



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 25 JULY 2024
1.00PM**

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

Date: 25 July 2024

Time: 1.00pm

Certificate of Qualified Advice

Background

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

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

Certification

I certify that:

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



**Sam Johnson OAM
Chief Executive Officer**

AUDIO of COUNCIL MEETINGS

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

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

PUBLIC QUESTION TIME - AGENDA ITEM 8

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

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

PUBLIC COMMENT ON AGENDA ITEMS

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

Please note the following important information:

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

Your respectful contribution is welcome and appreciated.

LEGISLATIVE TERMINOLOGY - GENERAL MANAGER

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

ORDER OF BUSINESS

1. OPENING OF MEETING - ATTENDANCE AND APOLOGIES.....	8
2. MAYORAL ACKNOWLEDGEMENTS	8
3. DECLARATIONS OF INTEREST	8
4. CONFIRMATION OF MINUTES.....	8
5. COUNCIL WORKSHOPS	9
5.1. Council Workshops Report - 11 July 2024 to 18 July 2024	9
6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS	11
7. COMMUNITY REPORTS	12
8. PUBLIC QUESTION TIME	13
8.1. Public Questions on Notice.....	13
8.1.1. Public Questions on Notice - Margaret Rich - Building Maintenance - Dogs Home of Tasmania, Mowbray - 5 July 2024	13
8.1.2. Public Questions on Notice - Ian Lyttle - Anti-Social Behaviour in the Central Business District - 6 July 2024.....	14
8.1.3. Public Questions on Notice - Rodney Jesson - Strata: Awning Protrusion into Quadrant Mall - 11 July 2024.....	15
8.1.4. Public Questions on Notice - Robin Smith - Permitted use for Activities in Civic Areas, and City Heart Stage 2 - 11 July 2024.....	16
8.1.5. Public Questions on Notice - Ray Norman - QVMAG Financial Reporting and Metrics Data, and Resource Recovery - 17 July 2024	17
8.1.6. Public Questions on Notice - Robin Smith - Graffiti Removal, Clock in Brisbane Street Mall and, Thylacine Statues - 17 July 2024	19
8.2. Public Questions Without Notice.....	21
9. PETITIONS.....	22
10. DEPUTATIONS	22
11. PLANNING AUTHORITY	23
11.1. DA0166/2024 - 36 Watchorn Street South Launceston with Shared Access with 35-37 Watchorn Street - Business and Professional Services - Change	

of Use to Offices, Partial Demolition, and Construction of Alterations and Additions to a Building	23
12. ANNOUNCEMENTS BY THE MAYOR.....	34
12.1. Mayor's Announcements.....	34
13. COUNCILLORS' REPORTS	35
14. QUESTIONS BY COUNCILLORS	36
14.1. Councillors' Questions on Notice.....	36
14.1.1. Councillors Questions on Notice - Councillor D C Gibson - Albert Hall Reopening - 11 July 2024.....	36
14.1.2. Councillors Questions on Notice - Councillor D C Gibson - Notice of Motion 10 March 2022 - Windermere/Swan Bay Roads - 11 July 2024	37
14.2. Councillors' Questions Without Notice.....	38
15. NOTICES OF MOTION	39
15.1. Notice of Motion - Tamar Valley Peace Festival Funding - Councillor D C Gibson	39
16. COMMITTEE REPORTS	43
16.1. Heritage Advisory Committee Meeting - 19 June 2024.....	43
16.2. Cultural Advisory Committee Report	45
17. COMMUNITY AND PLACE NETWORK	47
17.1. Customer Service Charter 2024	47
17.2. 213-215 & 217-229 Wellington Street, Launceston - Request to Waive Planning Permit Fees.....	56
18. CREATIVE ARTS AND CULTURAL SERVICES NETWORK.....	61
19. INFRASTRUCTURE AND ASSETS NETWORK.....	62
19.1. Princess Theatre - Conservation Management Plan - Endorsement	62
20. ORGANISATIONAL SERVICES NETWORK	64
20.1. Determination Report - Code of Conduct Complaint - Councillor J J Pentridge.....	64

20.2. Northern Tasmania Netball Association	66
20.3. Lease - South Launceston Football Club.....	70
20.4. 2023/2024 Budget - Budget Amendments.....	74
20.5. 2024/2025 Budget - Budget Amendments.....	89
20.6. Councillor Professional Development - Online Learning Module Participation Report to June 2024	93
20.7. Local Government Association of Tasmania - Voting Directions for Annual General Meeting and General Meeting 26 July 2024.....	96
21. CHIEF EXECUTIVE OFFICER NETWORK	101
22. LATE ITEMS	101
23. CLOSED COUNCIL	102
23.1. Confirmation of the Minutes.....	102
23.2. Tender - Forster St Cycle Way - CD013/2024.....	102
23.3. Councillor's Leave of Absence	102
23.4. Punchbowl Cottage Lease.....	102
23.5. End of Closed Session	102
24. MEETING CLOSURE.....	103
25. NEXT COUNCIL MEETING DATE.....	103

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 11 July 2024 be confirmed as a true and correct record.

5. COUNCIL WORKSHOPS

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

5.1. Council Workshops Report - 11 July 2024 to 18 July 2024

FILE NO: SF4401

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Louise Foster (General Manager 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 11 July 2024:

Design Centre Briefing

Councillors received a briefing on the Design Centre.

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

Apologies: Councillor Prof G Razay and Councillor A J Palmer

2. Workshop conducted on 18 July 2024:

Visit Northern Tasmania

Tracey Mallett (Chief Executive Officer, Visit Northern Tasmania) presented on tourism activities undertaken across the region along with specific activities relevant to the Launceston municipality for the 2023/2024 financial year.

Update - Redevelopment of 118-122 and 124 Brisbane Street

Councillors received a progress update on the redevelopment of 118-122 and 124 Brisbane Street.

Princess Theatre Project Update and Development Application Preview

Councillors received an update regarding the Princess Theatre and Earl Arts Centre Project.

Infrastructure for People Experiencing Homelessness

Councillors had a discussion about options for infrastructure to support people experiencing homelessness.

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

Apologies: Councillor A J Britton

REPORT:

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

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS

Councillors' Leave of Absence Applications will be considered in Closed Council at Agenda Item 23.3 - Councillors' Leave of Absence.

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)

8.1.1. Public Questions on Notice - Margaret Rich - Building Maintenance - Dogs Home of Tasmania, Mowbray - 5 July 2024

FILE NO: SF6381

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 5 July 2024 by Margaret Rich, has been answered by Georgia Strickland (Building Asset Project Officer).

Questions:

1. As the Dogs Home leases these premises from the Council is it not the Council's responsibility to maintain them?

Response:

In recent months, the Building Assets and Investigations Team have made considerable investments into maintenance at the Dogs Home of Tasmania site, including upgrades to heating in the administration building and re-fencing of exercise yards, among other items. The City of Launceston is continuing to work closely with the staff at the Dogs Home to identify other areas for improvement and to plan ongoing maintenance works. Under the lease arrangement maintenance of the site is shared between the tenant and the City of Launceston.

ATTACHMENTS:

8.1.1.1 - Public Questions on Notice - Margaret Rich - Dog's Home of Tasmania, Mowbray - 5 July 2024 - Redacted

8.1.2. Public Questions on Notice - Ian Lyttle - Anti-Social Behaviour in the Central Business District - 6 July 2024

FILE NO: SF6381

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 6 July 2024 by Ian Lyttle, has been answered by Erica Deegan (*Manager Infrastructure and Engineering*).

Questions:

1. As the local government representatives for Launceston, what is being done to tackle anti-social behaviour on Friday, Saturday and Sunday nights in respect to repeated 'hooning' around the Central Business District and noise pollution until at times, 4.00am. What initiatives and strategies are in place to deal with this issue and how will the local government deal with this going forwards?

Response:

Anti-social behaviour as outlined in the question is a policing matter and should be referred to Tasmania Police.

The City of Launceston have implemented a number of traffic calming initiatives throughout the Central Business District (CBD); most recently speed limit changes in 2023 to reduce the speed limit in the CBD from 50 km/h, to 40 km/h and remain committed to improving the liveability of our CBD.

ATTACHMENTS:

8.1.2.1 - Public Questions on Notice - Ian Lyttle - Anti Social Behaviour in the CBD, Friday, Saturday and Sunday Nights - Redacted

8.1.3. Public Questions on Notice - Rodney Jesson - Strata: Awning Protrusion into Quadrant Mall - 11 July 2024

FILE NO: SF6381

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 11 July 2024 by Rodney Jesson, has been answered by Louise Forster (General Manager Organisational Services Network).

Questions:

1. I am a small business owner who recently moved into the Quadrant Mall (also known as Bookmakers Lane). The final part of my project requires a strata as there is an awning that overhangs into the Quadrant which is a public road, and this needs to be permitted by Council before the Strata can be granted. An application was lodged in March and correspondence from Council, indicated this matter would be presented to Council today however inspection of the Agenda indicates it is still outstanding. Why has the matter not been brought to Council today?

Response:

Council officers have workshopped the approach to protrusions with elected representatives. Following requests for additional information regarding the legislative framework and potential implications, Councillors will receive a further briefing at workshop on 25 July 2024 and the item will be part of the formal agenda for the Council meeting to be held on 8 August 2024.

8.1.4. Public Questions on Notice - Robin Smith - Permitted Use for Activities in Civic Areas, and City Heart Stage 2 - 11 July 2024

FILE NO: SF6381

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 11 July 2024 by Robin Smith, have been answered by Leanne Purchase (Manager Governance) and Shane Eberhardt (General Manager Infrastructure and Assets Network).

Questions:

1. How would you vote on a motion to have the activities of boycotting, protesting, divesting or sanctioning of a business or industry as a 'not permitted use' on permits for activities that take place in an area council issues permits to conduct an activity?

Response:

The Council welcomes motions that are lawful and otherwise in accordance with the requirements of the Local Government (Meeting Procedures) Regulations 2015. Each Councillor will make a decision on the matter before the Council at that time.

2. Can I be clear with the question that I asked at the last council meeting that it was Metro Tasmania as a bus operator who gave their preference for on-street bus stops on city streets rather than a central interchange or termini given their experience with anti-social behaviour at Glenorchy and Rosny bus interchanges?

Response:

The Tasmanian Government provide bus services and we note that a commitment was made during the 2024 election regarding investment in improved bus stops/interchange for Launceston. Council will work with the State on this investment to ensure matters such as antisocial behaviour and improved services can be provided.

ATTACHMENTS:

8.1.4.1 - Public Question on Notice - Robin Smith - Permitted Use Additional Condition of Use in Public Space - Received 11 July 2024_Redacted

8.1.4.2 - Public Question on Notice - Robin Smith - City Heart Stage 2 - Received 11 July 2024_Redacted

8.1.5. Public Questions on Notice - Ray Norman - QVMAG Financial Reporting and Metrics Data, and Resource Recovery - 17 July 2024

FILE NO: SF6381

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 17 July 2024 by Ray Norman, have been answered by Shane Fitzgerald (General Manager Creative Arts and Cultural Services), and Shane Eberhardt (General Manager Infrastructure and Assets Network).

Questions:

1. Given the backgrounding set out in the context to this question, will Councillors now ensure that the QVMAG places on the record quarterly line item financial progress reports that clearly demonstrate that the operation is expending ratepayers' and taxpayers' funds for the purpose for which they are intended and in a timely way?

Response:

The administration cannot speak on behalf of Councillors. We encourage you to refer to all previous answers relating to this matter.

2. Will Council publish the QVMAG's metrics now and on a quarterly basis until the operation transitions to a Company Limited by Guarantee (CLG) and after that require that QVMAG CLG reports its metrics quarterly as a condition of ongoing recurrent funding in open competition with other operations?

Response:

QVMAG will continue to report in accordance with its adopted governance framework. We encourage you to refer to all previous answers relating to this matter.

3. Will Council NOW take immediate steps to ensure the appointment of a qualified Convenor with the expertise and skill sets to:
 1. Initiate an Entrepreneurial Citizens Resource Recovery Cooperative; and
 2. Facilitate a Citizen Forum and Publication to advance the cause of resource recovery from the region's so-called 'waste stream'; and
 3. Accordingly, proactively seek funding to advance research – academic and citizen researchers – in the area of localised resource recovery; and
 4. Put in place proof of concept projects that engage with activists and community groups across the region

Response:

As previously advised, Council will continue to deliver its endorsed Sustainability Action Plan and participate in Circular North.

ATTACHMENTS:

8.1.5.1 - Public Questions on Notice - Ray Norman - Received 17 July 2024_Redacted

8.1.6. Public Questions on Notice - Robin Smith - Graffiti Removal, Clock in Brisbane Street Mall and, Thylacine Statues - 17 July 2024

FILE NO: SF6381

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 17 July 2024 by Robin Smith, have been answered by Leanne Purchase (Manager Governance), Maree Morrison (Insurance Officer) and Trevor Clarke (Team Leader Recreation and Parks).

Questions:

1. Would council consider again removing the graffiti vandalism from the outside rear of 118-123 Brisbane Street Mall (Birchalls building)?

Response:

A customer service request has been raised.

2. I raised the matter of the clock in the Brisbane Street Mall at a council meeting earlier this year (22 February [item 8.2.1]) having placed a service request, yet, without it being fixed. I did receive a reply 18th July 2022 and since that time there had been a succession of follow-ups but it is still behind. Over the last few years since first writing it has run out to being now over 10 hours slow. Can I ask the same question as I did in 8.2.1 please?

Response:

A customer service request has been raised.

3. Do I take it that with the installation of the bronze Thylacine statues on raised plinths or platforms (in Civic Square) that there have been no reports of trips or falls to the ground since?

Response:

Records demonstrate that there has been no reports of trips or falls related to the installation of the Thylacines in Civic Square.

4. I am looking at bringing a motion to council to have some of the bronze Thylacines returned to the Brisbane St. and installed in this less problematic method. Would council have any objection to such a proposal?

Response:

The Council welcomes motions that are lawful and otherwise in accordance with the requirements of the Local Government (Meeting Procedures) Regulations 2015. Each Councillor will make a decision on the matter before the Council at that time.

ATTACHMENTS:

- 8.1.6.1 - Public Question on Notice - Robin Smith - Graffiti Removal - Received 17 July 2024_Redacted
- 8.1.6.2 - Public Question on Notice 2 - Robin Smith - Clock in Brisbane Street Mall - Received 17 July 2024_Redacted
- 8.1.6.3 - Public Question on Notice 3 & 4 - Robin Smith - Thylacines - Received 17 July 2024_Redacted

8.2. Public Questions Without Notice

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

9. PETITIONS

No Petitions have been identified as part of this Agenda

10. DEPUTATIONS

No Deputations have been identified as part of this Agenda

11. 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.

