reassessed in future years and if it is determined that they are deliverable, budget will be requested in line with normal processes.

Additional/Reduced Council Funding	Capital
Launceston City Heart St John Street South	(\$1,607,470)
Launceston City Heart St John Street North	(\$960,230)
Stormwater Main Renewal	(\$275,000)
Corin Street Culvert Renewal	(\$35,000)
Forster Street Shared Path	(\$285,000)
Newnham Creek Retaining Wall	(\$242,530)
CCTV Town Hall Customer Service Area	(\$40,000)
Launceston Waste Centre Eastern Extension Capping	(\$1,200,400)
TOTAL	(\$4,645,630)

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24485	St Leonards Athletic Centre - Toilet Facilities	\$25,000	\$21,315	\$0	\$3,685
OPM25034	Parks Transfers from Capital	\$10,000	\$0	\$21,315	\$31,315
	TOTALS	\$35,000	\$21,315	\$21,315	\$35,000

The project scope of works:

Works undertaken on the St Leonards Athletic Centre - Toilet Facilities do not meet the requirement under the Council's Capitalisation Framework.

As such, these costs are not able to be capitalised and have been moved to an applicable operational project. A transfer of matching budget is now required.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24330	Riverbend Park Car Park Completion	\$300,000	\$7,519	\$0	\$292,481
OPM25034	Parks Transfers from Capital	\$31,315	\$0	\$7,519	\$38,834
	TOTALS	\$331,315	\$7,519	\$7,519	\$331,315

The project scope of works:

Some of the works undertaken on the Riverbend Park Car Park Completion project do not meet the requirement under the Council's Capitalisation Framework.

As such, these costs are not able to be capitalised and have been moved to an applicable operational project. A transfer of matching budget is now required.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24226	Newnham Creek Retaining Wall	\$7,470	\$7,470	\$0	\$0
OPM25205	Roads Transfers from Capital	\$0	\$0	\$7,470	\$7,470
	TOTALS	\$7,470	\$7,470	\$7,470	\$7,470

The project scope of works:

Works undertaken on the Newnham Creek Retaining Wall project do not meet the requirement under the Council's Capitalisation Framework.

As such, these costs are not able to be capitalised and have been moved to an applicable operational project. A transfer of matching budget is now required.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24350	CBD Street Furniture Upgrade	\$800,000	\$30,093	\$0	\$769,907

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24394	Parks Electrical and Lighting Program 2022/2023	\$28,701	\$11,344	\$0	\$17,357
CP24399	Parks Irrigations System Renewal Program 2022/2023	\$122,093	\$5,529	\$0	\$116,564
OPM25034	Parks Transfers from Capital	\$38,834	\$0	\$46,966	\$85,800
	TOTALS	\$989,628	\$46,966	\$46,966	\$989,628

The project scope of works:

Part of the works undertaken on the CBD Street Furniture Upgrade, Parks Electrical and Lighting Program and Parks Irrigations System Renewal projects do not meet the requirements under the Council's Capitalisation Framework.

As such, these costs are not able to be capitalised and have been moved to an applicable operational project. A transfer of matching budget is now required.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP23705	Alexandra Suspension Bridge 1722	\$315,000	\$277,978	\$0	\$37,022
OP25251	Alexandra Suspension Bridge 1722	\$0	\$0	\$277,978	\$277,978
	TOTALS	\$315,000	\$277,978	\$277,978	\$315,000

The project scope of works:

Works undertaken on the Alexandra Suspension Bridge project do not meet the requirement under the Council's Capitalisation Framework.

As such, these costs are not able to be capitalised and have been moved to an applicable operational project. A transfer of matching budget is now required.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24291	Launceston Waste Centre - Eastern Extension Capping	\$1,048,444	\$26,945	\$0	\$1,021,499
OPM25213	Leachate Liner Inspection and Repairs	\$3,632	\$0	\$17,882	\$21,514
OPM25194	Launceston Waste Centre - Machinery and Equipment Shed Relocation	\$68,500	\$0	\$9,063	\$77,563
	TOTALS	\$1,120,576	\$26,945	\$26,945	\$1,120,576

The project scope of works:

The Eastern Extension area of the landfill was full, and in line with the Council's Environmental Protection Notice required capping and rehabilitation.

However, in the past 12 months we have identified some preferential settlement that creates additional capacity for placement of more waste before closure. This means the funds for capping this are not required until 2025. This enables funds to be reallocated to major operational projects for the Leachate Line Inspection and Repairs and the Launceston Waste Centre Machinery Shed Relocation.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24306	Recreation and Parks Design Program	\$140,000	\$3,798	\$0	\$136,202
CP24417	City Wide Play Space Equipment	\$45,000	\$4,670	\$0	\$40,330
OPM25034	Parks Transfers from Capital	\$85,800	\$0	\$8,468	\$94,268
	TOTALS	\$270,800	\$8,468	\$8,468	\$270,800

The project scope of works:

Work undertaken on the Recreation and Parks Design Program project and the City Wide Play Space Equipment project does not meet the requirements under the Council's Capitalisation Framework Document.

