



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 30 APRIL 2020
1.00pm**

Notice is hereby given that the Ordinary Meeting of the City of Launceston Council will be held by video conference:

Date: Thursday 30 April 2020

Time: 1.00pm

Certificate of Qualified Advice

Background

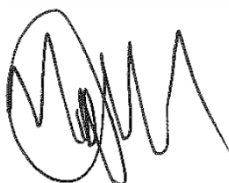
To comply with section 65 of the *Local Government Act 1993* (Tas):

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

Certification

I certify that:

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



Michael Stretton
Chief Executive Officer

RECORDING 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 www.launceston.tas.gov.au/Council/Meetings/Listen.

PUBLIC ATTENDANCE AT THE COUNCIL MEETING

We want you to stay at home to slow the spread of COVID-19. For this reason, public attendance at this Council Meeting is not permitted.

Do you wish to speak to an item in the Agenda of the Council Meeting?

- You are invited to speak to an item on the Agenda by emailing a statement of no more than 300 words. Your statement will be read aloud at the meeting.
- Your statement is not to be defamatory, inappropriate or abusive, or be intended to embarrass any person, including Councillors or Council Officers.

Do you have a question to ask during Public Question Time?

- You are invited to email up to three questions. If accepted, your questions will be read aloud at the meeting, and answered or taken on notice. If your questions are not accepted, reasons will be given.

Questions or statements must be emailed to contactus@launceston.tas.gov.au by 11am, Thursday 30 April 2020 and must include your name and a contact telephone number. If you cannot email your questions or statement, please call our Customer Service Centre on 6323 3000 for assistance.

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.

9 April 2020

Mr Michael Stretton
Chief Executive Officer
City of Launceston
PO Box 396
LAUNCESTON TAS 7250

Dear Michael

COUNCIL MEETING

In accordance with regulation 4 of the *Local Government (Meeting Procedures) Regulations 2015* (Tas) which states

- 4. Convening council meetings**
(1) *the mayor of a council may convene -*
(a) an ordinary meeting of the council; and
(b) a special meeting of council

I request that you make the necessary arrangements for the Ordinary Meetings of Council to be convened on the following Thursdays for 2020:

16 April	30 April	14 May	28 May
11 June	25 June	9 July	23 July
6 August	20 August	3 September	17 September
1 October	15 October	29 October	12 November
26 November	10 December		

commencing at 1.00pm and delivered by electronic communication in the same or similar manner to the meeting conducted on 2 April 2020.

These alternate arrangements are required as a result of the COVID-19 pandemic and associated developments.

Yours sincerely



Councillor A M van Zetten
MAYOR

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City of Launceston

COUNCIL AGENDA

Thursday 30 April 2020

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1 OPENING OF MEETING - ATTENDANCE AND APOLOGIES

2 MAYORAL ACKNOWLEDGEMENTS

3 DECLARATIONS OF INTEREST

Local Government Act 1993 - 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 16 April 2020 be confirmed as a true and correct record.

5 DEPUTATIONS

No Deputations have been identified as part of this Agenda

6 PETITIONS

Local Government Act 1993 - sections 57 and 58

No Petitions have been identified as part of this Agenda

7 COMMUNITY REPORTS

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

No Community Reports have been registered with Council 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)

(Questions on Notice must be in writing and should be received by the General Manager at least seven days before the relevant Council Meeting. Questions on Notice will be researched by Council Officers and both the Question on Notice (as received) and the response will be provided at the Council Meeting and a reply in writing will also be provided.)

8.1.1 Public Questions on Notice - Aaron De La Torre, Australian Services Union - Employment Matters During COVID-19**FILE NO:** SF6381**AUTHOR:** Leanne Purchase (Manager Governance)**CHIEF EXECUTIVE OFFICER:** Michael Stretton (Chief Executive Officer)

QUESTIONS and RESPONSES:

The following question/questions, submitted to Council on 21 April 2020 by Aaron De La Torre, Australian Services Union, have been answered by Louise Foster (General Manager, Organisational Services Network).

Question:

1. I refer to a letter which was sent by Premier Peter Gutwein and Local Government Minister Mark Shelton to all Tasmanian Council Mayors and General Managers, dated 16 April 2020. In this letter the Premier states:

“It is our expectation that councils should endeavour to retain as many employees as possible during this challenging period and that to do this councils will need to adopt different budget and financial positioning strategies than have traditionally been required. Where appropriate, councils should also redirect staff to support their COVID-19 response measures and community relief and recovery initiatives”.

Can the General Manager provide assurances to City Of Launceston’s employees that no employees will have their employment terminated as a result of COVID-19 and that Council will prioritise the maintenance of employment of each of their employees in any budgetary decisions moving forward?