11.1. DA0166/2024 - 36 Watchorn Street South Launceston with Shared Access with 35-37 Watchorn Street - Business and Professional Services - Change of Use to Offices, Partial Demolition, and Construction of Alterations and Additions to a Building

FILE NO: DA0166/2024

AUTHOR: Dileep Karna, (Town Planner)

APPROVER: Chelsea Van Riet (General Manager Community and Place Network)

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant:	Design Intent Architecture + Management
Property:	36 Watchorn Street and 35-37 Watchorn Street, South Launceston
Zoning:	Commercial, Low Density Residential
Receipt Date:	18/04/2024
Validity Date:	13/06/2024
Further Information Request:	17/05/2024
Further Information Received:	13/06/2024
Deemed Approval:	25/07/2024
Representations:	5

RELEVANT LEGISLATION:

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

STANDARDS REQUIRING PLANNING DISCRETION:

17.3.3 - Discretionary uses
C2.5.3 - Motorcycle parking numbers

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 for DA0166/2024 Business and Professional Services - Change of use to offices, partial demolition, and construction of alterations and additions to a building at 36 Watchorn Street with shared access over 35-37 Watchorn Street, South Launceston subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a. Cover Page, Prepared by Design Intent, Page No 1.
- b. Site Plan, Prepared by Design Intent, Drawing No. A001, Revision No. 02, Dated 12/06/2024
- c. Lower Ground Demolition Plan, Prepared by Design Intent, Drawing No. A100, Revision No. 02, Dated 12/06/2024
- d. Ground Floor Demolition Plan, Prepared by Design Intent, Drawing No. A101, Revision No. 02, Dated 12/06/2024
- e. Upper Floor Demolition Plan, Prepared by Design Intent, Drawing No. A102, Revision No. 02, Dated 12/06/2024
- f. Lower Ground Floor Plan, Prepared by Design Intent, Drawing No. A103, Revision No. 02, Dated 12/06/2024
- g. Ground Floor Plan, Prepared by Design Intent, Drawing No. A104, Revision No. 02, Dated 12/06/2024
- h. Upper Floor Plan, Prepared by Design Intent, Drawing No. A105, Revision No. 02, Dated 12/06/2024
- i. Elevations, Prepared by Design Intent, Drawing No. A200, Revision No. 02, Dated 12/06/2024
- j. Planning Report, Prepared by Design Intent, Project No. 220059, Page No 10 - 15, Dated 16/04/2024

2. PLANT EQUIPMENT

Roof top mechanical plant and service infrastructure must be contained within the roof or screened from public spaces and adjoining properties.

Other mechanical plant, such as heat pumps, air conditioning units, switchboards, hot water units and the like must be screened from the street and other public spaces.

3. LOADING AND UNLOADING

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

- a. 7:00am and 9:00pm Monday to Saturday.
- b. 8:00am and 9:00pm Sunday and Public Holidays.

4. LEGAL TITLE

All development and use associated with the proposal must be confined to the legal title of the subject land.

5. USE LIMITATION

The car parking has been assessed using the calculation of one space per 40sqm of floor area of the building for office use. Note: In the event that a future use generates the need for additional car parking spaces, further planning approval may be required.

6. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2024/00603-LCC, dated 13/06/2024 and attached to the permit.

7. BUSINESS HOURS

The operation of the proposed office use within tenancies 1, 3, 4 and 5 must be confined to:

- a. 7:00am and 9:00pm Monday to Saturday.
- b. 8:00am and 9:00pm Sunday and Public Holidays.

Tenancy 2 will be used by the existing business (SCA), which will operate within the existing hours.

8. 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 - 7 am to 6 pm; and
 - ii. Saturday - 8 am to 6 pm.
- b) Notwithstanding the above paragraph, construction activities must not be carried out on public holidays that are observed state-wide (Easter Tuesday excepted).

9. 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.

10. DAMAGE TO COUNCIL INFRASTRUCTURE

The developer is liable for all costs associated with the repair of damage to Council 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 Council 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.

11. 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 & 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.

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). The payment of the scheduled Occupation Fee (comprising a minimum base fee and a square metre weekly rate) is required prior to the occupation commencing. No occupation of the road reserve is permitted without approval.

14. AMENITY - COMMERCIAL/INDUSTRIAL USE

The construction phase and on-going use on this site must not adversely affect the amenity of the neighbouring properties and the general locality by reason of the processes carried on; the transportation of materials, goods or commodities to or from the subject land; the works or materials; the emission of noise, artificial light, vibration, odour, smoke, dust, waste water, waste products, oil or any other source of nuisance.

15. BUILDING ACT 2016 REQUIREMENTS

Prior to acting on this permit, it is recommended that an architect, a licensed building practitioner such as a building surveyor or a building designer be consulted to determine the requirements for any associated building, plumbing or demolition work under the Building Act 2016.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0166/2024. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

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

The permit lapses after a period of two (2) 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 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 & Administrative Tribunal (TASCAT).

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

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

D. Permit Commencement.

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

E. No Approval for alterations to Driveway Crossover

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

F. Protection of Sculpted Mural

It is recommended that the existing Stephen Walker sculpted mural be retained on-site, until a suitable alternative location is determined in the future.

G. Signage

Separate approval may be required for any signage proposed on the site.

REPORT:

1. THE PROPOSAL

The application proposes alterations to the premises to allow a change of use for part of the building, allowing for a broader range of business activities.

Most of the internal walls will be removed, except for a section on the ground floor to allow the TV network to continue operating during the renovation. Additionally, a portion of the building which extends over the ground and upper level, designated as future Tenancies 2 and 4, and previously part of the studios, will be demolished. The satellite dishes located at the north-eastern corner of the building will also be removed.

The current floor space at the subject site is approximately 2924sqm and the redevelopment of the space will result in five separate tenancies.

Tenancy	Floor level	Floor area
1	Lower ground	506.78m ²
2	Ground	714.85m ²
3	Ground	313.23m ²
4	Ground	684.95m ²
5	Upper ground	304.27m ²

Externally, the development includes replacing existing window and door frames, renewing the cladding on all elevations except the western elevation, creating a new ground floor access off the western elevation for future Tenancy 5, and adding a ramp and new stairway to the main entrance on the northern elevation. Ground level windows along the northern elevation will also be fitted with shade screens.

Pathways are proposed around the northern portion of the building, extending along parts of the western and eastern elevations. Additionally, three new car parking spaces will be created adjacent to the eastern entrance to the lower ground floor of Tenancy 1, replacing an existing garden area, which will be relocated to the south.

The final tenants are yet to be determined. While the use class accommodates a variety of office types, a separate application will be required for specific uses, such as medical centre or consulting rooms, due to different parking requirements. A total of 95 spaces will be available (92 existing plus three new spaces).

2. LOCATION AND NEIGHBOURHOOD CHARACTER



36 Watchorn Street and 35-37 Watchorn Street, South Launceston (not to scale)

The site is located between the City and Kings Meadows off the eastern side of Talbot Road and between McKellar Road and Wellington Street. The site is situated within Commercial Zone and Low Density Residential Zone and has a site area of approximately 18610sqm and is irregular shape.

Access to the site is subject to reciprocal rights with 35-37 Watchorn St which is owned by the Crown and developed and used as a child care centre.

Uses in the immediate area are mixed. While predominantly residential land to the north-west, the corner of McKellar Road and Talbot Road is zoned Light Industrial and is used for a variety of light industrial/service type uses.

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	The application is not heritage listed, however discussions have been held with Council's Heritage Officer given the nature of the representations. The external sculpture on the building facade was noted and is being retained at this stage. The applicants have been in discussion with the sculpturers family.
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 2024/00603 - LCC
State Growth	N/A
TasFire	N/A
Tas Heritage Council	The site is being considered for listing, but this is ongoing. The following comment has been received: <i>"At its most recent meeting, the Tasmanian Heritage Council agreed that the nomination progress to owner consultation.</i> <i>At this stage, no decision has been made regarding the nomination and therefore, there is no statutory capacity for the Heritage Council to involve itself in the current permit application."</i>
Crown Land	Consent has been given for the application to be lodged given the reciprocal ROW access to the site.
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 19 June 2024 to 3 July 2024. Five (5) representations were received. The issues raised are summarised in the following table. All representations received for this application were circulated to Councillors on 18 July 2024.

Issue 1

The demolition of the building will result in the loss of its unique qualities as a purpose-built television studio constructed in 1962, which is the last standing Tasmanian TV studio complex.

Response 1

We acknowledge the historic and unique qualities of the building and its importance to Tasmania. However, the building and the site are not listed in either the state or local historic heritage registers. Furthermore, while the building and the site have been nominated for the Tasmanian Heritage Register, the current legislation does not allow nominations or proposals to list to be made during the assessments of a current application to develop a site. There is no scope under the Planning Scheme to refuse the proposed development due to the heritage values.

The applicant has addressed the proposed demolition elements, including the façade, windows, walls, and the ground and upper levels designated as future Tenancies 2 and 4, which were previously part of the studios. The demolition is proposed due to the poor thermal properties of the current walls and windows, the lightweight 'tin shed' is used as a studio space with asbestos on the roof, and significant concerns about existing roof leaks.

The applicant advised that "SCA has already removed historical items and donated them to the National Film and Sound Archive. Further technical equipment has been donated to the Australian Television Archive. Both TMAG and QVMAG have been invited to view the remaining items, but they have shown no interest."

Issue 2

The proposed demolition and alterations of the place without regard for the heritage values of the place.

Response 2

While the building and the site are not listed in either state or local historic heritage registers, the current Planning Scheme does not consider nominations in its assessments nor does it allow for interim protections for places of identified state or local significance.

Issue 3

The proposal to demolish the studio and repurpose the site as a call centre, funeral parlour, real estate agency, or veterinary clinic is concerning, as these uses will not leverage the building's existing film production characteristics.

Response 3

The proposed development is located in the Commercial Zone and the proposed use for Business and Professional Services for office use is considered suitable and satisfies performance criteria under clause 17.3.2 (P1) of the Commercial Zone.

Issue 4

We request the developer and City of Launceston explore potential partnerships with local and national film organisations and production houses, educational institutions such as UTAS, and government bodies such as Screen Tasmania that could support the studio's revitalisation.

Response 4

This is not a matter that is considered by the relevant Planning Scheme provisions.

Issue 5

The building is not currently listed in the Local Heritage or the State Heritage registers. However, the site is considered of state significance and has been assessed by Heritage Tasmania. It is currently awaiting a decision by the Tasmanian Heritage Council.

Response 5

We acknowledge the significant heritage values of the site and its state and national importance. However, there are no current planning obligations to consider its heritage significance. Furthermore, Heritage Tasmania confirmed that they received a nomination, and a draft assessment identifies the Northern Studios of TNT9/7EX as significant, being the last remaining purpose-built television station in Tasmania. It advises that this is a draft assessment and no statutory decision regarding entry to the place in the Tasmanian Heritage Register has been made at this stage.

Issue 6

The demolition of the building will result in changes that impact the Stephen Walker sculpture.

Response 6

The front entry artwork (Stephen Walker sculpture) is currently proposed to be removed. However, the owners are happy to consider its retention and would modify the front entry ramp so it can be maintained in its current location. To ensure this occurs, a note is recommended to be placed on the permit to recommend the sculpture remains in the current location until an alternative location for the art work is found.

Issue 7

Under the Land Use Planning and Approvals Act 1995 under Schedule 1, Part 2 that in consideration of an application for a planning permit a planning authority such as Launceston City Council must consider "conserve those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value."

Response 7

In its role as the Planning Authority, Council is required to make its determination in accordance with the provisions of the Planning Scheme. The drafting of our Local Provision Schedule considers the objectives of the Land Use Planning and Approvals Act 1993. Further, we acknowledge that the site has been nominated to Heritage Tasmania for consideration, and Heritage Tasmania confirmed that no statutory decision regarding entry to the place in the Tasmanian Heritage Register has been made at this stage.

Issue 8

Launceston is a desirable location for productions seeking to film at world-renowned Tasmanian landmarks such as Cradle Mountain, Ben Lomond, and Freycinet National Parks. Access to studio infrastructure could attract further productions, and with investments, the building can be modernised to meet film production demands.

Response 8

This is not a matter that is considered by the relevant Planning Scheme provisions.

6. CONCLUSION

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

RISK IMPLICATIONS:

Not considered relevant to this report.

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

STRATEGIC DOCUMENT REFERENCE:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. DA0166 2024 36 Watchorn Street South Launceston Planning Scheme Assessment
[11.1.1 - 13 pages]
2. DA0166-2024 - 36 Watchorn Street South Launceston - Plans to be Endorsed
[11.1.2 - 15 pages]
3. DA0166-2024 - 36 Watchorn Street - Tas Water SPAN [11.1.3 - 2 pages]

12. ANNOUNCEMENTS BY THE MAYOR

12.1. Mayor's Announcements

FILE NO: SF2375

Saturday 13 July 2024

- Attended AFL Game, Hawthorn V GWS Giants, UTAS Stadium
- Officiated at the Launceston Competitions - Dance, Princess Theatre

Sunday 14 July 2024

- Attended the New Horizons Tasmania's 2024 Champions Graduation, UTAS Stadium

Friday 19 July 2024

- Attended the RI District 9830 Cocktail Party hosted by Rotary Club of Youngtown, The Tailrace

Saturday 20 July 2024

- Attended the Tasmania V Sydney Canberra Match Day, UTAS Stadium
- Attended Netball Tasmania Grand Final, Silverdome

Tuesday 23 July 2024

- Officiated at the Lexus Melbourne Cup Tour, Rowella
- Officiated at the Chamber of Commerce and S Group Partner Event - Inner City Living, S Group

Wednesday 24 2024

- Conducted Public Citizenship Ceremony, Tramsheds Function Centre
 - Attended Mudlark Theatre's production *The Box*, Earl Arts Centre
-

13. 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).

14. QUESTIONS BY COUNCILLORS

14.1. 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).

14.1.1. Councillors Questions on Notice - Councillor D C Gibson - Albert Hall Reopening - 11 July 2024

FILE NO: SF2375

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 11 July 2024 by Councillor D C Gibson, has been answered by Shane Fitzgerald (General Manager Creative Arts and Cultural Services).

Questions:

1. Albert Hall Reopening - Given the great excitement surrounding the Albert Hall with construction currently scheduled for completion in March 2025, could Council's QVMAG consider a wonderful 2025 exhibition to chart the impact, world-leading history and the regard this important facility has?