As these costs cannot be capitalised, actuals have been moved to the operations area and requires a matching budget amount to be transferred to the applicable operations project.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24338	City of Launceston Key and Lock Replacement	\$60,000	\$10,010	\$0	\$49,990
CP24336	BAS Building Energy Efficiencies	\$100,000	\$73,651	\$0	\$26,349
CP24128	Town Hall and Annexe Refurbishment	\$941,491	\$93,797	\$0	\$847,694
OPM25253	Buildings Transfers from Capital	\$0	\$0	\$177,458	\$177,458
	TOTALS	\$1,101,491	\$177,458	\$177,458	\$1,101,491

The project scope of works:

Work undertaken on the City of Launceston Key and Lock Replacement project, the BAS Building Energy Efficiencies project and the Town Hall and Annexe Refurbishment project do not meet the requirements under the Council's Capitalisation Framework Document.

As these costs cannot be capitalised, actuals have been moved to the operations area and requires the matching budget amount to be transferred to the applicable operations project.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24393	On Street Parking Machines Upgrade	\$68,542	\$49,640	\$0	\$18,902
OP40067	Parking On Street Meter Maintenance	\$244,912	\$0	\$49,640	\$294,552
	TOTALS	\$313,454	\$49,640	\$49,640	\$313,454

The project scope of works:

Spare parts purchased under the On Street Parking Machines Upgrade project, do not meet the Council's Capitalisation Framework.

As such, they have been transferred to operations and a matching budget amendment is required.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24185	West Tamar Trail Car Park Remediation	\$525,000	\$75,000	\$0	\$450,000
OPM25003	Water Quality Initiatives (Newnham Reserve Watercourse)	\$41,316	\$0	\$75,000	\$116,316
	TOTALS	\$566,316	\$75,000	\$75,000	\$566,316

The project scope of works:

Work undertaken on the West Tamar Trail Car Park Remediation project has been completed under budget, a budget transfer of these excess funds to the Water Quality Initiatives project will allow completion of the riparian work at the Newnham Reserve Watercourse.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24423	Forster Street Shared Path	\$15,000	\$15,000	\$0	\$0
OPM25205	Roads Transfers from Capital	\$7,470	\$0	\$15,000	\$22,470
	TOTALS	\$22,470	\$15,000	\$15,000	\$22,470

The project scope of works:

Work undertaken on project Forster Street Shared Path project does not meet the requirements under the Council's Capitalisation Framework Document.

As these costs cannot be capitalised actuals have been moved to the operations area and requires the matching budget amount to be transferred to the applicable operations project.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24463	Lilydale Pool Building Refurbishment	\$300,000	\$10,895	\$0	\$289,105
OPM25191	Georgetown/Woodland Pedestrian Refuge	\$53,857	\$0	\$10,895	\$64,752
	TOTALS	\$353,857	\$10,895	\$10,895	\$353,857

The project scope of works:

As all the projects nominated under Phase 1 of the Local Roads and Community Infrastructure program are now complete, reallocation of budget to cover favourable and unfavourable variances less than \$15k is required. Variations will be lodged with the program provider as part of the annual reporting requirements.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP23397	Launceston City Heart St John Street South	\$554,030	\$554,030	\$0	\$0
CP23398	Launceston City Heart St John Street North	\$80,725	\$80,725	\$0	\$0
OPM25289	Launceston City Heart St John Street	\$0	\$0	\$634,755	\$634,755
	TOTALS	\$634,755	\$634,755	\$634,755	\$634,755

The project scope of works:

The Launceston City Heart St John Street Redevelopment projects will be closed off for the 2022/2023 financial year. Works have not resulted in any assets and therefore, costs have been transferred to operations, necessitating a matching budget transfer.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24291	Launceston Waste Centre - Eastern Extension Capping	\$1,021,499	\$309,022	\$0	\$712,477
OPM25288	Launceston Waste Centre - Eastern Extension Capping	\$0	\$0	\$309,022	\$309,022
	TOTALS	\$1,021,499	\$309,022	\$309,022	\$1,021,499

The project scope of works:

The Eastern Extension Capping project will be closed off for the 2022/2023 financial year. Works have not resulted in any assets and therefore, costs have been transferred to operations, necessitating a matching budget transfer.

Capital to Operations	Operations	Capital
St Leonards Athletic Centre - Toilet Facility	\$21,315	(\$21,315)
Riverbend Park Car Park Completion	\$7,519	(\$7,519)
Newnham Creek Retaining Wall	\$7,470	(\$7,470)
CBD Street Furniture Upgrade	\$30,093	(\$30,093)
Parks Electrical and Lighting Program 2022/2023	\$11,344	(\$11,344)
Parks Irrigation Renewal Program 2022/2023	\$5,529	(\$5,529)
Alexandra Suspension Bridge 1722	\$277,978	(\$277,978)
Launceston Waste Centre - Eastern Extension Capping	\$26,945	(\$26,945)
Recreation and Parks Design Program	\$3,798	(\$3,798)
City Wide Play Space Equipment	\$4,670	(\$4,670)
City of Launceston Key and Lock Replacement	\$10,010	(\$10,010)
BAS Building Energy Efficiencies	\$73,651	(\$73,651)
Town Hall and Annexe Refurbishment	\$93,797	(\$93,797)
On Street Parking Machines Upgrade	\$49,640	(\$49,640)
West Tamar Trail Car Park Remediation	\$75,000	(\$75,000)
Forster Street Shared Path	\$15,000	(\$15,000)
Lilydale Pool Building Refurbishments	\$10,895	(\$10,895)
Launceston City Heart St John Street South	\$554,030	(\$554,030)
Launceston City Heart St John Street North	\$80,725	(\$80,725)
Launceston Waste Centre - Eastern Extension	\$309,022	(\$309,022)
TOTAL	\$1,668,431	(\$1,668,431)