Response:

The COVID-19 situation is challenging from an employment and budget perspective. The City of Launceston Council is committed to not standing down our permanent employees. Due to the closure of some Council facilities a number of casual employees are currently not being provided hours of work.

Question:

2. Clause 7.1 of Council’s enterprise agreement, the City of Launceston Enterprise Agreement 2016, and the Fair Work Act 2009 both provide requirements for consultation in relation to major workplace changes including the need to relocate employees, the alternation of hours of work or regular rosters, or in the extreme the potential termination of employment, amongst others.

The Australian Services Union and our members seek to enter into collaborative consultation in relation to any potential changes in the workplace as a result of COVID-19.

Can the General Manager assure employees of City Of Launceston that the management team will enter into consultation before any major changes are implemented in the workplace?

Response:

The standard consultation obligations under the Launceston Aquatic and City of Launceston Enterprise Agreements continue to apply while responding to COVID-19. COVID-19 is unprecedented in its impact on businesses and our experience at this early stage is that employees are understanding that significant decisions impacting on employee entitlements have needed to be made at short notice - employees have been supported with the introduction of an additional leave category, pandemic leave.

Declarations under the Public Health Act 1997 require people to stay at home unless they have to leave their primary residence for the purpose of "attending work... if unable to be performed at the person's primary residence". The City of Launceston continues to work with employees to ensure that these declarations are observed. However, working at home is not possible for all employees. The City of Launceston has temporarily relocated some employees to alternate Council venues to maximise physical distancing and to ensure we continue to have a safe place of work.

We are committed to:

- Regularly communicating with our employees to keep them advised of the changes required to be made to manage the impacts of Covid-19.*
- If we need to implement any change, we aim to provide advance notice if possible of the change and give an opportunity to consult on the effect of the changes.*

Question:

3. Given that Local Government is not eligible for the federal government's JobKeeper program, the changes which were made to the Fair Work Act 2009 in relation to COVID-19 stand downs and alternation of an employee's regular hours do not apply to City Of Launceston.

Section 524 of the Act (Employer may stand down employees in certain circumstances) requires that an employee only be stood down where they "cannot usefully be employed", that is to say that there is no useful work for employees to undertake.

Can the General Manager provide a guarantee that all possible alternate duties will be explored before considering standing employees down, including things that are usually outside of Council's core business but which assist the community with getting through, and recovering from, COVID-19? The Union can provide further details and suggestions around this matter.

Response:

The City of Launceston is committed to keeping our employees engaged in meaningful work and is investigating options that include alternate duties within our organisation. Opportunities to support external organisations in community support and recovery are also being explored.

8.1.2 Public Questions on Notice - Mr Ray Norman - QVMAG Update - Council Meeting - 16 April 2020**FILE NO:** SF6381**AUTHOR:** Lee Viney (Administration Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton (Chief Executive Officer)

QUESTIONS and RESPONSES:

The following questions, submitted to Council on 16 April 2020 by Mr Ray Norman, have been answered by Ms Tracy Puklowski (General Manager Creative Arts and Cultural Services).

Questions:

1. In the interests of ratepayers facing financial distress as a consequence of the COVID-19 Crisis will Council please provide an update on:
 - How many QAVMAG employees have been stood down;
 - How many QVMAG employees have been redeployed and to what tasks; and
 - What program adjustments are being made at the QVMAG relative to appropriate community engagement, specifically Internet facilitated engagements; and

These things given the significant public money as well as the substantial community resources committed to and the QVMAG operation currently and over time.

Response:

Due to the closure of QVMAG, hours of work are no longer available for seven casual employees. Those staff have been advised to pursue eligibility for Federal Government benefits.

Thirty one QVMAG employees continue to work on a wide range of tasks including, but not limited to: the development of digital educational resources; digitising and researching collections to support the development of onsite and online content; QVMAG publications; journal articles; exhibition scheduling; processing specimens; creating data standards, and more. Two further staff are engaged on a part-time basis to oversee building security.

While QVMAG is closed to our visitors, staff are developing new resources and content for delivery online via social media and the QVMAG website. This includes activity sheets for students and parents, video programs to replace our usual 'Discovery Play' programs on site, and a series of social media engagement campaigns to profile QVMAG's collections, content and work.

8.1.3 Public Questions on Notice - Mr Ray Norman - QVMAG Reports on Agenda - Council Meeting - 16 April 2020**FILE NO:** SF6381**AUTHOR:** Lee Viney (Administration Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton (Chief Executive Officer)

QUESTIONS and RESPONSES:

The following question/questions, submitted to Council on 16 April 2020 by Mr Ray Norman, have been answered by Ms Tracy Puklowski (General Manager Creative Arts and Cultural Services).