Response:

QVMAG's 2025 forward programming is currently committed with budgeting, planning and development well established for the projects underway.

The development of an exhibition on Albert Hall is an exciting prospect and QVMAG will schedule a briefing and scoping meeting with Councillor Gibson in relation to this topic and further explore opportunities to showcase this important part of Launceston's history.

**14.1.2. Councillors Questions on Notice - Councillor D C Gibson - Notice of Motion
10 March 2022 - Windermere/Swan Bay Roads - 11 July 2024**

FILE NO: SF2375

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 11 July 2024 by Councillor D C Gibson, has been answered by Michael Newby (Chief Infrastructure Officer).

Questions:

1. Further to Councillor Gibson's Notice of Motion and the subsequent very detailed investigation report provided at 5 May 2022, Council Meeting, can an update of works undertaken be provided, in order to close this item out to our community?

Response:

The Council was successful in receiving funding through the State Government's Safer Rural Roads Program to upgrade the junction of John Lees Drive and Windermere Road. The installation of a painted channelised right turn lane on John Lees Drive as well as the installation of a solid island on Windermere Road at the junction was completed in June 2024.

14.2. 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).

15. NOTICES OF MOTION

Local Government (Meeting Procedures) Regulations 2015 - Regulation 16(5)

15.1. Notice of Motion - Tamar Valley Peace Festival Funding - Councillor D C Gibson

FILE NO: SF5547 {custom-field-file-no}

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: {custom-field-general-manager}

DECISION STATEMENT:

To consider a Notice of Motion submitted by Councillor D C Gibson regarding funding of Tamar Community Peace Trust's 2024 Tamar Valley Peace Festival by way of \$10,000 from Council funds.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2015 - Regulation 16(5)

RECOMMENDATION:

That Council supports the Tamar Community Peace Trust's 2024 Tamar Valley Peace Festival by way of \$10,000 from Council funds.

REPORT:

Background

Key points:

1. The Tamar Community Peace Trust was formed in 2015 to promote peaceful conflict resolution.
 2. The Trust was inspired by former Tasmanian Governor Peter Underwood's 2014 Anzac Day address.
 3. The Trust aims to raise awareness of peace issues, promote peaceful conflict resolution strategies and encourage action towards peace.
 4. Council has actively supported the Peace Trust since 2015, including the creation of the Peter Underwood Peace Garden.
 5. The Annual Peace Festival has grown in scale and is planned for September 2024.
 6. The Festival is a community-led, grass-roots event that will engage over 5,000 people from diverse backgrounds.
 7. City of Launceston has been a sponsor and partner since the Festival's inception.
-

Analysis:

In 2015 a group of committed Launceston citizens formed the Tamar Community Peace Trust with the aim of promoting a more peaceful approach to conflict resolution – from community, social, environmental and global perspectives.

The concept of the Peace Trust was initiated by long-time peace activist Mrs Jean Hearn. Jean, at the time in her mid-nineties, was inspired by the late Tasmanian Governor Peter Underwood's 2014 Anzac Day address where he issued a challenge to all Tasmanians to "actively strive for peace on a daily basis and learn ways of resolving conflict without violence". He challenged us, in remembrance of all those who died or were damaged in war, to "do something, to learn how to create peace".

Peace, in this context, is not only about the conflict of wars: it is about our contribution and place in local communities and global societies. It relates to the conflict and violence in our homes, workplaces and on our streets and it is also about celebrating diversity.

The Trust, under the stewardship of five volunteer Trustees, including current Chair Donna Bain, aims to achieve the following objectives:

- To raise the awareness of peace issues through the arts, education and the media;
- To promote peaceful strategies for resolving conflict at all levels from personal, community, to international;
- To translate the desire for peace into action and offer people, especially young people, a course for hope and a motive for action;
- To build a world free from injustice, threats of war and violence.

Since 2015, Council has actively and financially supported the Peace Trust.

In 2016 the Trust, with support of land from Council, delivered the Peter Underwood Peace Garden in Launceston's King's Park.

After a year of fundraising and planning, the first stage of the Garden, opened on the 7th April 2016, providing a peaceful place for relaxation and reflection.

In addition, there has been an active increase in the scale and size of the Annual Peace Festival, which is again planned for September 2024, starting September 21 - the International Day of Peace.

This Notice of Motion recognises that the Peace Festival is a community-led and grass roots activation that achieves many community capacity building and place-based milestones and touch-points in making Launceston a unique place to call home.

Community events organisers have been the linchpin of the Festival for nine years. They have brought a wealth of creative, collaborative, thought-provoking and harmonious activations welcoming the public to try new things, consider new ideas and to create new bonds.

It is recognised that while not a true 'event' in every sense of the word, this 'umbrella Festival' provides the opportunity for so many workshops, presentations, open-days, activations and the like.

It is expected more than 5,000 people will be involved/attend/visit, including new arrivals, people of all faiths, all ages, all suburbs, students, members of service clubs etc., etc.

City of Launceston has been involved as a sponsor and partner since the inception and this Notice of Motion seeks to show continued support of this very worthwhile initiative. It speaks to everything the City of Launceston is about and demonstrates a tangible commitment to building community capacity.

In seeking to show support for this community-led undertaking, it is important to understand that a *Funding Agreement* would need to be initiated and managed by Council's Liveable Communities Network; thus, ensuring Council receives Partner recognition and that a post-Festival analysis is provided to celebrate the success and impact.

Attachments

- 2023 Festival Photo Album
- 2023 Festival Media File

OFFICER COMMENTS:

City of Launceston's annual major events sponsorship program provides funding to major events held in the municipality where local, intrastate, interstate and international attendees are the main audience. Funding is allocated through two rounds each year. The total funds requested from Round 1 of the major event sponsorship program in 2024/2025 was \$174,400, which was more than double the available budget of \$74,000. Due to the oversubscription five meritorious applications did not receive funding as per the Council report on 13 June 2024. The table below details the five events that did not receive funding:

Event	Score	Funding assessed
Effervescence Tasmania 2024	68%	\$12,500
Tamar Valley Peace Festival	66%	\$12,500
National Veteran Vehicle Tour	66%	\$8,000
ReFashion Competition and Show	60%	\$9,500
Sally's Ride	59%	\$12,500

Given there were five applications for sponsorship that missed out on funding due to the program oversubscription it would be the recommendation of officers that all five events receive funding, particularly given one event scored higher against the criteria than Tamar Valley Peace Festival.

RISK IMPLICATIONS:

Supporting an individual event outside our established events funding and community grants process does not align with program governance.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The budget allocated is fully exhausted. Any funding allocated for this purpose will have to be removed from other programs.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Attachment 1 - 2023 Festival Photo Album - NOM - Tamar Valley Peace Festival - Councillor D C Gibson [**15.1.1** - 26 pages]
2. Attachment 2 - 2023 Festival Media File - NOM - Tamar Valley Peace Festival - Councillor D C Gibson [**15.1.2** - 10 pages]

16. COMMITTEE REPORTS

16.1. Heritage Advisory Committee Meeting - 19 June 2024

FILE NO: SF2965

AUTHOR: Marcus Grantham (Team Leader Place Making)

APPROVER: Chelsea van Riet (General Manager Community and Place Network)

DECISION STATEMENT:

To receive and consider a report from the Heritage Advisory Committee Meeting held on 19 June 2024.

RECOMMENDATION:

That Council receives the report from the Heritage Advisory Committee Meeting held on 19 June 2024.

REPORT:

The Heritage Advisory Committee met on 19 June 2024 and discussed the following:

- Updates to the Local Heritage List review, including a proposed Amendment to the Planning Scheme to be brought to Council in July.
- A public enquiry from Lilydale residents to include a portion of Mountain Road within the local heritage list (archaeology), recognising its history and community value.
- Considerations for this year's Heritage Snap competition to transition to an art competition - Heritage Sketch 2024.
- General business, which includes:
 - An overview of the Heritage Summit held in May 2024.
 - E-newsletter potential (opt-in) for community updates regarding heritage within Launceston.
 - Scholarship opportunity (Longford Academy) - research to be undertaken for an opportunity to sponsor a local tradesperson to attend the heritage skills academy at Longford.

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

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

Focus Areas:

1. To promote and enhance Launceston's rich heritage, culture and natural environment.
2. To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.

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

16.2. Cultural Advisory Committee Report

FILE NO: SF7357

AUTHOR: Marcus Grantham (Team Leader Place Making)

APPROVER: Chelsea van Riet (General Manager Community and Place Network)

DECISION STATEMENT:

To review and consider a report from the Cultural Advisory Committee Meeting held on 5 June 2024.

RECOMMENDATION:

That Council receives the report from the Cultural Advisory Committee held on 5 June 2024.

REPORT:

The Cultural Advisory Committee met on 5 June 2024 and discussed the following:

- The upcoming Northern Gateway Project, including the Cultural Advisory Committee's role in artist selection, expressions of Launceston's identity, and accessibility for artists to apply
- An update on the Criterion Place Public Art project, including a presentation of the mural design for committee feedback
- The proposal for a Launceston Arts and Creative Hub (LAACH) including potential locations, funding models, and formation of artist co-ops

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 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.

Focus Areas:

1. To develop and consistently utilise contemporary and effective community engagement processes.
-

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

17. COMMUNITY AND PLACE NETWORK

17.1. Customer Service Charter 2024

FILE NO: SF0413

AUTHOR: Philippa Lees (Manager Community Relations)

APPROVER: Chelsea van Riet (General Manager Community and Place Network)

DECISION STATEMENT:

To consider and adopt the revised Customer Service Charter for the City of Launceston.

RELEVANT LEGISLATION:

Section 339F of Local Government Act 1993 (Tas.)

PREVIOUS COUNCIL CONSIDERATION:

Council Workshop – 1 February 2024 – Agenda Item 1.3 Customer Service Charter

RECOMMENDATION:

That Council endorses the revised Customer Service Charter as follows:

Customer Service Charter

PURPOSE

For the City of Launceston (Council) to formally document its Customer Service Charter. In accordance with the *Local Government Act (Tas.) 1993, section 339F*, Our Customer Service Charter details council's service standards and explains what you can do if we have not delivered a service to that standard. Our Charter has been developed to further build and enhance relationships with our community and customers and to provide a system for continuous improvement in customer service delivery.

SCOPE

The Charter applies to our customers who can be anyone including individuals, families, carers, groups or organisations that have dealings, alliances or partnerships with council or its venues and facilities, including the Queen Victoria Museum and Art Gallery, Launceston Leisure and Aquatic Centre, University of Tasmania Stadium and the Launceston Visitor Information Centre.

Our Vision

Inspired people, working together to create the best outcomes for our community.

Our Purpose

We are a progressive organisation, working with our community to create a positive future for Launceston.

Our Values

City of Launceston is a values-based organisation, which means that we employ people who share and behave in a way that is aligned to our values.

Our commitment

We will:

- Provide a prompt, friendly and professional customer experience.
- Promptly answer your enquiries via whichever way you choose to communicate with us.
- Welcome your feedback at any time to help us improve.

Our principles relating to customer service are to:

- Listen
- Treat you with dignity and respect
- Be fair and honest.
- Provide clear and accurate information.
- Seek to resolve your request at first contact.
- Respect and maintain your privacy and confidentiality.
- Respect cultural diversity
- Keep you informed.

Please help us by:

- Providing accurate, timely and relevant information.
- Treating staff with respect and dignity.
- Respecting the rights of other customers.
- Respecting community property.
- Providing us with constructive and honest feedback

Our service delivery

We work hard to deliver services to the standards specified in the table below. If this is not achievable, we will let you know

Service	Standard
All of Council	
Answer your telephone call	Always
Return your call	Within 1 working day unless otherwise specified
Acknowledge your communication (please note, if a detailed reply is required it may take additional time to research; we will let you know if this is the case)	Within 10 working days
Action formal complaints (provided in writing)	Acknowledge within 3 working days with an estimate of the date by which a detailed response will be provided
Notify you as soon as practical if there is a delay on our service commitment to you	Always
Provide after-hours service for emergencies	Always

Endeavour to refer you to an appropriate service provider if we cannot provide the service you require	Always
A counter service queuing time of less than	10 minutes
Reasons for our decisions whether they are agreeable to you or not	Always
To be seen on time if you have an appointment	Always
Acknowledge and advise how we will handle your written enquiries	10 working days
Expected Service Delivery for specific enquiries	
Animal Control	
Respond to emergency dog attacks*	24 hours a day
Respond to routine dog complaints	3 working days
<i>* For safety reasons, Council only responds to after-hours emergency dog attacks where Tasmania Police has requested assistance. Council is not able to respond to after-hours calls about stray or lost dogs</i>	
Building	
Process a building permit	Within 7 working days
Undertake building inspections	Within 2 working days
Process a plumbing permit	Within 21 working days
Undertake plumbing inspections	Within 2 working days
Provide applicants with an initial review of decisions	Always
Drainage/Stormwater	
Respond to drainage emergencies	24 hours a day
Respond to seepage/drainage problems	Within 10 working days
Parks and reserves	
Inspect, assess and respond to requests in relation to park maintenance	Within 10 working days
Urban parks / sportsground maintenance	Fortnightly
Inspect, assess and respond to requests in relation to tree maintenance	Within 10 working days
Urban tree inspection and maintenance	Annually
Inspect, assess and respond to requests in relation to playground maintenance	Within 10 working days
Playground inspection and maintenance	3 monthly
Environmental Health	
Respond to food complaints	48 hours
Respond to urgent environmental nuisances and high-risk public health matters	24 hours a day
Inspect registered food premises	Every 3-24 months*
Conduct immunisation clinics	Weekly
Conduct school immunisation clinics	Annually
<i>* as determined by the Tasmanian Food Business Risk-Classification System - Food Business Inspection Frequency</i> Food Business Inspection Frequency RCS guide DoHTasmania.pdf (health.tas.gov.au)	
Finance	
Payment of accounts	By due date
Respond to rates enquiries	Within 10 working days
Fire Hazards	
Respond to fire hazard notifications (during permit period)	Within 5 working days
Governance	

Legislative requirements	Always
Review our Strategic Plan	Every 5 years
Publish Annual Report	Every November
Have Council Meeting Agenda available	4 days prior to the meeting
Human Resources	
Acknowledge receipt of job applications	Within 10 working days
Provide outcomes of job applications	Within 10 working days
Planning/Subdivision	
Respond to a planning query email/letter	Within 5 working days
Lodge a received planning application	Within 1 working day
Process a planning application	42 statutory* days
Process a permitted application	28 statutory* days
*defined as all days between lodgement of a valid application and decision making (excluding days where further requests are outstanding)	
Roads	
Inspect, assess and respond to requests about potholes, edge breaks and cracks	Within 10 working days
Grade unsealed roads	Minimum of once per year
Attend to identified damaged street furniture	Within 10 working days
Road sweeping of Council-owned roads with kerb and gutter	Every 2 months
Waste	
Garbage collection	Weekly
Recyclables collection	Fortnightly
FOGO collection	Fortnightly
Provide new or replacement wheelie bins	Within 5 working days
Emergencies	
An emergency is regarded as an issue relating to Council property or practices that may threaten life or property or one that may cause environmental harm.	Within 2 hours

Customer response prioritisation

Council's system has five response priority levels. When you contact us, we will let you know what level your request has been assigned.