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL.10.0.2030.1000.61005	Business Enterprises Admin - Expert Advice	\$28,000	\$28,000	\$0	\$0
CP24453	Invermay Park Upgrades	\$82,432	\$0	\$28,000	\$110,432
	TOTALS	\$110,432	\$28,000	\$28,000	\$110,432

The project scope of works:

Expert advice under the Business Enterprises Admin cost centre remains unspent, with no expenditure predicted this financial year and it has been proposed that this budget cover part of the unfavourable variances on the Invermay Park Upgrades project.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL10.0.2150.1000.16035	Building Surveying - Insurance Recovery Revenue	\$0	\$22,335	\$0	-\$22,335
CP24375	Light Vehicle Purchases 2022/2023	\$347,720	\$0	\$22,335	\$370,055
	TOTALS	\$347,720	\$22,335	\$22,335	\$347,720

The project scope of works:

Fleet asset 9160 has been deemed to be written off by the Council's insurer. Insurance recovery revenue has been received for this incident.

This budget amendment is to recognise the insurance received and to add budget to the capital replacement budget to help fund the replacement vehicle.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OP40106	Planetarium Operations Expenditure	\$7,500	\$2,031	\$0	\$5,469
CP24468	CCN IT Minor Capital Expenditure 2022/2023	\$0	\$0	\$2,031	\$2,031
	TOTALS	\$7,500	\$2,031	\$2,031	\$7,500

The project scope of works:

This budget amendment funds the acquisition of a new laptop and docking station for a member of the Planetarium.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OPM25212	OPM2023 - Russells Plains Farm Access	\$50,213	\$41,609	\$0	\$8,604
CP24475	Launceston Waste Centre - R3/R6 Side Wall Treatment	\$0	\$0	\$41,609	\$41,609
	TOTALS	\$50,213	\$41,609	\$41,609	\$50,213

The project scope of works:

The major operational project for the Russells Plains Farm Access has been completed below budget.

Funds are required for the currently unbudgeted Waste Centre Side Wall Treatment project and it has been identified that the favourable variance on the Russells Plains Farm Access project can be utilised.

This work is to repair damage to the walls of the newly created waste cell.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OP22703	Infrastructure and Engineering Sediment Management	\$338,285	\$200,000	\$0	\$138,285
CP24456	Flood Intelligence System	\$44,885	\$0	\$200,000	\$244,885
	TOTALS	\$383,170	\$200,000	\$200,000	\$383,170

The project scope of works:

The sediment management project is under budget this financial year as there was no sediment raking of the Tamar River.

As a result, it is proposed that the funds are to be transferred to the Flood Intelligence System Project to add monitoring equipment, upgrade existing flood sensors and improve the flood modelling systems used by the Council. This will improve the Council's ability to respond in an emergency.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL.10.0.8050.1000.61005	Community and Place Management - Expert Advice	\$8,000	\$4,538	\$0	\$3,462
OP22697	Community Recovery	\$13,000	\$2,792	\$0	\$10,208

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL.10.0.2030. 1000.61210	Business Enterprises Management - Meetings and Travel	\$2,550	\$648	\$0	\$1,902
GL.10.0.8160. 1000.60205	Communications - Equipment Minor	\$7,500	\$5,427	\$0	\$2,073
CP24386	Community and Place IT Minor Capital Expenditure	\$1,552	\$0	\$13,405	\$14,957
	TOTALS	\$32,602	\$13,405	\$13,405	\$32,602

The project scope of works:

Annual IT minor additions are currently unfunded. Budget has been sourced from favourable variances within areas to cover the acquisition costs.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OP22543	Parks Services River Bend Maintenance	\$391,528	\$15,725	\$0	\$375,803
CP24396	Parks Furniture Program	\$31,260	\$0	\$15,725	\$46,985
	TOTALS	\$422,788	\$15,725	\$15,725	\$422,788

The project scope of works:

As part of the Parks Furniture Program project, there were two Green Infrastructure Canopies purchased for trial at City of Launceston's Nursery. Part of this trial was that funding would be split between Parks Services operations and Recreation and Parks capital projects.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL.10.0.4075. 1000.17160	QVMAG - Exhibitions Income	\$0	\$189,728	\$0	-\$189,728
GL.10.0.4520. 1000.17015	QVMAG - Bookshop Income	-\$280,000	\$78,841	\$0	-\$358,841
CP24468	Creative Arts and Cultural Services Network IT Minor Capital Expenditure 2022/2023	\$2,031	\$0	\$26,501	\$28,532
CP24521	QVMAG Planetarium Show Renewal 2023/2024	\$0	\$0	\$3,731	\$3,731
CP24522	QVMAG Furniture and Equipment Purchases 2022/2023	\$0	\$0	\$31,479	\$31,479