Questions:

2. Given the substantial amount of funding from 'the public purse', community donations and commitments plus the infrastructure committed and capital works relative to the operation of the city's 'Cultural Network' and that 'Council' is the default 'governance body' cum 'trustees' the QVMAG, Princess Theatre etc. why is that on a typical Council Agenda:
 - There is no reporting of QVMAG acquisitions or deaccessions/disposals of collection material;
 - There is no reporting of loans arrangement for QVMAG collection material and the costs and/or income derived;
 - There is no reporting of updated staffing arrangements relative strategic purposes;
 - There is no reporting of updated program development with income and/or cost projections;
 - There is no reporting of research outcomes and the costs attributed to such undertakings;
 - There is no reporting of strategic forward planning relative programming across Council's 'cultural network';
 - There is no reporting relative to income generation across Council's 'cultural network' and performance measures being achieved or otherwise;
 - There is no reporting relative to capital works and/or infrastructure provision and the associated funding?

Response:

QVMAG's current formal reporting requirement is through the Annual Report. Council also receives quarterly activity reports.

8.1.4 Public Questions on Notice - Mr Ray Norman - COVID-19 and Council Staff - Council Meeting - 16 April 2020**FILE NO:** SF6381**AUTHOR:** Lee Viney (Administration Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton (Chief Executive Officer)

QUESTIONS and RESPONSES:

The following questions, submitted to Council on 16 April 2020 by Mr Ray Norman, have been answered by Mr Michael Stretton (Chief Executive Officer).

Question:

3. In the context of the COVID-19 Crisis:

- What percentage of Council staff have been stood down on full pay and or required to take up their leave entitlements; and/or
- What percentage of Council staff have been redeployed to other duties; and/or
- What percentage of Council staff have been stood down without pay; and
- How is the current staffing strategy being funded and/or subsidised by State or Federal COVID-19 'relief funding'?

Response:

Council staff are continuing to deliver most services and therefore, no staff have been stood-down with or without pay. Even though some customer facing operations have been closed due to Tasmanian Government restrictions the majority of Council's services have not been impacted and will continue to be delivered unless further restrictions are applied.

At this stage it has not been necessary to re-deploy many staff from their substantive workplaces as there is sufficient meaningful work in their respective areas to complete. In due course as this work is completed, staff will be re-deployed into other areas of Council to complete identified meaningful work.

All casual staff have advised to pursue eligibility for Federal Government benefits.

The Council is funding its employee costs within its existing budget. Of course the budget is being constantly reviewed to reflect the changing operating conditions. The Council may take-up the offer of an interest free loan from the State Government to assist in funding the Community Care and Recovery Package.

8.1.5 Public Questions on Notice - Ms Danielle Watkins - Council Strategies for the Development of Waverley - 16 April 2020**FILE NO:** SF6381**AUTHOR:** Lee Viney (Administration Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton (Chief Executive Officer)

QUESTIONS and RESPONSES:

The following question/questions, submitted to Council on 16 April 2020 by Ms Danielle Watkins have been answered by Ms Tracey Mallet (Manager Liveable Communities).

Questions:

1. What facilities are council investigating to build at Waverley in response to helping the community access services in their own suburb during covid-19 lockdowns?
2. Would council consider providing a temporary shed or facility to be placed on council land in Waverley so that residents can access services such as emergency food, counselling etc?
3. What programs does the council have in place to support communities without facilities such as Waverley to access digital learning devices to support access to federal government university funded courses?

Response:

1. *The City of Launceston is working with multiple agencies and community services providers to ensure there is adequate support for all residents within the municipality during the current pandemic. In particular, any assistance that can be provided to vulnerable communities is being considered in conjunction with the appropriate agency.*
 2. *The State Government has indicated that essential services, including health and distribution and sale of food, is still permitted to continue and that community members who are not required to quarantine are able to travel to obtain those services. The installation of temporary infrastructure to support the delivery of essential services during a statewide emergency event would only be undertaken as part of a coordinated response, for which the Tasmanian Government is the lead authority.*
 3. *Local government is making every effort to support communities to manage during and beyond the current pandemic event. The City of Launceston has identified a number of specific measures to support its residents and ratepayers, announcing an \$8.5 million package recently. Beyond those measures already announced, individual households are encouraged to access other forms of support offered by the other tiers of*
-

government, particularly the Australian Government. Details on the Council's Community Care and Recovery Package, and links to other information and advice is available for viewing online at: <https://www.launceston.tas.gov.au/Emergency-Management/Meeting-the-challenge-of-COVID-19>. Information about access to financial help during the Coronavirus pandemic is also available on the <https://www.australia.gov.au/> website.