The five levels are:

- **Urgent** Immediate action required (same day)
- **High** Next working day response required
- **Medium** Response required by 10 working days
- **Low** Response required by 20 working days
- **Scheduled** Greater than 20 days in line with scheduled work.

Contacting us

There are a number of ways to contact Council.

- **Reporting damage to council property**

To report any damage to council infrastructure please call 03 6323 3000 or after hours on 03 6323 3333;

Customer Service Centre
Town Hall, 18-28 St John Street
Launceston TAS 7250
Open: Monday to Friday from 8.30am to 5pm

- **Phone**

Customer Service Centre
03 6323 3000

- **Email**

contactus@launceston.tas.gov.au

- **Post**

City of Launceston
PO Box 396
Launceston TAS 7250

- **Fax**

03 6323 3001

- **After Hours**

After hours emergencies involving City of Launceston facilities: 03 6323 3333
After hours emergency dog attacks: Tasmania Police 131 444

- **National Relay Service**

The City of Launceston is National Relay Service (NRS) friendly. If you are deaf or have a hearing or speech impairment, you can call us through the [NRS](#) and ask to be connected to 03 6323 3000. TTY users can call 13 36 77. Speak and listen (speech-to-speech) users can call 1300 555 727. To make other relay calls, visit the NRS <http://relayservice.gov.au/>.

- **Snap Send Solve**

Snap Send Solve is a free application for smartphones that allows you to quickly report issues to the City of Launceston. Your report is sent from the app using your email address so that the City of Launceston can respond directly to you to solve the issue. To install, simply search for Snap Send Solve in Apple's app store or visit www.snapsendsolve.com

- **Councillors**

Contact details for each Councillor is located on our website www.launceston.tas.gov.au
Or call the Customer Service Centre on 03 6323 3000.

Community Engagement

- **Website www.launceston.tas.gov.au**

Visit the City of Launceston's website for online services, latest news and notifications, and Council's meeting agendas and minutes.

Look for this symbol to locate our website's accessibility menu. A translation service and screen reader are available on our website for those requiring assistance.

- **Tomorrow Together - Community Engagement**

We are committed to ensuring people who may be affected by Council decisions have the opportunity to provide input. Tomorrow Together is the online consultation platform Council uses where you can have your say on key initiatives. Visit www.launceston.tas.gov.au/Community/Get-involved

- **Council meeting live streaming**

In the interests of openness and transparency and encouraging community involvement in decision making, the audio from every Council meeting, except for matters dealt with in closed session, is streamed [live to the internet](#) and stored on our YouTube channel <https://www.youtube.com/@colmeetingstream>.

- **Council meetings**

Council meetings commence on the fourth Thursday of January and then occur fortnightly. We welcome your attendance to ask a question on any matter relating to Council; or to speak for a maximum of two minutes on any item listed on the agenda. [Agendas and minutes can be found here: https://www.launceston.tas.gov.au/Agendas-and-Minutes](https://www.launceston.tas.gov.au/Agendas-and-Minutes)

To ask a question or speak at the Council meeting we ask that you please register before the meeting begins. This helps us ensure we minute your attendance correctly. Forms are available outside the entrance to the Council Chambers, and Council Officers will be available to help,

- **Follow us on social media**

Stay informed about issues, news and feedback opportunities relating to the municipality by following City of Launceston.

[Facebook](#)

[LinkedIn](#)

Complaints

Council's Customer Service Centre is your first point of contact for all enquiries, compliments, and complaints. If your complaint is urgent or safety related, please contact us via phone so we are notified about it as soon as possible.

Formal complaints requiring a response should be provided in writing to the addresses above so they can be directed to the appropriate person for investigation. You will receive a confirmation that your complaint has been received and when to expect a written response. This is determined by the severity and complexity of the issue but we will always provide you with an estimated time to achieve a resolution. The responsible person may

contact you via phone during this time to aid their investigation. Our Complaints Handling Procedure provides more detail about this process.

Definition of complaint:

It is important to note that a complaint is not an enquiry, request or disagreement.

Enquiry: Appeal for information

Request: Appeal for assistance and action

Disagreement: Conflicting opinion to a policy or the direction of City of Launceston.

Complaint: A complaint exists when there is a gap between the service provided and the customer's expectation. A complaint exists when a customer initiates further contact after an initial service has been provided and expresses dissatisfaction with that service.

It is necessary to differentiate between service provided and services available. If it is identified that a service is not available or provided by council then this not a complaint - it is a suggestion for future services expansion.

Experience has shown that the majority of complaints will be satisfactorily resolved, however if you are unhappy with the outcomes you may ask for a review of your complaint by the Chief Executive Officer, who will investigate your complaint further and inform you of the findings.

A summary of all complaints, including the number and nature, is provided annually to Councillors.

If there is insufficient evidence to action an issue we will not take any further action and your complaint will be closed. In some circumstances you may be required to resolve a dispute privately or via legal proceedings, if this is the case you will be informed by our officers that Council cannot assist further.

There is an Ombudsman who may review actions and decisions taken by the City of Launceston. The Ombudsman is responsible to Parliament for investigating complaints made about administrative actions (or inactions) of Tasmanian Government Departments, most Statutory Authorities and Local Government. Visit the Ombudsman's website www.ombudsman.tas.gov.au for more information and how to get in contact.

Customer Behaviour:

Our employees work hard to provide services and respond to queries and are entitled to feel safe and respected while at work. Customers who display aggressive, abusive or inappropriate behaviour can be refused service and may have to make their enquiry by other means.

RELATED POLICIES & PROCEDURES

Complaints Handling Procedure 05-Prx-001

Unreasonable Customer/Complainant Conduct Policy 05-Plx-021

Threatening or Abusive Conduct by the Public Procedure 22-HLPr-001

RELATED LEGISLATION

Local Government Act 1993 (Tas)

REVIEW

In accordance with the *Local Government Act 1993*, section 339F (4), this policy is to be reviewed within 12 months of a Council election.

REPORT:

Purpose: The City of Launceston Customer Service Charter (the Charter) formalises Council's service standards and procedures, detailing delivery timeframes for the services we provide and how City of Launceston handles feedback and complaints, in accordance with section 339F of the *Local Government Act 1993* (Tas).

Consultation and Feedback: The revision process included consultation with City of Launceston's Senior Leadership Team, Executive Leadership Team and Elected Members.

Feedback from our customers was reviewed in conjunction with the relevant areas of Council to ensure the service standards detailed were clear and accurately reflect both the community expectations and Council's internal processes.

Key revisions based consultation and feedback included:

- **Service Delivery Changes:** In some cases, we have been able to be more specific or reduce the service delivery time as a result of implementing digital solutions to previously manual services. For example, the introduction of the EasyPark app and online hard waste registration. None of our service delivery timeframes have been extended.
- **Clarity in Service Delivery:** The revised Charter provides more detailed and clear descriptions of service standards, helping customers find the information they need and understand what to expect in their interactions with different areas of Council.
- **Clarity in Complaint Handling:** The language regarding the handling of feedback and complaints has been refined to ensure transparency and accountability. This includes clear definitions of what constitutes a complaint, how complaints are managed, steps for escalating unresolved issues and expected timelines for responses.
- **Community Engagement:** The City of Launceston is committed to ensuring that all community members have the opportunity to engage with the Council. The revised Charter includes new or improved avenues for community engagement including accessibility services.
- **Customer Behaviour:** To support our teams, the Charter sets out clear expectations for the community when they engage our services, this is to ensure we are providing a safe workplace for all employees.

As part of the internal consultation regarding the Charter, there have been operational improvements made that ensure we are not only meeting our service delivery commitments but doing so in a manner that is customer-focused. By approaching service

delivery through the lens of the customer's experience we expect continuous improvement in our processes and the creation of solutions to pain points for our customers.

Conclusion: The revised Customer Service Charter aims to enhance the relationship between the Council and the community by setting clear service standards and improving the process for handling feedback and complaints. Adoption of the revised Charter will demonstrate Council's commitment to continuous improvement in service delivery and accountability.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The revised Charter is expected to have a positive social impact by improving customer satisfaction and trust in Council services.

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.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.

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.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. 05 Plx 008 Customer Service Charter tracked changes [17.1.1 - 11 pages]

**17.2. 213-215 & 217-229 Wellington Street, Launceston - Request to Waive
Planning Permit Fees**

FILE NO: SF2855

APPROVER: Chelsea van Riet (General Manager Community and Place Network)

DECISION STATEMENT:

To consider a request for a fee dispensation to waive the fees for two of three proposed Development Applications and to apply a single maximum fee pro rata across the three.

RELEVANT LEGISLATION:

Local Government Act 1993 - Division 7, S205 and S207

RECOMMENDATION:

That Council refuses a request for a fee dispensation to apply a single maximum development fee to the proposed three separate applications for the development and use of the Launceston Private Hospital at 213-215 and 217-229 Wellington Street, Launceston.

REPORT:

BACKGROUND

In recent years, Launceston has seen significant development within the informal health precinct incorporating the Launceston General Hospital (LGH) and surrounding public and private health facilities.

These include:

- The ongoing development and expansion of the Launceston Health Hub (the Hub);
- The development of the Eye Hospital on Wellington Street;
- The expansion of the Children's wards at the LGH;
- The development of the new helipad at the LGH; and
- The demolition of the Anne O'Byrne Centre buildings, opposite the LGH on Charles Street.

Also, two applications were received and withdrawn for the development of a new Calvary Hospital. First at 52 Frankland Street and more recently at the Anne O'Byrne site on the north-east corner of Charles and Howick Streets.

A development application for the construction of a seven-level car park, on the site of the current LGH ground level car park at the north-west corner of Charles and Howick Streets, is currently being assessed by Council staff.

Two planning scheme amendments have been initiated by Council, at the applicant's request, and approved by the Tasmanian Planning Commission to provide for the discretionary use of Hospital Services at the Hub building and on its nearby site at 213-215 Wellington Street.

With the Calvary proposal withdrawal, the proponents of the Hub identified the opportunity to step into the void and develop a private hospital to service the region's growing needs. As such, they have secured the use of 217-229 Wellington Street and propose a \$175.2 million development of a multi-level hospital and associated car parking over that site and the adjoining 213-215 Wellington Street.

Both sites are zoned Commercial by the Tasmanian Planning Scheme, and the use class Hospital Services is prohibited in the zone. Notwithstanding the recent amendment to the scheme to include a site-specific qualification allowing the use of Hospital Services at 213-215 Wellington Street, the use at 217-229 Wellington Street remains prohibited. A further amendment to the planning scheme is required to facilitate the proposed hospital development.

Whilst the proponents can lodge a combined scheme amendment and development application for the development and use of the hospital, given the likely 6-12-month time frame for such an amendment, and the likely construction cost increases over such a period, the proponents have proposed to break the project into three distinct stages as advised by the proponents in the attached letter of 30 May 2024 (Attachment 1):

Stage 1: standalone multi-storey car park on 217-229 Wellington Street which is allowable within the Commercial Zone. The estimated value of works for this stage is \$4 million.

Stage 2: first stage of the hospital building on 215 Wellington Street which is allowable within the Commercial Zone through the recently approved Site-Specific Qualification. The estimated value of works for this stage is \$61.5 million.

Stage 3: combined amendment and development application encompassing both 215 and 217-229 Wellington Street and including the remaining levels of parking and hospital on top of the buildings in stages 1 and 2. The estimated value of works for this stage is \$109.7 million.

PRECEDENT

To the extent that precedent may be considered relevant, at its meeting of 15 June 2023, Council refused a request to waive the capped development fee of a second application where the proponents sought to split a proposed hotel development into two applications. The report at the time noted:

There is also concern that the waiving of fees for the second application may set a precedent that encourages the splitting of Development Applications for future large-scale developments which simply adds to the complexity and reduces the transparency of what is being proposed for a particular site.

DISCUSSION

Council's fee structure includes an advertising fee of \$392, a development fee component based on \$2.74 per \$1,000 in the cost of the development, and a planning scheme amendment fee of \$5,255. The development fee is capped at \$36,500 (a minimum fee of \$454, or \$250 for residential development, applies for small scale developments).

If a single application was lodged for a combined scheme amendment and the \$175.2 million hospital development, the development fee component of the application fee would be capped at \$36,500 (it would be \$480,048 if there was no capping).

If the proposal proceeds as three separate applications, based on the values advised above, the development component of the fees for each application would be:

Stage 1 - \$10,960

Stage 2 - \$36,500

Stage 3 - \$36,500

A total of \$83,960.

The proponents request that Council waive \$47,460 of the development component of the fees and charge only the single capped development fee as if only a single application was lodged. They further request that this single fee be dispersed pro rata across the three applications (i.e. Stage 1 - \$4,764.66 and stages 2 and 3 - \$15,867.67 each).

In support of their request, the proponents cite the delay resulting from the need for a scheme amendment and advocate the need for and community benefit of a new private hospital on this site. The proposal to proceed in three separate stages seeks to allow the development of the first two stages to proceed without the need for the scheme amendment.

It should be noted that final approval of a scheme amendment is a matter for the Tasmanian Planning Commission to determine. Their decision and its timing should not be presumed.

Clearly, all three applications form part of a whole and, as such, there will be some consistency and repetition in the assessment process, nevertheless each application will still require substantial assessment by officers, advertising and potential representation, and reports to Council.

Whilst regard will inevitably be given to the aspirational outcome of the whole hospital proposal, there can be no certainty that all three stages will be completed. Thus, each application will have to be assessed, on its merits, as a stand-alone development.

The timing of the applications is the decision of the proponents who would reasonably have been aware, for a substantial time, that a scheme amendment is required for the development at 217-219 Wellington Street and that stages 2 and 3 cannot be linked into a single application without that amendment.