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24573	QVMAG Furniture and Equipment Purchases 2023/2024	\$0	\$0	\$19,305	\$19,305
CP24512	QVMAG ADNATE Commission	\$0	\$0	\$40,000	\$40,000
CP24457	QVMAG Collection Purchases 2022/2023	\$120,000	\$0	\$35,364	\$155,364
CP24454	QVMAG Gallery LED Spotlights	\$152,913	\$0	\$47,280	\$200,193
CP24451	QVMAG Exhibition Interactives	\$15,000	\$0	\$15,000	\$30,000
CP24517	QVMAG Collection Purchases 2023/2024	\$0	\$0	\$49,909	\$49,909
	TOTALS	\$9,944	\$268,569	\$268,569	\$9,944

The project scope of works:

There have been favourable variances in both the Exhibitions and Bookshop income. It is proposed that these favourable variances can be used against the identified capital projects listed in the amendment.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OPM25193	Punchbowl Primary School Crossing	\$37,180	\$5,761	\$0	\$31,419
CP24308	Crowded Places Protection	\$190,000	\$0	\$5,761	\$195,761
	TOTALS	\$227,180	\$5,761	\$5,761	\$227,180

The project scope of works:

As all the projects nominated under Phase 1 of the Local Roads and Community Infrastructure program are now complete, reallocation of budget to cover favourable and unfavourable variances less than \$15k is required. Variations will be lodged with the program provider as part of the annual reporting requirements.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL.10.0.4315.1000.61366	QVMAG Ralph Bequest Expenditure	\$0	\$26,000	\$0	(\$26,000)
CP24457	QVMAG Collection Purchases 2022/2023	\$155,364	\$0	\$26,000	\$181,364
	TOTALS	\$155,364	\$26,000	\$26,000	\$181,364

The project scope of works:

During the 2022/2023 financial year, QVMAG Collection Purchases have been made from the Ralph Bequest funds within the Museum's operational accounts. These purchases have been identified to be capital in nature and have, therefore, been transferred from the Museum's operational accounts to the capital project for capitalisation. This requires a matching budget to be transferred.

Operations to Capital	Operations	Capital
Invermay Park Upgrades	(\$28,000)	\$28,000
Light Vehicle Purchases 2022/2023	(\$22,335)	\$22,335
CCN IT Minor Capital Expenditure 2022/2023	(\$2,031)	\$2,031
Launceston Waste Centre - R3/R6 Side Wall Treatment	(\$41,609)	\$41,609
Flood Intelligence System	(\$200,000)	\$200,000
Community and Place IT Minor Capital Expenditure	(\$13,405)	\$13,405
Parks Furniture Program	(\$15,725)	\$15,725
Creative Arts and Cultural Services Network IT Minor Capital Expenditure 2022/2023	(\$26,501)	\$26,501
QVMAG Planetarium Show Renewal 2023/2024	(\$3,731)	\$3,731
QVMAG Furniture and Equipment Purchases 2022/2023	(\$31,479)	\$31,479
QVMAG Furniture and Equipment Purchases 2023/2024	(\$19,305)	\$19,305
QVMAG ADNATE Commission	(\$40,000)	\$40,000
QVMAG Collection Purchases 2022/2023	(\$61,364)	\$61,364
QVMAG Gallery LED Spotlights	(\$47,280)	\$47,280
QVMAG Exhibition Interactives	(\$15,000)	\$15,000
QVMAG Collection Purchases 2023/2024	(\$49,909)	\$49,909
Punchbowl Primary School Crossing	(\$5,761)	\$5,761
TOTAL	(\$623,435)	\$623,435

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL.10.0.1059.1000.12517	QVMAG Capital Contributions	(\$113,325)	\$13,700	\$0	(\$127,025)
CP24518	QVMAG Butterfly and Insect Cases	\$3,325	\$0	\$3,700	\$7,025
CP24457	QVMAG Collection Purchases 2022/2023	\$181,364	\$0	\$10,000	\$191,364
	TOTALS	\$71,364	\$13,700	\$13,700	\$71,364

The project scope of works:

Recognition of cash contributions towards the butterfly and insect cases and QVMAG Collection purchases.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24460	Lilydale Memorial Hall Floor Replacement	\$150,000	\$35,857	\$0	\$114,143
GL.10.0.1062.1000.12746	Halls - Federal Capital Grants	(\$1,100,000)	\$0	\$35,857	(\$1,064,143)
	TOTALS	(\$950,000)	\$35,857	\$35,857	(\$950,000)

The project scope of works:

As the Lilydale Memorial Hall Floor Replacement Project came in \$35k under budget, the excess grant revenue will be required to be removed. If funds can be utilised on another project, these funds may be re-recognised next financial year.

External Funding	Operations	Capital
QVMAG Butterfly and Insect Cases	(\$3,700)	\$3,700
QVMAG Collection Purchases 2022/2023	(\$10,000)	\$10,000
Lilydale Memorial Hall Floor Replacement	\$35,857	(\$35,857)
TOTAL	\$22,157	(\$22,157)

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24291	Launceston Waste Centre - Eastern Extension Capping	\$712,477	\$647,505	\$0	\$64,972
CP24475	Launceston Waste Centre - R3/R6 Side Wall Treatment	\$41,609	\$0	\$500,000	\$541,609
CP24426	Rural Resheeting Program 2022/2023	\$500,000	\$0	\$147,505	\$647,505
	TOTALS	\$1,254,086	\$647,505	\$647,505	\$1,254,086

The project scope of works:

Works to complete the R3/R6 side wall at the Launceston Waste Centre are expected to require additional budget of \$500,000. Funds are requested to transfer from the Eastern Extension Capping project to funds the budget shortfall on the project.