Notably the amendment to allow hospital services at the Hub site was undertaken in 2022 and the same amendment for the 213-215 Wellington Street site was undertaken in 2023.

The proponents urge the requested fee waiver as representing “*a strong and actionable step beyond an intent of support to improve the health of ratepayers and the wider community.*” Whilst there is no argument against the community benefit of the proposed hospital, both to the Launceston ratepayers and the region, it is ultimately a commercial venture driven by private equity.

Council has consistently demonstrated its support for major developments, particularly those with a clear community benefit, through proactively working with proponents, existing fee capping, strategic reports such as massing and parking studies, and flexibility in a long-term approach to resolution of issues such as parking shortages.

As noted in a similar request previously, Council must also have regard to the potential setting of an undesirable precedent that may raise an expectation of future fee reductions, which in turn increases assessment costs to Council and reduce certainty and transparency in the community.

The waiving of \$47,460 in application fees, which equates to 0.027% of the project cost, is not recommended.

RISK IMPLICATIONS:

There is concern that the waiving of fees for the multiple applications may set a precedent that encourages the splitting of Development Applications for future large-scale developments.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Whilst the economic and social impact of the proposed Launceston Private Hospital may be significant, the waiving or otherwise of what amounts to 0.027% of the projected cost of the development can have only marginal impact upon the viability of the proposal.

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:

4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.
5. To maintain a financially sustainable organisation.

BUDGET AND FINANCIAL IMPLICATIONS:

Information contained within the report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. 213-215 & 217-229 Wellington Street, Launceston - Request to Waive Planning Permit Fees - Request for Fee Dispensation [17.2.1 - 3 pages]

18. CREATIVE ARTS AND CULTURAL SERVICES NETWORK

No items have been identified as part of this Agenda

19. INFRASTRUCTURE AND ASSETS NETWORK

19.1. Princess Theatre - Conservation Management Plan - Endorsement

FILE NO: SF0371

APPROVER: Shane Eberhardt (General Manager Infrastructure and Assets Network)

DECISION STATEMENT:

To consider endorsement of the Princess Theatre Conservation Management Plan - July 2023.

RELEVANT LEGISLATION:

Historic Cultural Heritage Act 1995 (Tas)
Land Use Planning and Approvals Act 1993 (Tas)

RECOMMENDATION:

That Council endorses the Princess Theatre Conservation Management Plan - July 2023. (ECM Doc Set ID 5096263).

REPORT:

As part of the Princess Theatre and Earl Arts Centre Renewal Project, the project team commissioned Purcell to produce a Conservation Management Plan (CMP) (Attachment 1) for the Princess Theatre.

Mr. Mario Lucas, a Hobart entrepreneur and theatrical manager, acquired the Brisbane Street site in 1910 and designed the Princess Theatre. The Theatre was officially opened in August 1911 by Mayor William Oldham and Tasmanian Senator John Henry Keating. The Theatre screened silent films accompanied by a ten-piece orchestra. This was so successful that it continued until 1970, although vaudeville acts were also shown.

In 1939, Hoyts leased the Princess Theatre and undertook an extensive renovation. The façade and foyers were completely reconstructed in Art Deco style and the 'new' Princess Theatre was reopened by the Premier, Mr. R Cosgrove in January 1940.

The Launceston City Council purchased the Princess Theatre in 1970 and redeveloped it as a live performance space. The historic and iconic Princess Theatre is the main live performing arts venue in Launceston and has been managed by Theatre North since 1998. Further, the Princess Theatre is recognised as being of outstanding heritage significance to the Tasmanian people through its inclusion on the Tasmanian Heritage Register.

The CMP is provided as reference for the renewal project and importantly sets out the expectations on how Council will maintain the facility to conserve its heritage values.

RISK IMPLICATIONS:

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

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The Princess Theatre is a significant culture and heritage asset for the City of Launceston. The CMP supports the longevity of the Princess Theatre which will benefit the community at a social and cultural level. The CMP will work to support the management of the Princess Theatre which will encourage it to be frequented by the community for shows and theatre productions. This usage brings an economic benefit to the municipality.

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:

1. To promote and enhance Launceston's rich heritage, culture and natural environment.
4. To support the central business district (CBD) and commercial areas as activity places during day and night.

BUDGET AND FINANCIAL IMPLICATIONS:

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

There are no budget or financial implications for 2024/2025.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Princess Theatre CMP FINAL 14 July 2023 [**19.1.1** - 62 pages]

20. ORGANISATIONAL SERVICES NETWORK

20.1. Determination Report - Code of Conduct Complaint - Councillor J J Pentridge

FILE NO: SF2213

AUTHOR: Leanne Purchase (Manager Governance)

APPROVER: Louise Foster (General Manager Organisational Services Network)

DECISION STATEMENT:

To consider a Code of Conduct Determination Report.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council, pursuant to section 28ZK(4) of the *Local Government Act 1993 (Tas)*, receives the Code of Conduct Panel Determination Report dated 4 July 2024 (ECM Doc Set ID 5092645) in relation to a complaint brought by Mr Michael Stretton against Councillor Joe Pentridge.

REPORT:

Section 28ZK(4) of the *Local Government Act 1993 (Tas)* requires the Chief Executive Officer to table the Determination Report at the first open meeting of the Council at which it is practicable to do so.

RISK IMPLICATIONS:

It is a legislative requirement that the Determination Report is tabled.

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:

Costs associated with the Code of Conduct Panel in relation to this matter were not available at the time of writing. Total costs met by the Council in relation to Code of Conduct complaints in the 2025/2026 financial year will be published in the 2025/2026 Annual Report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Code of Conduct Determination Report - Launceston City Council - Mr Michael Stretton against Council [20.1.1 - 3 pages]

20.2. Northern Tasmania Netball Association

FILE NO: SF2967

AUTHOR: Sharin Imlach (Lease Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the granting of a new lease to the Northern Tasmanian Netball Association inc.

RELEVANT LEGISLATION:

Local Government Act 1993

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting - 20 November 2017 - item 18.2 - Northern Tasmania Netball Association Inc.

RECOMMENDATION:

That Council:

1. pursuant to section 179 of the *Local Government Act 1993* (Tas), determines to lease land at 29-31 Hoblers Bridge Road, being The Fred White Centre, and part of Hoblers Bridge Sports Centre, as shown in blue in the plan below.



2. requires that the lease of Part of 29-31 Hoblers Bridge Road is to be on the following basis:
 - a) the lessee is to be Northern Tasmania Netball Association Inc;
 - b) the lease is to commence on 01 July 2024 until 30 April 2028;
 - c) the commencing rent to be \$340.34, reviewed annually;
 - d) the lessee is to be responsible for all outgoings including energy, water usage and service charges, security monitoring, and cleaning and operational maintenance;
 - e) the lessee is to:
 - (i) keep the building clean and in good order;
 - (ii) maintain the grounds of the property;
 - (iii) hold public liability insurance with at least \$20,000,000 cover;
 - f) the Council is to be responsible for structural maintenance.
3. requests the Chief Executive Officer to:
 - a) determine the exact dimensions of the land to be leased and all remaining terms and conditions;
 - b) exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease.
4. notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993* (Tas).

REPORT:

The Northern Tasmania Netball Association Inc. (NTNA) has 13 affiliated clubs and 1855 combined registered players, coaches, and umpires.

For the 2024 winter season, the NTNA has 65 registered teams participating on the mid-week roster, 98 teams in the junior roster and 15 teams registered in the NetSetGo roster. Social games are also conducted with around 30 teams.

Each club pays an annual subscription fee of \$65 to be a member of the NTNA and each player pays a roster fee which varies depending on age from \$70.50 for under 10yrs to \$297.85 for mid-week rosters. This fee is to cover the cost of umpires, match officials, first aid officer and admin expenses.

The NTNA is proactive in encouraging new members by involving the community through their social media campaigns and active volunteers including 5 board members. Sponsorship is provided by local businesses including Bendigo Bank, McDonalds, and Bridget Archer MP.

Under the 2014 lease, the commencing rent was \$3,813.50 per annum which included rates and land tax contributions. The current rent is \$27,627.60 per annum. Since that time, Council has adopted the City of Launceston Lease and License Policy, which provides greater consistency across in the rent charged in respect to community leases.

Netball is the highest female participation sport in Australia, which is evident in Launceston with team numbers increasing each year. Netball is a great outlet which has countless benefits for participant's physical and mental health, confidence, social engagement and for the diverse future opportunities it can create.

The Tasmanian Netball Centre is utilised at all levels of the sport from NetSetGo right through to pathway netball and is a key facility to provide netball in Tasmania.

Part of the leased area, to the north-east of Birch Avenue is land that is leased from Crown to Council expiring on 30 April 2028. The Crown lease permits the Council to sub-lease to third parties. There is a further 10-year option which must be exercised between 3 and 6 months before the lease ends, therefore Council cannot sub-lease beyond the terms of the lease between Crown and the Council. The land to the south-west of Hart Street is owned by the Council outright.

It is recommended that Council grants a new lease that will expire on the date of the expiration of the lease between Crown and Council, so that the NTNA can continue to promote and provide netball facilities in Northern Tasmania.

Recommended rent

In accordance with Council's Lease and Licence Policy, the commencing annual rent is recommended to be \$340.34, which is the 2024/2025 value of 182 fee units as established under the *Fee Units Act 1997*.

That Act establishes the value of a fee unit for each financial year, with such value indexing in line with movements in the Consumer Price Index (CPI) for Hobart. Recommendation 2(c) allows the rent to be varied in accordance with the indexation of the value of fee units each year.

Effective Subsidy

The area to be leased comprises two separate lots of land, one to the north-east of Hart Street, and one to the south-west.

The south-west land has an area of approximately 8635m² with an assessed annual value of (AAV) of \$17,800.

The piece of land to be leased to the north-east of Hart Street is approximately 19525m² of the 81480m² Crown lease to the Council. The land subject to the Crown lease has an AAV of \$182,000. On a proportional basis, the land to be occupied by the NTNA has an AAV of \$43,613.

On the basis of the above and taking into account the rent of \$340.34, the combined value of the land to be leased will result in an effective subsidy of approximately \$61,072. The comparison does not take full account of the individual circumstances each site, such as capital improvements or maintenance responsibilities.

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

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

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

Focus Areas:

4. To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.
5. To promote and support active and healthy lifestyles of our community.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interest in this matter.

ATTACHMENTS:

Nil

20.3. Lease - South Launceston Football Club

FILE NO: SF0898, SF2967

AUTHOR: Sharin Imlach (Lease Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider leasing the buildings situated at 21 Highgate Street Youngtown, adjacent to the Youngtown oval.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting - 10 June 2014 - Agenda Item 17.3 - Lease - South Launceston Football Club

RECOMMENDATION:

That Council:

1. pursuant to section 179 of the *Local Government Act 1993*, determines to lease part of 21 Highgate Street, Youngtown, as identified in the plan below.



2. requires that the lease of Part of 21 Highgate Street, Youngtown, is to be on the following basis:
 - a) the lessee is to be South Launceston Football Club;
 - b) the lease is to commence on or as soon as possible after 1 July 2024 for a period of five years;
 - c) the commencing rent is to be \$340.34, reviewed annually;
 - d) the lessee is to be responsible for all outgoings including energy, water usage and service charges, security monitoring, and cleaning and operational maintenance;
 - e) the lessee is to:
 - i. keep the building clean and in good order;
 - ii. maintain the grounds of the property;
 - iii. hold public liability insurance with at least \$20,000,000 cover;
 - f) the Council is to be responsible for structural maintenance.
3. requests the Chief Executive Officer to:
 - (a) determine the exact dimensions of the land to be leased and all remaining terms and conditions;
 - (b) exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease.
4. notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993* (Tas).

REPORT:

The South Launceston Football Club Incorporated (the Lessee) was established in the late 1870s and has leased part of the property at 21 Highgate Street, Youngtown, since the 1960s.

Originally in the St Leonards municipal area, the property became part of Launceston's Local Government Area in 1985 when the amalgamation occurred and the Lessee was well established.

Currently, the Lessee is the only club in northern Tasmania that caters for:

- Men's
- Women's
- Under 18s
- Reserves; and
- A Junior pathway into the senior clubs.

The playing surface of Youngtown Memorial Park, known as Youngtown Oval, is available for hire by sporting groups. The South Launceston Football Club is among the oval hirers, with the Council responsible for maintenance.

Under the 2014 lease, the lessee was charged \$6,359.60 per annum, with rental increases occurring in line with CPI each year, bringing the current rent to approximately \$8,000 per annum. Since that time, Council adopted the City of Launceston Lease and License Policy,

which provides greater consistency across in the rent charged in respect to community leases.

The implementation of the Recommendations will support the Lessee to continue offering opportunities to established and aspiring football players of all ages, to be able to participate and compete in the Tasmanian football community.

Recommended rent

In accordance with Council's Lease and Licence Policy, the commencing annual rent is recommended to be \$340.34, which is the 2024/2025 value of 182 fee units as established under the *Fee Units Act 1997* (the Act).

The Act establishes the value of a fee unit for each financial year, with such value indexing in line with movements in the Consumer Price Index (CPI) for Hobart. Recommendation 2(c) allows the rent to be varied in accordance with the indexation of the value of fee units each year.

Effective subsidy

The area to be leased consists of structures that are approximately 1394m² in total area which occupy part of the Youngtown Oval which is a total of 5962 m² with an assessed annual value (AAV) of \$164,000.

On the basis of the above and taking into account the rent of \$340.34, the combined value of the buildings to be leased will result in an effective subsidy of \$38,345. The comparison does not take full account the individual circumstances each site, such as capital improvements or maintenance responsibilities.