Costs for the Rural Resheeting Program 2022/2023 have come in over budget, other completed projects have been reviewed for the end of financial year to determine if the shortfall can be managed within overall network projects and it has been determined that a budget transfer is required which will be sourced from the Eastern Extension Capping project.

1(f) The following items have been affected by external funding not received in 2022/2023 that are now expected to be received in 2023/2024:

Project Number	Project Description	External Funds
CP24140	Albert Hall Upgrade	(\$9,800,000)
CP24360	Launceston Aquatic Air Handling Upgrades	(\$870,000)
CP24056	Tennis Centre	(\$2,800,000)
CP24349	Birch Avenue/Churchill Park Facilities Upgrade	(250,000)
CP24143	Reimagining the Cataract Gorge	(\$730,000)
CP23705	Alexandra Suspension Bridge Upgrade	(\$37,022)
CP24358	Duck Reach Engineering Museum Equipment	(\$50,000)
CP24186	Sandown Road Rehabilitation	(\$40,074)
CP24152	Hillside Crescent Pavement Rehabilitation	(\$1,002,948)
CP24441	QVMAG Phenomena Factory Redevelopment	(\$800,000)
	TOTAL	(\$16,380,044)

The project scope of works:

For the projects listed, the Council had budgeted for and expected to receive external funding in 2022/2023. These funds are now expected to be received in 2023/2024, with the budget being updated accordingly in a future Agenda Item.

2. Chief Executive Officer's Report on Adjustments

Pursuant to section 82(6) of the *Local Government Act 1993* (Tas), Council has authorised the General Manager (Chief Executive Officer) to adjust budgets up to \$500,000 so long as the adjustments do not alter revenue, expenditure, borrowings or capital works estimates in total. The Budget Management Policy (12-PI-001), adopted by Council on 13 October 2014, refers to section 82(7) of the *Local Government Act 1993* (Tas) which requires the Chief Executive Officer to report any adjustment and an explanation of the adjustment at the first Ordinary Meeting of the Council following the adjustment.

Project Number	Project Description	Budget Before This Adjustment	Adjustment	Revised Budget	Type of Change
24411	Launceston Aquatic Internal Finishes and Fittings 2022/2023	\$48,254	(\$30,000)	\$18,254	Decrease
24410	Launceston Aquatic Plant and Equipment Renewal 2022/2023	\$58,505	(\$25,000)	\$33,505	Decrease

Project Number	Project Description	Budget Before This Adjustment	Adjustment	Revised Budget	Type of Change
24499	Launceston Aquatic Ultraviolet Treatment	\$0	\$55,000	\$55,000	Increase
24150	UTAS Cool Room Renewal and Asbestos Removal	\$35,000	(\$35,000)	\$0	Decrease
24476	UTAS CCTV Security Upgrades	\$0	\$32,475	\$32,475	Increase
24453	Invermay Park Upgrades	\$110,432	\$2,525	\$112,957	Increase
24005	Launceston Waste Centre - Rising Main Upgrade	\$1,040,000	(\$325,000)	\$715,000	Decrease
24475	Launceston Waste Centre - R3/R6 Side Wall Treatment	\$541,609	\$325,000	\$866,609	Increase
24291	Launceston Waste Centre - Eastern Extension Capping	\$64,972	(\$64,972)	\$0	Decrease
24296	Launceston Waste Centre - Landfill Daily Cover Alternative	\$150,000	\$56,972	\$206,972	Increase
24491	Carr Villa Crematorium Refurbishment Design	\$12,000	\$8,000	\$20,000	Increase
24308	Crowded Places Protection	\$195,761	(\$49,357)	\$146,404	Decrease
24570	Workers Memorial Garden Upgrade	\$0	\$25,000	\$25,000	Increase
24563	City Wide Play Space Equipment	\$0	\$4,000	\$4,000	Increase
24322	First Basin Pool Refurbishment	\$90,000	\$20,357	\$110,357	Increase
	TOTALS	\$2,346,533	\$0	\$2,346,533	

The following capital project adjustments have occurred in the period 1 June to 30 June 2023:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24411	Launceston Aquatic Internal Finishes and Fittings 2022/2023	\$48,254	\$30,000	\$0	\$18,254
24410	Launceston Aquatic Plant and Equipment Renewal 2022/2023	\$58,508	\$25,000	\$0	\$33,505
24499	Launceston Aquatic Ultraviolet Treatment	\$0	\$0	\$55,000	\$55,000
	TOTALS	\$106,762	\$55,000	\$55,000	\$106,759

The project scope of works:

Quotes have been received back for the Launceston Aquatic Ultraviolet Treatment system to install/replace two of the five treatment units.

Budget was set aside on both the Internal Finishes and Fitting and Plant and Equipment Renewal projects to cover for this expenditure and is now proposed to be transferred to the newly created capital project.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24150	UTAS Cool Room Renewal and Asbestos Removal	\$35,000	\$35,000	\$0	\$0
24476	UTAS CCTV Security Upgrades	\$0	\$0	\$32,475	\$32,475
24453	Invermay Park Upgrades	\$110,432	\$0	\$2,525	\$112,957
	TOTALS	\$145,432	\$35,000	\$35,000	\$145,432

The project scope of works:

Quotations for the works on the Function Centre Cool Room works are in excess of budget.