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

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:

3. To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.
4. To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.
5. To promote and support active and healthy lifestyles of our community.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.4. 2023/2024 Budget - Budget Amendments

FILE NO: SF6817/SF7334

AUTHOR: Samuel Kelty (Manager Finance)

APPROVER: Louise Foster (General Manager Organisational Services Network)

DECISION STATEMENT:

For Council to:

1. consider changes to the Council's 2023/24 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 2024 by the Chief Executive Officer to the 2023/24 Budget.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993 (Tas)* and by an absolute majority, approves the following changes to the 2023/24 Statutory Estimates:
 - (a) Revenue
 - i. the net decrease in revenue from external grants and contributions of \$15,180,020.
 - (b) Expenses
 - i. the net increase in operations expenditure of \$558,324.
 - (c) Capital Works Expenditure
 - i. the net decrease in expenditure from external funds of \$15,180,020.
 - ii. the decrease in the Council's funded expenditure of \$558,324.
 2. notes that amendments from Recommendation 1. result in:
 - (a) the operating deficit being amended to \$3,548 (including capital grants of \$5,920,098) for 2023/24.
 - (b) the capital budget being decreased to \$29,753,355 for 2023/24.
 3. pursuant to section 82(7) of the *Local Government Act 1993 (Tas)*, receives the Chief Executive Officer's report on adjustments to the 2023/24 budget for the period 1 June to 30 June 2024.
-

REPORT:

1. Budget Amendments

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

	Operations \$'000	Capital \$'000
Statutory Budget as 01/07/2023	(2,406)	20,636
Adjustments Approved by Council to 31/05/2024	18,141	24,856
Balance Previously Advised as at 31/05/2024	<u>15,735</u>	<u>45,492</u>
 <u>Amendments</u>		
Additional Council Funds	0	0
Capital to Operations	(837)	(837)
Operations to Capital	278	278
External Funds	680	680
External Funds Not Received	(15,860)	(15,860)
Statutory Budget as at 30/06/2024	<u>(4)</u>	<u>29,753</u>
Deduct Capital Grants and Contributions	<u>(5,920)</u>	
Underlying Operating Budget Surplus/(Deficit)	<u>(5,924)</u>	

Underlying Results Adjustment

Tamar Estuary River Health Action Plan Contribution	4,500
South Esk Road Retaining Wall Project	1,080
Underlying Operating Budget Surplus/(Deficit)	<u>(344)</u>

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

Details of the amendments are as follows:

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24533	CV Road Surface Renewal 23/24	\$5,000	\$3,411	\$0	\$1,589
OP49946	Carr Villa Cemetery Maintenance	\$89,600	\$0	\$3,411	\$93,011
	TOTALS	\$94,600	\$3,411	\$3,411	\$94,600

The project scope of works:

Road works undertaken on the CV Road Surface Renewal project for 2023/2024 have not met council's capitalisation threshold requirements. This has required costs and budget to be transferred from the capital project to operations.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24352	Lilydale Bowls Club Synthetic Green	\$250,000	\$231,060	\$0	\$18,940
OPM25380	OPM2024 Lilydale Bowls Club Green	\$0	\$0	\$231,060	\$231,060
	TOTALS	\$250,000	\$231,060	\$231,060	\$250,000

The project scope of works:

Works undertaken on Capital project 24352 Lilydale Bowls Club Synthetic Green do not meet the requirements under the Council's Capitalisation Framework Document. This project was funded by a grant to the bowls club and project managed by City of Launceston. The synthetic green is owned and maintained by the Lilydale Bowls Club. 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 operation project.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24556	Blackspot Program 23/24	\$160,292	\$26,085	\$0	\$134,207
OPM25301	OPM2024 George/Balfour Kerb Outstands	\$17,000	\$0	\$26,085	\$43,085
	TOTALS	\$177,292	\$26,085	\$26,085	\$177,292

The project scope of works:

Project 25301 George/Balfour Kerb Outstands has received grant funding from the Blackspot Program and requires the City of Launceston component of the funding to be allocated from project 24556 Blackspot Program 23/24.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24514	Parks Electrical & Lighting Program	\$195,007	\$13,261	\$0	\$181,746
CP24485	St Leonards Athletic Centre - Toilet Facilities	\$3,685	\$3,210	\$0	\$475
OP25034	OPM2024 Parks Transfers from Capital	\$0	\$0	\$16,471	\$16,471
CP24439	Remount Road Depot Compliance	\$300,000	\$6,700	\$0	\$293,300
OP25369	OPM2024 Buildings Transfers from Capital	\$0	\$0	\$6,700	\$6,700
	TOTALS	\$498,692	\$23,171	\$23,171	\$498,692

The project scope of works:

Work undertaken on projects 24514 Parks Electrical & Lighting Program, 24485 St Leonards Athletic Centre - Toilet Facilities, 24439 Remount Road Depot Compliance do not meet the requirements under Council's Capitalisation Framework Document. As these costs cannot be capitalised, actuals have been moved to the operations area and required the matching budget amount to be transferred to the applicable operations projects.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24416	Parks Road & Car Park Reseal Program	\$178,082	\$11,590	\$0	\$166,492
CP24514	Parks Electrical & Lighting Program	\$181,746	\$5,377	\$0	\$176,369
CP24322	First Basin Pool Refurbishment	\$110,357	\$45,812	\$0	\$64,545
OP25034	OPM2024 Parks Transfers from Capital	\$16,471	\$0	\$62,779	\$79,250
CP24172	BAS Buildings Electrical Switchboards	\$187,000	\$187,000	\$0	\$0
OP25369	OPM2024 Buildings Transfers from Capital	\$6,700	\$0	\$187,000	\$193,700
	TOTALS	\$680,356	\$249,779	\$249,779	\$680,356

The project scope of works:

Work undertaken on Capital projects 24416 Parks Road & Car Park Reseal Program, 24514 Parks Electrical & Lighting Program and 24322 First Basin Pool Refurbishment do not meet the requirements under Council's Capitalisation Framework Document. As these works cannot be capitalised actuals have been moved into the operations area and requires the matching budget amount to be transferred to the applicable operations project.

Work undertaken on Capital project 24172 BAS Buildings Electrical Switchboards does not meet the requirements under Council's Capitalisation Framework Document. As these works cannot be capitalised actuals have been moved into 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
CP24539	Town Hall/Annex Switch Board Upgrades	\$120,000	\$6,892	\$0	\$113,108
OP25369	Buildings Transfer from Capital	\$193,700	\$0	\$6,892	\$200,592
	TOTALS	\$313,700	\$6,892	\$6,892	\$313,700

The project scope of works:

Work undertaken on project 24539 Town Hall/Annex Switch Board Upgrades 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
CP24436	Sports Facilities Renewal Program 22/23	\$338,120	\$37,428	\$0	\$300,692
OP25369	OPM2024 Buildings Transfer from Capital	\$200,592	\$0	\$37,428	\$238,020
	TOTALS	\$538,712	\$37,428	\$37,428	\$538,712

The project scope of works:

Work undertaken on CP24436 Sports Facilities Renewal Program 22/23 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
CP24247	QVMAG Redevelopment	\$350,300	\$197,229	\$0	\$153,071
CP24537	QVMAG Plant & Equipment	\$245,850	\$2,636	\$0	\$243,214
CP24543	QVMAG Display Furniture	\$100,000	\$41,866	\$0	\$58,134
CP24548	QVMAG Minor Exhibition Hardware Renewal	\$50,000	\$13,160	\$0	\$36,840
CP24573	QVMAG Furniture & Equipment Purchases 23/24	\$19,305	\$3,952	\$0	\$15,353
OP25384	QVMAG Transfers from Capital	\$0	\$0	\$258,843	\$258,843
	TOTALS	\$765,455	\$258,843	\$258,843	\$765,455

The project scope of works:

Concept design works and a small amount of promotional work undertaken on the QVMAG Redevelopment 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 project.

Capital to Operations	Operations	Capital
CV Road Surface Renewal 23/24	\$3,411	(\$3,411)
Lilydale Bowls Club Synthetic Green	\$231,060	(\$231,060)
Blackspot Program 23/24	\$26,085	(\$26,085)
Parks Electrical & Lighting Program	\$13,261	(\$13,261)
St Leonards Athletic Centre - Toilet Facilities	\$3,210	(\$3,210)
Remount Road Depot Compliance	\$6,700	(\$6,700)
Parks Road & Car Park Reseal Program	\$11,590	(\$11,590)
Parks Electrical & Lighting Program	\$5,377	(\$5,377)
First Basin Pool Refurbishment	\$45,812	(\$45,812)
BAS Buildings Electrical Swithboards	\$187,000	(\$187,000)
Town Hall/Annex Switch Board Upgrades	\$6,892	(\$6,892)
Sports Facilities Renewal Program 22/23	\$37,428	(\$37,428)
QVMAG Redevelopment	\$197,229	(\$197,229)
QVMAG Plant & Equipment	\$2,636	(\$2,636)
QVMAG Display Furniture	\$41,866	(\$41,866)
QVMAG Minor Exhibition Hardware Renewal	\$13,160	(\$13,160)
QVMAG Furniture & Equipment Purchases 23/24	\$3,952	(\$3,952)
TOTAL	\$836,669	(\$836,669)

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24583	OSN IT Minor Capital Expenditure 23/24	\$0	\$0	\$1,240	\$1,240
P22871.010	Community Engagement	\$85,000	\$1,240	\$0	\$83,760
	TOTALS	\$85,000	\$1,240	\$1,240	\$85,000

The project scope of works:

The Innovation and Performance team has identified a need for a small portable projector to assist with the number of off-site community meetings which are being undertaken. Unspent budget has been identified within the Community Engagement operational project to be transferred to a capital project to enable the purchase of this new asset.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OP25296	OPM2024 Bus Stop Upgrade Program	\$100,000	\$20,833	\$0	\$79,167
CP24614	Bus Stop Upgrade Project 2024	\$0	\$0	\$20,833	\$20,833
	TOTALS	\$100,000	\$20,833	\$20,833	\$100,000

The project scope of works:

Major Operations project 25296 Bus Stop Upgrade Program will have assets that meet Council's Capitalisation Framework Document and this budget needs to be transferred to Capital project 24614 Bus Stop Upgrade Project.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24608	Sea Scout Pontoon Renewal	\$0	\$0	\$256,272	\$256,272
GL10.0.6520.1000.16037	Parks Assets - Income Insurance Recovery	\$0	\$256,272	\$0	(\$256,272)
	TOTALS	\$0	\$256,272	\$256,272	\$0

The project scope of works:

Insurance funds have been received in relation to the October 2022 Flood. Within the settlement was an amount relating to repairs to the Sea Scouts Pontoon. These works are to be undertaken within the capital projects and therefore this budget amendment is to recognise the budget on the project where to work will be undertaken.

Operations to Capital	Operations	Capital
OSN IT Minor Capital Expenditure 23/24	(\$1,240)	\$1,240
OPM2024 Bus Stop Upgrade Program	(\$20,833)	\$20,833
Sea Scout Pontoon Renewal	(\$256,272)	\$256,272
TOTAL	(\$278,345)	\$278,345

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24570	Workers Memorial Garden Upgrade Project	\$180,100	\$0	\$290,000	\$470,100
GL10.0.1067.1000.12743	Parks & Gardens - Federal Capital Grant	(\$1,823,952)	\$290,000	\$0	(\$2,113,952)
	TOTALS	(\$1,643,852)	\$290,000	\$290,000	(\$1,643,852)

The project scope of works:

External grant funding has been allocated to City of Launceston for the Workers Memorial Garden Upgrade, project 24570. It is required that these unbudgeted funds are recognised for this work.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24570	Workers Memorial Garden Upgrade Project	\$470,100	\$0	\$36,750	\$506,850
GL10.0.1067.1000.12565	Parks & Gardens – Capital Cash Contribution	(\$5,100)	\$36,750	\$0	(\$41,850)
	TOTALS	(\$465,000)	\$36,750	\$36,750	(\$465,000)

The project scope of works:

External funding from Unions Tasmania has been received by City of Launceston for the Workers Memorial Garden Upgrade, project 24570. It is required that these unbudgeted funds are recognised for this work.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24606	Hoblers Bridge Netball Courts	\$0	\$0	\$100,000	\$100,000
GL10.0.106610.00.12732	Sporting Grounds Capital Grants	(\$2,750,000)	\$100,000	\$0	(\$2,850,000)
	TOTALS	(\$2,750,000)	\$100,000	\$100,000	(\$2,750,000)

The project scope of works:

External grant funding has been allocated to City of Launceston for the lighting upgrade at Hoblers Bridge Netball Courts, project 24606. It is required that these unbudgeted funds are recognised for this work.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24614	Bus Stop Upgrade Project 2024	\$20,833	\$0	\$236,450	\$257,283
GL10.0.1075.10.00.12731	State Capital Grants - Roads	(\$387,000)	\$236,450	\$0	\$623,450
CP24633	City Wide Play space Equipment 24/25	\$0	\$0	\$16,705	\$16,705
GL10.0.1066.1000.12732	State Capital Grants - Sporting Grounds	(\$2,850,000)	\$16,705	\$0	(\$2,866,705)
	TOTALS	(\$3,216,167)	\$253,155	\$253,155	(\$3,216,167)

The project scope of works:

External grant funding has also been allocated to Council for project 24614 Bus Stop Upgrade Project under the Transport Tasmania All-Weather All-Access Bus Stop Access Program Round 2 to construct accessible bus stops in the Launceston Municipality. It is therefore required that these external funds are recognised on the Capital Project.

External grant funding has allocated to Council under the Active Tasmania Equipment Grant for the purchase of portable and fixed soccer goals. It is therefore required that these external funds are recognised on project 24563 City Wide Play Space Equipment.

External Funding	Operations	Capital
Workers Memorial Garden Upgrade Project	(\$326,750)	\$326,750
Hoblers Bridge Netball Courts	(\$100,000)	\$100,000
Bus Stop Upgrade Project 2024	(\$236,450)	\$236,450
City Wide Play space Equipment 24/25	(\$16,705)	\$16,705
TOTAL	(\$679,905)	\$679,905

1(d) 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
CP24349	Birch Avenue & Churchill Park Facilities	\$4,250,000	\$2,600,000	\$0	\$1,650,000
CP24616	Birch Avenue Facilities	\$0	\$0	\$2,600,000	\$2,600,000
	TOTALS	\$4,250,000	\$2,600,000	\$2,600,000	\$4,250,000

The project scope of works:

Project 24349 Birch Avenue & Churchill Park Facilities has been split and new project 24616 Birch Avenue Facilities has been created to capture the completed works. Actuals have been moved into the new project and requires the matching budget amount to be transferred.