Unfortunately, there is not capacity within the capital budget to deliver this project and therefore, budget is being transferred off on to projects that currently have unfavourable variances to budget.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24005	Launceston Waste Centre - Rising Main Upgrade	\$1,040,000	\$325,000	\$0	\$715,000
24475	Launceston Waste Centre - R3/R6 Side Wall Treatment	\$541,609	\$0	\$325,000	\$866,609
	TOTALS	\$1,581,609	\$325,000	\$325,000	\$1,581,609

The project scope of works:

The Launceston Rising Main Upgrade project has been delivered below budget, with the excess budget required on the Launceston Waste Centre R3/R6 Side Wall Treatment project, which was previously unbudgeted.

This work is to repair damage to the walls of the newly created waste cell.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24291	Launceston Waste Centre - Eastern Extension Capping	\$64,972	\$56,972	\$0	\$8,000
24296	Launceston Waste Centre - Landfill Daily Cover Alternative	\$150,000	\$0	\$56,972	\$206,972
	TOTALS	\$214,972	\$56,972	\$56,972	\$214,972

The project scope of works:

The Eastern Extension area of the landfill was full, and in line with the Council's Environmental Protection Notice required capping and rehabilitation.

However, in the past 12 months it has been identified some preferential settlement creates additional capacity for placement of more waste before closure. This means the funds for capping this are not required until 2025.

This enables funds to be reallocated to balance the additional costs incurred on the capital project for the Landfill Daily Cover Alternative.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24291	Launceston Waste Centre - Eastern Extension Capping	\$8,000	\$8,000	\$0	\$0
24491	Carr Villa Crematorium Refurbishment Design	\$12,000	\$0	\$8,000	\$20,000
	TOTALS	\$20,000	\$8,000	\$8,000	\$20,000

The project scope of works:

The Eastern Extension area of the landfill was full, and in line with the Council's Environmental Protection Notice required capping and rehabilitation.

However, in the past 12 months it has been identified some preferential settlement creates additional capacity for placement of more waste before closure. This means the funds for capping this are not required until 2025. Design work has been completed on this project.

This enables funds to be reallocated to balance the additional costs required on the capital project for the Carr Villa Crematorium Refurbishment Design. After discussions with the supplier, it has been identified that a further \$8k is required for works.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24308	Crowded Places Protection	\$195,761	\$49,357	\$0	\$146,404
24570	Workers Memorial Garden Upgrade	\$0	\$0	\$25,000	\$25,000
24563	City Wide Play Space Equipment	\$0	\$0	\$4,000	\$4,000
24322	First Basin Pool Refurbishment	\$90,000	\$0	\$20,357	\$110,357
	TOTALS	\$285,761	\$49,357	\$49,357	\$285,761

The project scope of works:

The Crowded Places Protection project has been completed for less than the allocated budget, this allows for additional works to be carried out on the City-Wide Play Space Equipment project and First Basin Pool Refurbishment project, allowing the Council to meet the election commitment to provide the project management to the upgrade of the Workers Memorial Garden.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

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

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
5. To maintain a financially sustainable organisation.

BUDGET AND FINANCIAL ASPECTS:

As per the report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

15.2. Lease - 14 Station Road, St Leonards (Soldiers Memorial Hall) - Launceston Racing Pigeon Society Incorporated

FILE NO: SF0901/SF0382/SF2967

AUTHOR: Michelle Grey (Lease and Licensing Officer)

ACTING GENERAL MANAGER APPROVAL: Leanne Purchase (Organisational Services Network)

DECISION STATEMENT:

To consider leasing Soldiers Memorial Hall at 14 Station Road, St Leonards (part of CT48389 Folio 6) to the Launceston Racing Pigeon Society Incorporated.

This decision requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 25 August 2022 - Agenda Item 17.1 - Lease - Launceston Racing Pigeon Society Incorporated

Council - 12 June 2021 - Agenda Item 17.2 - Lease Launceston Racing Pigeon Society Incorporated

RECOMMENDATION:

That Council:

1. by absolute majority, pursuant to section 179 of the *Local Government Act 1993 (Tas)* agrees to lease two rooms at the Soldiers Memorial Hall (part of CT48389 Folio 6), to the Launceston Racing Pigeon Society Incorporated within the confines of the plan below and further detailed at Recommendation 2:



2. authorises the Chief Executive Officer to enter into a formal lease under the following terms:
 - (a) the term shall be five years commencing on 1 July 2023;
 - (b) the commencing rent shall be \$323.96 per annum based on 182 fee units
 - (c) tenant to be responsible for all outgoing costs such as:
 - i. energy costs;
 - ii. volumetric usage and service charges for water;
 - iii. fire service checks;
 - iv. security monitoring fees; and
 - v. all other service fees and charges associated with maintenance of the building.
 - (d) tenant shall continuously maintain:
 - i. contents insurance
 - ii. public liability insurance of at least \$20 million.
 - (e) the lease is limited to one large room and one small room within the building, as currently utilised by the Launceston Racing Pigeon Society Incorporated, together with a non-exclusive licence to utilise the kitchen and carpark as required.
 - (f) the exact dimensions of land to be leased and all remaining terms to be determined by the Chief Executive Officer.
 3. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the lease.
 4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas).
-

REPORT:

The Launceston Racing Pigeon Society Incorporated (LRPS) was based at St Leonards Picnic Grounds from 1991 until 2022 and is a not for profit organisation. The current lease is held for the old kiosk building, however, the tenant was required to vacate the building due to flood damage.