1(e) The following items have been affected by external funding not received in 2023/24 that are now expected to be received in 2024/25:

Project Number	Project Description	External Funds
CP24693	Flood Intelligence System 24/25	\$100,250
CP24441	QVMAG Phenomena Factory Redevelopment	\$800,000
CP24140	Albert Hall Upgrade	\$8,800,000
CP24609	St Leonards Sports Hall Access Ramp	\$200,000
CP24360	Launceston Aquatic Air Handling Unit Replacement	\$790,088
CP24616	Birch Avenue Facilities Upgrades	\$250,000
CP24565	Royal Park Skate Park	\$200,000
CP24143	Reimagining the Cataract Gorge	\$530,000

CP23705	Alexandra Suspension Bridge	\$37,022
CP24358	Duck Reach Engineering Museum Equipment	\$50,000
CP24571	Road Safety Centre Stabilisation Stg 3/4	\$472,931
CP24570	Workers Memorial Garden Upgrade Prj Mgmt	\$232,000
CP24556	Blackspot Program 23/24	\$83,000
CP24603	North Lilydale Road Guard Rail	\$22,000
CP24423	Forster Street Bike Path	\$260,000
CP24614	Bus Stop Upgrade Project 2024	\$236,450
CP24613	Lilydale & Golconda Road Safety Improvement Program	\$696,184
CP24056	Tennis Centre Upgrade	\$2,100,000
	TOTAL	\$15,859,925

The project scope of works:

For the projects listed, the Council had budgeted for and expected to receive external funding in 2023/2024. These funds are now expected to be received in 2024/2025. This amendment removes the budget from 2023/2024, with the budget being updated accordingly in the 2024/2025 budget amendment 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
CP24009	Queechy Lake Bird Hide	\$70,000	(\$70,000)	\$0	Decrease
CP24620	We Go Swing	\$0	\$70,000	\$70,000	Increase
CP24475	LWC - R3/R6 Side Wall Treatment	\$774,609	(\$115,000)	\$659,609	Decrease
CP24617	LWC - Additional Sawtooth Bin	\$0	\$115,000	\$115,000	Increase
CP24439	Remount Road Depot Compliance	\$293,300	(\$293,300)	\$0	Decrease
CP24600	LWC Cribb Room & Amenities	\$100,000	\$293,300	\$393,300	Increase
CP24516	CoL Fire Panel Upgrades 23/24	\$134,808	(\$45,000)	\$89,808	Decrease
CP24610	Blue Café Structural Defects	\$0	\$45,000	\$45,000	Increase
OP25307	OPM2024 Blaydon Street Pedestrian Refuge	\$20,000	(\$20,000)	\$0	Decrease

OP25316	OPM2024 Dowling Street Pedestrian Refuge	\$60,000	\$20,000	\$80,000	Increase
CP24143	Reimagining the Cataract Gorge 21-23	\$1,548,902	(\$380,855)	\$1,168,047	Decrease
CP24618	Cataract Gorge Retaining Wall	\$0	\$380,855	\$380,855	Increase
CP24436	Sports Facility Renewal Program 22/23	\$300,692	(\$199,165)	\$101,527	Decrease
CP24443	CBD Public Toilet Renewal	\$60,000	\$187,165	\$247,165	Increase
CP24540	Town Hall Clock Automation	\$65,000	\$12,000	\$77,000	Increase
CP24575	Town Hall & Annexe Plant & Equipment 23/24	\$46,906	(\$30,000)	\$16,906	Decrease
CP24443	CBD Public Toilet Renewal	\$247,165	\$30,000	\$277,165	Increase
CP24515	CoL Air Conditioners 23/24	\$41,225	(\$26,225)	\$15,000	Decrease
CP24286	Customer Service Air Con Renewal	\$40,000	\$26,225	\$66,225	Increase
CP24640	QVMAG Gallery LED Spot Lights 24/25	\$0	\$140,000	\$140,000	Increase
CP24543	QVMAG Display Furniture	\$200,000	(\$100,000)	\$100,000	Decrease
CP23732	LWC Russells Plains Clay Pit Rehab	\$2,455,000	(\$400,000)	\$2,055,000	Decrease
CP24568	LWC R1/R5 Liner Design	\$100,000	\$400,000	\$500,000	Increase
CP23960	QVMAG Collection Audit	\$991,750	(\$40,000)	\$951,750	Decrease
	TOTALS	\$7,549,357	\$0	\$7,549,357	

The following capital project adjustments have occurred in the period 1 June to 30 June 2024:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24009	Queechy Lake Bird Hide	\$70,000	\$70,000	\$0	\$0
CP24620	We Go Swing	\$0	\$0	\$70,000	\$70,000
	TOTALS	\$70,000	\$70,000	\$70,000	\$70,000

The project scope of works:

Capital project 24009 Queechy Lake Bird Hide has been cancelled after considerable scope creep and a lack of available resources to carry out the project, due to this it has been determined to reallocate the budget funds to Capital project 24650 We Go Swing. The swing is a donated asset and installation is to be funded by City of Launceston. The installation of this single piece of equipment exceeds the annual Playground Renewal budget of \$45,000. It is anticipated that the Bird Hide project will be submitted for future budget consideration.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24475	LWC - R3/R6 Side Wall Treatment	\$774,609	\$115,000	\$0	\$659,609
CP24617	LWC - Additional Sawtooth Bin	\$0	\$0	\$115,000	\$115,000
	TOTALS	\$774,609	\$115,000	\$115,000	\$774,609

The project scope of works:

Project 24475 LWC R3/R6 Side Wall Treatment has been delivered for less than the budget amount. This has allowed for the creation of an additional sawtooth bin at the waste centre. This additional bin will provide for two very important diversion from landfill opportunities:

1. The greenwaste collection area is closed when we mulch, each time the pad is closed for around 2 weeks. During mulching all greenwaste delivered to the transfer station is sent to the sawtooth bins and disposed of to landfill.
2. During other times, the additional bin will be used for scrap metal.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24439	Remount Road Depot Compliance	\$293,300	\$293,300	\$0	\$0
CP24600	LWC Cribb Room & Amenities	\$100,000	\$0	\$293,300	\$393,300
	TOTALS	\$393,300	\$293,300	\$293,300	\$393,300

The project scope of works:

Professional reports have determined that the non-compliance issues identified for project 24439 Remount Road Depot Compliance are not as serious as first thought. Therefore these budget funds have allowed for an expansion of the project scope on project 24600 LWC Cribb Room & Amenities.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24516	CoL Fire Panel Upgrades 23/24	\$134,808	\$45,000	\$0	\$89,808
CP24610	Blue Café Structural Defects	\$0	\$0	\$45,000	\$45,000
	TOTALS	\$134,808	\$45,000	\$45,000	\$134,808

The project scope of works:

Project 24516 CoL Fire Panel Upgrades 23/24 - All fire panels scheduled for replacement have been completed. This was able to be done under budget, meaning the remaining budget is to be transferred to project 24610 Blue Café Structural Defects, as a recent inspection of the property found there were structural defects with the footings of the building, therefore this budget is needed to rectify this issue.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OP25307	OPM2024 Blaydon Street Pedestrian Refuge	\$20,000	\$20,000	\$0	\$0
OP25316	OPM2024 Dowling Street Pedestrian Refuge	\$60,000	\$0	\$20,000	\$80,000
	TOTALS	\$80,000	\$20,000	\$20,000	\$80,000

The project scope of works:

Major Operations project 25307 Blaydon St Pedestrian Refuge, design work showed that the pedestrian refuge was unsuitable for the area. Blackspot funding for this has received permission to be re-allocated to Major Operations project 25316 Dowling Street Pedestrian Refuge.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24143	Reimagining the Cataract Gorge 21-23	\$1,548,902	\$380,855	\$0	\$1,168,047
CP24618	Cataract Gorge Retaining Wall	\$0	\$0	\$380,855	\$380,855
CP24436	Sports Facility Renewal Program 22/23	\$300,692	\$199,165	\$0	\$101,527
CP24443	CBD Public Toilet Renewal	\$60,000	\$0	\$187,165	\$247,165
CP24540	Town Hall Clock Automation	\$65,000	\$0	\$12,000	\$77,000
	TOTALS	\$1,974,594	\$580,020	\$580,020	\$1,974,594

The project scope of works:

Capital project 24618 Cataract Gorge Retaining Wall has been created to capture the costs of renewing the retaining wall asset. This work is part of Capital project 24143 Re-imagining the Cataract Gorge and, therefore, requires the matching budget be moved into the new project.

Capital project 24436 Sports Facility Renewal Program is under-budget due to contractor availability. Some of the unspent budget needs to be transferred to Capital project 24443 CBD Public Toilet Renewal as the project scope did not meet the actual work required. Due to increases in material costs the Capital project 24540 Town Hall Clock Automation will also require some additional funding.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24575	Town Hall & Annexe Plant & Equipment 23/24	\$46,906	\$30,000	\$0	\$16,906
CP24443	CBD Public Toilet Renewal	\$247,165	\$0	\$30,000	\$277,165
CP24515	CoL Air Conditioners 23/24	\$41,225	\$26,225	\$0	\$15,000
CP24286	Customer Service Air Con Renewal	\$40,000	\$0	\$26,225	\$66,225
	TOTALS	\$375,296	\$56,225	\$56,225	\$375,296

The project scope of works:

Project 24515 CoL Air Conditioners has been delivered for less than the budgeted amount, therefore, the excess budget funds can be transferred to project 24286 Customer Service Air Con Renewal as costs to undertake this work are significantly more than expected.

Project 24575 Town Hall & Annexe Plant & Equipment 23/24 has been delivered for less than the budgeted amount. This unspent budget needs to be transferred to project 24443 CBD Public Toilet Renewal as the project scope did not meet the actual work required.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24640	QVMAG Gallery LED Spot Lights 24/25	\$0	\$0	\$100,000	\$100,000
CP24543	QVMAG Display Furniture	\$200,000	\$100,000	\$0	\$100,000
	TOTALS	\$200,000	\$100,000	\$100,000	\$200,000

The project scope of works:

A review has been undertaken across the QVMAG capital projects for 2023/24. It has been found that across all project there will be an approximate underspend of \$100,000. Instead of not utilising these budget funds the team at QVMAG have assessed that gallery lighting still remains a high priority across both museum sites. It is therefore requested that the excess budget funds be allocated to continue lighting replacements into 2024/25.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP23732	LWC Russells Plains Clay Pit Rehab	\$2,455,000	\$400,000	\$0	\$2,055,000
CP24568	LWC R1/R5 Liner Design	\$100,000	\$0	\$400,000	\$500,000
CP23960	QVMAG Collection Audit	\$991,750	\$40,000	\$0	\$951,750
CP24640	QVMAG Gallery LED Spot Lights 24/25	\$100,000	\$0	\$40,000	\$140,000
	TOTALS	\$3,646,750	\$440,000	\$440,000	\$3,646,750

The project scope of works:

A final review has been undertaken across the completed capital projects for 2023/24. It has been found that across all project there will be an approximate underspend of \$440,000, with the main projects associated with this underspend being the Russells Plains Clay Pit Rehabilitation project and the QVMAG Collection Audit project. Instead of not utilising these budget funds an assessment has been undertaken for where the funds may be appropriately utilised for similar purposes and it has been determined that the lighting project for 2024/25 at the QVMAG continues to be a high priority project for the team along with the R1/R5 Liner design project which is due to commence in 2024/25 financial year being expected to incur significant costs.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL ASPECTS:

As per the report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.5. 2024/2025 Budget - Budget Amendments

FILE NO: SF6817/SF7334

AUTHOR: Samuel Kelty (Manager Finance)

APPROVER: Louise Foster (General Manager Organisational Services Network)

DECISION STATEMENT:

For Council to:

1. consider changes to the Council's 2024/2025 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).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993 (Tas)* and by an absolute majority, approves the following changes to the 2024/2025 Statutory Estimates:
 - (a) Revenue
 - i. the net increase in revenue from external grants and contributions of \$15,859,925.
 - (b) Expenses
 - i. the net increase in operations expenditure of \$25,374.
 - (c) Capital Works Expenditure
 - i. the net increase in expenditure from external funds of \$15,859,925.
 2. notes that amendments from Recommendation 1. result in:
 - (a) the operating surplus being amended to \$12,769,574 (including capital grants of \$18,415,925) for 2024/2025.
 - (b) the capital budget being increased to \$42,770,925 for 2024/2025.
-

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 additional Council Funds.

	Operations \$'000	Capital \$'000
Statutory Budget as 01/07/2024	(3,065)	26,911
<u>Amendments</u>		
Additional Council Funds	(25)	0
Capital to Operations	0	0
Operations to Capital	0	0
External Funds	0	0
External Funds Not Received	15,860	15,860
Statutory Budget as at 01/07/2024	12,770	42,771
Deduct Capital Grants and Contributions	(18,416)	
Underlying Operating Budget Surplus/(Deficit)	(5,646)	
<u>Underlying Results Adjustment</u>		
Tamar Estuary River Health Action Plan Contribution	5,000	
Underlying Operating Budget Surplus/(Deficit)	(646)	

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

Details of the amendments are as follows:

1(a) The following items need to be allocated additional Council funding:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL10.0.1090. 1000.21210	Contribution CBD Promotional	\$563,862	\$0	\$25,374	\$589,236
	TOTALS	\$563,862	\$0	\$25,374	\$589,236

The project scope of works:

Launceston Central operate as a marketing agency for the Launceston Central Business District, designed to lead marketing and promotional activities within the area. The organisation is fully funded by the City of Launceston. The current funding agreement, in its final year and due to be renewed for next year and beyond, does not include an allowance for any annual increase to the funding level provided. Launceston Central wrote to the City of Launceston requesting an increase to assist with the significant inflationary pressures being experienced within the economy and community. An increase of 4.5%,

which is the City of Launceston’s general rate increase for 2024/2025, has been deemed an appropriate increase to be applied. This will allow Launceston Central to continue to carry out their activities without compromising on the current service level.

Additional Council Funding	Operations	Capital
Contribution CBD Promotional	\$25,374	\$0
TOTAL	\$25,374	\$0

1(b) The following items have been affected by external funding not received in 2023/2024 that are now expected to be received in 2024/2025:

Project Number	Project Description	External Funds
CP24693	Flood Intelligence System 24/25	\$100,250
CP24441	QVMAG Phenomena Factory Redevelopment	\$800,000
CP24140	Albert Hall Upgrade	\$8,800,000
CP24609	St Leonards Sports Hall Access Ramp	\$200,000
CP24360	Launceston Aquatic Air Handling Unit Replacement	\$790,088
CP24616	Birch Avenue Facilities Upgrades	\$250,000
CP24565	Royal Park Skate Park	\$200,000
CP24143	Reimagining the Cataract Gorge	\$530,000
CP23705	Alexandra Suspension Bridge	\$37,022
CP24358	Duck Reach Engineering Museum Equipment	\$50,000
CP24571	Road Safety Centre Stabilisation Stg 3/4	\$472,931
CP24570	Workers Memorial Garden Upgrade Prj Mgmt	\$232,000
CP24556	Blackspot Program 23/24	\$83,000
CP24603	North Lilydale Road Guard Rail	\$22,000
CP24423	Forster Street Bike Path	\$260,000
CP24614	Bus Stop Upgrade Project 2024	\$236,450
CP24613	Lilydale & Golconda Road Safety Improvement Program	\$696,184
CP24056	Tennis Centre Upgrade	\$2,100,000
	TOTAL	\$15,859,925

The project scope of works:

For the projects listed, the Council had budgeted for and expected to receive external funding in 2023/2024. These funds are now expected to be received in 2024/2025. This amendment reinstates the external funds budgets which are now expected to be received during 2024/2025.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL ASPECTS:

As per the report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.6. Councillor Professional Development - Online Learning Module Participation Report to June 2024

FILE NO: SF4163

AUTHOR: Leanne Purchase (Manager Governance)

APPROVER: Louise Foster (General Manager Organisational Services Network)

DECISION STATEMENT:

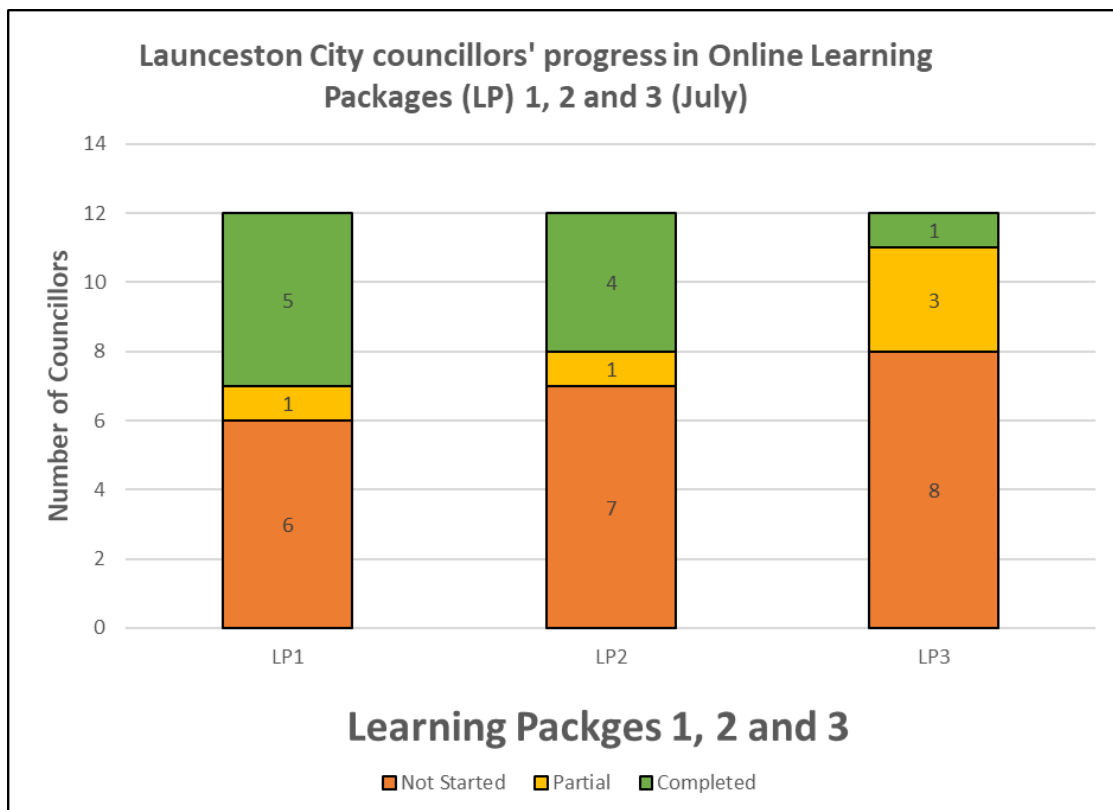
To consider information from the Office of Local Government that details the participation of Councillors in online learning modules for the quarter ending June 2024.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council notes progress towards completion of online learning modules by City of Launceston Councillors, as reported by the Office of Local Government on 9 July 2024 for the quarter ending June 2024:



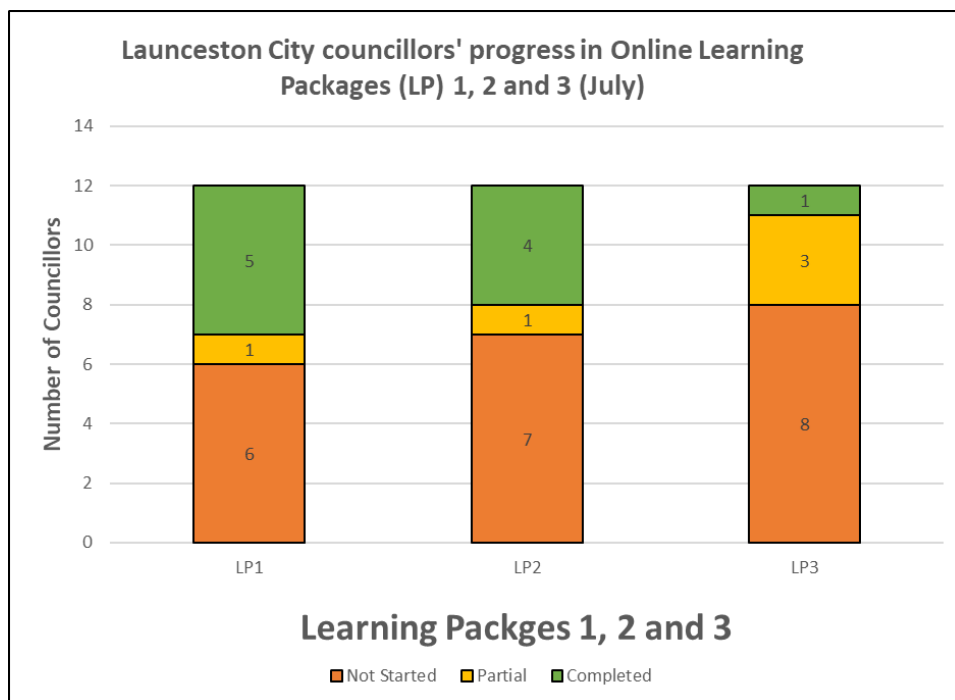
REPORT:

At the beginning of their term in office, Councillors committed to engage in ongoing professional development. To help Councillors meet this commitment, the Office of Local Government established the Learn To Lead Framework, which provides resources and learning opportunities for Tasmanian Councillors.

The Framework delivers learning and development in different formats and forums, one of which is online learning.

Currently, three online learning packages are available to Councillors. The Office of Local Government reports quarterly about completion of these packages. Completion of the online learning packages is not compulsory.

For the quarter ending June 2024, the Office of Local Government reports City of Launceston Councillors' progress towards completion of the online learning packages is:



The chart relates to City of Launceston Councillors only, and illustrates that for learning package one, five Councillors completed the package, one Councillor partially completed the package, and six Councillors did not start the package. For learning package two, four Councillors completed the package, one Councillor partially completed the package, and seven Councillors did not start the package. For learning package three, one Councillor completed the package, three Councillors partially completed the package, and eight Councillors did not start the package.

The full report was sent directly to Councillors from the Office of Local Government by email on 9 July 2024 (ECM Doc Set ID 5094516).

RISK IMPLICATIONS:

Not considered relevant to this report as this report is for noting only.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

2. To facilitate direct investment in the local economy to support its growth.

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.

4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.

BUDGET AND FINANCIAL IMPLICATIONS:

There are no enrolment fees in respect of the online learning packages.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.7. Local Government Association of Tasmania - Voting Directions for Annual General Meeting and General Meeting 26 July 2024

FILE NO: SF2218, SF2217

AUTHOR: Leanne Purchase (Manager Governance)

APPROVER: Louise Foster (General Manager Organisational Services Network)

DECISION STATEMENT:

To consider voting directions to be provided to the City of Launceston's delegate at the Local Government Association of Tasmania's 2024 Annual General Meeting and General Meeting to be held on 26 July 2024.

RECOMMENDATION:

That Council:

1. appoints Councillor Danny Gibson to be the City of Launceston's delegate at the Local Government Association of Tasmania's 2024 Annual General Meeting and General Meeting to be held on 26 July 2024.
2. in respect of the Local Government Association of Tasmania's 2024 Annual General Meeting, directs its delegate to vote as follows for the matters listed below:

Item	Page (in agenda papers)	Matters for decision	City of Launceston vote/comment
1	4	Minutes of 111th Annual General Meeting <i>That the Minutes of the 111th Annual General Meeting, held 30 June 2023 be confirmed.</i>	Confirm
2	4	Presidents Report <i>That the President's report be received.</i>	Receive
3	5	Financial Statements to 30 June 2023 <i>That the Financial Statements for the period 1 July 2022 to 30 June 2023 be received and adopted.</i>	Receive and adopt
4	5	2024-2025 LGAT Budget and Subscriptions <i>That Members endorse the 2024/2025 LGAT Budget and Subscriptions for an overall 3.5% subscription increase for councils.</i>	Support

5	8	President and Vice President Honorariums <i>That the President's and Vice President's honorariums for the period 1 July 2024 to 30 June 2025 be adjusted in accordance with the movement in the Wages Price Index.</i>	Support
6	9	General Management Committee Allowances <i>That Members endorse the proposed changes to the GMC members sitting fees.</i>	Support
7	10	Reports From Board Representatives <i>Decision Sought</i> <i>(a) That the reports from representatives on various bodies be received and noted.</i> <i>(b) That Members acknowledge the time and effort put in by all Association representatives on boards, working parties, advisory groups and committees etc.</i>	(a) Receive and note (b) Acknowledge

3. in respect of the Local Government Association of Tasmania's 2024 General Meeting to be held on 26 July 2024, directs its delegate to vote as follows for the matters listed below:

Item	Page (in agenda papers)	Matters for decision	City of Launceston vote/comment
1.1	5	Confirmation of Minutes <i>That the Minutes of the meeting held on 14 March 2024, as circulated, be confirmed.</i>	Confirm
1.2	6	Business Arising <i>That Members note the information.</i>	Note
1.3	6	Confirmation of Agenda <i>That consideration be given to the Agenda items and the order of business.</i>	Confirm
1.4	6	Follow Up of Motions <i>That Members note the following report.</i>	Note
1.5	7	President's Report <i>That Members note the report on the President's activity from 23 February to 3 July 2024.</i>	Note
1.6	8	Chief Executive Officer's Report <i>That the Meeting note the report on the CEO's activity 23 February to 3 July 2024.</i>	Note

1.7	10	Annual Plan Update <i>That Members note the report against the Annual Plan.</i>	Note
1.8	11	Council Round Ups <i>That Members note there will not be a council round up this meeting.</i>	Note
2.1	12	Motion - Proposed Amendment to the Pensioner Rates Remission Guidelines <i>That LGAT calls upon the State Government to amend its Pensioner Rates Remission Guidelines to benefit pensioners who receive an eligible card within a financial year, post 1 July.</i>	Supported - The City of Launceston receives regular feedback from ratepayers who receive an eligible card within the financial year but cannot access the remission. Consultation on the mechanics of the claiming process would be required.
3.1	13	Workplace Health and Safety Review <i>That Members discuss the progress on the implementation of the Workplace Health and Safety Review of Elected Representatives (WH&S Review) and additional actions.</i>	Discuss
4.1	15	State Election Summary <i>That Members note the report on the State election 2024.</i>	Note
4.2	18	Inquiry into Local Government Sustainability <i>That Members note the report on the Federal Government Inquiry into local government sustainability.</i>	Note
4.3	19	Planning Update <i>That Members note the update on activities in planning policy, including planning reforms.</i>	Note
4.4	21	Housing Policy Update <i>That Members note the update on housing policy and activities.</i>	Note
4.5	23	Emergency Management and Recovery Update <i>That Members note the update on emergency management and recovery.</i>	Note
4.6	25	Safeguarding Children <i>That Members note the update on safeguarding children and child safe organisations.</i>	Note
4.7	27	Health and Wellbeing <i>That Members note the report on the LGAT health and wellbeing activities.</i>	Note
4.8	28	TasWater <i>That Members note the update on TasWater matters.</i>	Note
4.9	30	Climate Change <i>That Members note the update on climate change activities.</i>	Note

4.10	31	EPA Memorandum of Understanding Annual Report <i>That Members note the update on the EPA Memorandum of Understanding Annual Report.</i>	Note
4.11	33	Waste and Resource Recovery <i>That Members note the report on waste and resource recovery.</i>	Note
4.12	34	Regional Towns CCTV Project <i>That Members note the update on the Regional Towns CCTV project June 2024.</i>	Note
4.13	35	Procurement Update <i>That members note the following update on procurement support for councils.</i>	Note
4.14	39	Events and Professional Development Overview <i>That Members note the report on events and elected representative learning and development.</i>	Note
4.15	41	Policy Update <i>That Members note the update on various policy items.</i>	Note

REPORT:

The Local Government Association of Tasmania is the peak body for local government in Tasmania. The Local Government Association of Tasmania's 2024 Annual General Meeting and next General Meeting will be held in Devonport on 26 July 2024.

The City of Launceston is usually represented by Mayor Councillor Matthew Garwood or Deputy Mayor Councillor Hugh McKenzie. As neither Mayor Garwood nor Councillor McKenzie will be in attendance, this report seeks to have Councillor Danny Gibson appointed to be the City of Launceston's delegate for both meetings on 26 July 2024.

An outline of matters requiring decisions at both meetings, with a recommended voting direction for consideration by the Council, is included in this report's Recommendation. On the day of the meetings, Councillor Gibson will have the Council's determination in respect of this report to hand, so that City of Launceston votes will be directed in the manner determined by the Council.

Relevant agenda papers are included as attachments 1 and 2.

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:

Provision for attendance at Local Government Association of Tasmania meetings is a budgeted item.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. LGAT 26 July 2024 AGM and Attachments [20.7.1 - 54 pages]
2. LGAT 26 July 2024 General Meeting Agenda [20.7.2 - 158 pages]

21. CHIEF EXECUTIVE OFFICER NETWORK

No items have been identified as part of this Agenda

22. LATE ITEMS

No Late Items have been identified as part of this Agenda

23. CLOSED COUNCIL

This decision requires an absolute majority of Council.

RECOMMENDATION:

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

23.1. Confirmation of the Minutes

REASON FOR CLOSED COUNCIL:

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.

23.2. Tender - Forster St Cycle Way - CD013/2024

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2)(d) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

- (d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

23.3. Councillor's Leave of Absence

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2)(h) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

- (h) applications by councillors for a leave of absence.

23.4. Punchbowl Cottage Lease

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2)(g)(h) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

- (g) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.
- (h) applications by councillors for a leave of absence.

24. MEETING CLOSURE

25. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 1.00pm on 8 August 2024 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.