The Council's Officers relocated the tenant to Soldiers Memorial Hall (the Hall). In recent discussions the tenant has expressed the desire to lease Soldiers Memorial Hall. In fact, the LRPS thought a lease was already in place.

The Council's Officers attended on site with a representative of the proposed lessee, to discuss how best the property can be used.

The proposed lessee uses two rooms - a large room in which bird boxes and other equipment are stored, and a small room in which bird food is stored. The large room has direct access to an undercover area where boxes can be transferred to and from vehicles.

Meetings of the LRPS occur in the kitchen on Mondays and Wednesdays and the Hall itself is not used. The proposed lessee has three trailers in the car park behind the building, which they would like to store.

Since the proposed lessee does not use the Hall, it is recommended to place it on the Council's list for hire.

It is proposed to grant a lease to the proposed lessee, for the two rooms currently used, together with a licence to enable meetings to be held in the kitchen and trailers to remain in the car park.

It is recommended that the Council offers a five year community lease pursuant to the Council's Lease and Licencing Policy, with a fee unit rent applied and the tenant to cover all charges in respect of power, water charges, contents insurance plus public liability insurance.

Section 178 of the *Local Government Act 1993* (Tas) requires that the leases of public land that exceed five years be advertised. Given that this lease does not exceed five years, public notice is not required.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Leasing the building to the club will have a positive social impact as it will provide increased security of tenancy and continuous use of the building.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

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

Focus Areas:

1. To provide for the health, safety and welfare of the community.

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

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

Focus Areas:

2. To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.

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

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

Focus Areas:

5. To promote and support active and healthy lifestyles of our community.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

15.3. Lease - 240 St Leonards Road, St Leonards (Part of the St Leonards Sports Centre) - Northern Tasmanian Croquet Centre Inc.

FILE NO: SF0892

AUTHOR: Michelle Grey (Lease and Licensing Officer)

ACTING GENERAL MANAGER APPROVAL: Leanne Purchase (Organisational Services Network)

DECISION STATEMENT:

To consider leasing an area of land situated at 240 St Leonards Road, St Leonards, known as the St Leonards Sports Centre, to the Northern Tasmanian Croquet Centre Incorporated.

This decision requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 23 April 2018 - Agenda Item 18.3 - Lease - Northern Tasmanian Croquet Centre Incorporated

RECOMMENDATION:

That Council:

1. by absolute majority, in accordance with section 179 of the *Local Government Act 1993 (Tas)*, agrees to lease part of St Leonards Sports Centre to the Northern Tasmanian Croquet Centre Incorporated (CT229700/1) as indicated on the plan below:



2. authorises the Chief Executive Officer to enter into a formal lease under the following terms:
 - (a) the term shall be five years commencing on 1 July 2023;
 - (b) the commencing rent shall be \$323.96 per annum based on 182 fee units;
 - (c) tenant to be responsible for all outgoing costs such as:
 - i energy costs;
 - ii volumetric usage and service charges for water;
 - iii fire service checks;
 - iv security monitoring fees; and
 - v all other service fees and charges associated with maintenance of the building.
 - (d) tenant shall continuously maintain:
 - i. contents insurance
 - ii. public liability insurance of at least \$20 million.
 - (e) the exact dimensions of land to be leased and all remaining terms to be determined by the Chief Executive Officer.
 3. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the lease.
 4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas).
-

REPORT:

The Northern Tasmanian Croquet Centre Incorporated (NTCC) was developed to enable national championships and tournaments to be held here in Launceston. Six lawns were established and developed during 2012 using largely funding provided by the Council of \$132,000 and an additional \$34,000 grant funding from Sport and Recreation. Since then the NTCC has hosted local, regional, State and national competitions and in 2017 hosted the Trans-National Competition between New Zealand and Australia. The NTCC attracts these kinds of events because of its ability to host a large number of players.

The NTCC is part of the St Leonards multi sports complex, with the most recent lease expiring on 30 June 2023. To date the NTCC have been model tenants paying for all outgoings such as water and electricity usage and looking after the property.

Representatives from the NTCC met with the author and advised that the property is used virtually every day, hosting residential, other local clubs, school and disability groups. Representatives indicated the NTCC has eight full size croquet lawns, the best facility in Tasmania, with the potential for large tournaments. The NTCC is currently submitting an Expression of Interest to host a World Cup in 2025. The NTCC is enthusiastic about continuing to lease the property and work hard to attract big croquet events.

Section 179 of the *Local Government Act 1993* (Tas) provides that the Council may lease public land for a period not exceeding five years without requiring the need for advertising.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

There is a positive social impact with this proposal as it will allow a popular sport to continue to grow at the site.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

2. To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.

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

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

Focus Areas:

5. To promote and support active and healthy lifestyles of our community.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

16. CHIEF EXECUTIVE OFFICER NETWORK

16.1. Appointment of Deputy Mayor

FILE NO: SF0144/SF7544

AUTHOR: Kelsey Hartland (Team Leader Governance)

CHIEF EXECUTIVE OFFICER APPROVAL: Michael Stretton

DECISION STATEMENT:

To appoint a Deputy Mayor through a ballot process.

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

Council - 1 June 2023 - Agenda Item Number 19.1 - Appointment of Acting Deputy Mayor

RECOMMENDATION:

That Council, pursuant to:

1. section 5(3) of the *Local Government (General) Regulations 2015* appoints Councillor *[Name to be determined]*, who is not a candidate for Deputy Mayor, to preside at the meeting for the period of the ballot.
 2. section 44(5) of the *Local Government Act 1993 (Tas)*, appoints Councillor *[Name to be determined]* as Deputy Mayor for the remainder of the current term of office.
-

REPORT:

Following the election of Matthew Garwood as Mayor, the office of Deputy Mayor needs to be filled for the remainder of the term pursuant to section 44 of the *Local Government Act 1993 (Tas)* (the Act) and part 2 of the *Local Government (General) Regulations 2015* (the Regulations).

A Notice of Election was issued to Councillors by the Chief Executive Officer on Thursday, 20 July 2023 noting the following timeline for the election process, pursuant to section 4(1) of the Regulations:

Nominations open	9am Friday, 21 July 2023
Nominations close	12noon Wednesday, 26 July 2023
Nomination announced	2pm Wednesday, 26 July 2023
Ballot material provided	At Council Meeting Thursday, 27 July 2023
Voting	At Council Meeting Thursday, 27 July 2023

Nominations

Councillor nominations for the position of Deputy Mayor opened at 9am Friday, 21 July 2023 and will close at 12 noon on Wednesday, 26 July 2023. Councillors who wish to nominate as a candidate for Deputy Mayor must complete and return a nomination form to the Chief Executive Officer by the close of the nomination period. Late nominations are not permitted.

Pursuant to section 4 of the Regulations, the details of candidates will be kept confidential until after the close of the nomination period, when the candidates' names will be released. If only one nomination is received, then a ballot is not required.

Ballots

If there are two or more nominations a ballot will be conducted in line with the section 5 of the Regulations. Candidates who wish to have a scrutineer present must notify the Chief Executive Officer of the person's name in writing before the ballot commences.

During the Meeting and prior to the vote, Councillors who nominate for the position of Deputy Mayor will be afforded an opportunity to speak for up to two minutes.

Under section 5(3) of the Regulations Council needs to appoint a Councillor, who is not a candidate, to preside at the meeting for the period of the ballot. If Councillors are agreeable that the Mayor presides over the ballot, then Recommendation 1. can be updated to reflect this and put to the vote. If other Councillors would like to nominate, Standing Orders may be suspended in order for Councillor nominations to be received and a vote undertaken. Once standing orders are resumed, Recommendation 1. can be updated to reflect the outcome of the vote. The Councillor who presides at the ballot is still eligible to vote as a Councillor.

Voting

It is respectfully requested that standing orders are suspended to allow a secret ballot to occur, pursuant to section 6 of the Regulations.

Councillors will be asked to strike out the names of the candidates they are not voting for, leaving only the name of their preferred candidate.

A Councillor can only be appointed as Deputy Mayor by a simple majority vote. Where no candidate receives a simple majority, the candidate with the smallest number of votes is excluded and new ballot papers are prepared and distributed to all Councillors to vote again. This process is repeated until one Councillor reaches a simple majority.

Counting of votes

Votes can be counted in a room other than the Council Chambers. A scrutineer is entitled to be present at the count.

On any count where two candidates receive the equal, lowest number of votes, the candidate to be excluded will be determined by drawing lots, as detailed in section 20 of the Regulations.

If there are two remaining candidates and there is a tied vote, a new ballot is to be conducted. If the result are equal for the second vote, the successful candidate will be determined by drawing lots.

The Chief Executive Officer will declare the result at the Meeting and Recommendation 2. will be updated to reflect the name of the new Deputy Mayor for the remainder of the term of office.

RISK IMPLICATIONS:

Appointing a Deputy Mayor through a nomination and ballot process is a transparent way of filling the vacancy. It reduces the governance and reputational risks associated with the role of Mayor not being deputised during meetings and for absences of any period, from a business continuity perspective.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

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

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

17. CLOSED COUNCIL

This decision requires an absolute majority of Council

RECOMMENDATION:

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

17.1 Confirmation of the Minutes

Regulation 35(6) of the *Local Government (Meeting Procedures) Regulations 2015* states that at the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

17.2 Lease 240A St Leonards Road, St Leonards - St Leonards Cottage

Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015* states that a part of a meeting may be closed to the public to discuss:

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

17.3 Hearing of Petition to Amend Sealed Plan 19533 - 304-308 Penquite Road, Norwood

Regulation 15(2) of the *Local Government (Meeting Procedures) Regulations 2015* states that a part of a meeting may be closed to the public to discuss:

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

17.4 End of Closed Session

To be determined in Closed Council.

18. MEETING CLOSURE

19. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 1.00pm on 10 August 2023 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.