8.1.6 Public Questions on Notice - Mr Nathan Watkins - Development of the Waverley Community - Council Meeting - 16 April 2020**FILE NO:** SF6381**AUTHOR:** Lee Viney (Administration Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton (Chief Executive Officer)

QUESTIONS and RESPONSES:

The following questions, submitted to Council on 16 April 2020 by Mr Nathan Watkins, have been answered by Ms Tracey Mallett (Manager Liveable Communities).

Questions:

1. What current plans and/or strategies does the Launceston City Council have for the development/betterment of the Waverley community.
2. Will the Launceston City Council commit to investigating the need for a community hub/hall/centre for the residents of Waverley?
3. Will the Launceston City Council fund the supply and installation of a Waverley sign similar to the Ravenswood sign near the shopping complex?

Response:

1. *Waverley as a community, is listed on the future plan as a community development Learning Site project.*

The City of Launceston has worked in partnership with Bank of I.D.E.A.S., an international community and economic development consultancy, using their asset-based community driven efforts (ABCDE) approach to develop Learning Sites across the municipality for the past three years.

The ABCDE process involves working with residents within the community in discovering, mapping, connecting and celebrating the diverse range of community assets, and harnessing the connected assets for action that strengthens proactive and inclusive communities.

The ABCDE Learning Sites help the community focus on what's strong, not what's wrong within a community. It provides a framework that has allowed the City of Launceston to successfully deliver Learning Sites in Rocherlea, Ravenswood and Mowbray to date.

2. *The Council will commit to identifying a timeline for commencing a Learning Site project in Waverley subject to the availability of resources. The Liveable Communities team is also able to work with existing community groups and service providers in the Waverley*
-

community to support where possible any project proposals or activities that arise outside of the Learning Site program.

- 3. It was through the Learning Site project that Ravenswood identified and funded the project to establish the community sign, and infrastructure has been considered in other Learning Sites.*

The City of Launceston welcomes the opportunity to work with the Waverley community on this project either as a Learning Site initiative when the time comes, or as a result of a specific project proposal if there is sufficient community interest in progressing this idea sooner.

8.2 Public Questions Without Notice

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

(Members of the public who ask Questions without Notice at a meeting will have both the question and any answer provided recorded in the Minutes. Council Officers will endeavour to answer the question asked at the meeting, however, that is not always possible and more research may be required. If an answer cannot be provided at the Meeting, the question will be treated as a Question on Notice. A response will be provided at the next Council Meeting.)

9 PLANNING AUTHORITY

No Development Applications have been identified as part of this Agenda

10 ANNOUNCEMENTS BY THE MAYOR**11 COUNCILLORS' REPORTS**

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

12 QUESTIONS BY COUNCILLORS**12.1 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 General Manager of a question in respect of which the councillor seeks an answer at that Meeting. An answer to a Question on Notice will be in writing.)

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

12.2 Questions Without Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 29

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

13 COMMITTEE REPORTS

No Committee Reports have been identified as part of this Agenda

14 COUNCIL WORKSHOPS

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

14.1 Council Workshop Report

FILE NO: SF4401

AUTHOR: Leanne Purchase (Manager Governance)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider Council Workshops conducted since 26 March 2020.

RECOMMENDATION:

That, pursuant to Regulation 2(c) of the *Local Government (Meeting Procedures) Regulations 2015*, Council notes the Council Workshops conducted since 26 March 2020 for the purposes described:

Workshop conducted on 9 April 2020

In addition to general business, Councillors discussed -

- *a plan for Council Workshops during the COVID-19 period*
- *updates on the organisation, the Paterson Street Central Car Park development proposal, and the Innovation Grants*
- *a State Government \$150M Interest-free loan fund*
- *projects impacted by deferrals: the Greater Launceston Transport Vision, the Cityprom review, the Greater Launceston Plan review, the Recreational Facilities Strategy, the Cultural Strategy, and the City Deal 3-Year Review*
- *the Gorge proposal*
- *virtual meeting platform(s)*

Workshop conducted on 23 April 2020

In addition to general business, Councillors discussed -

- *COVID-19 update*
 - *Innovation Grants process*
 - *Launceston Airport's Chief Executive Officer*
 - *Fragrance Development Application process*
 - *Northern Recreation Hub*
 - *CBD parking restrictions*
-

REPORT:

Regulation 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 Workshop held since the last Meeting.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

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.

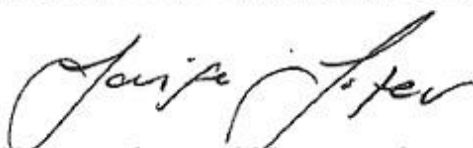
BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

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



Louise Foster - General Manager Organisational Services Network

15 NOTICES OF MOTION

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

15.1 Notice of Motion - Councillor T G Walker - Community Care and Recovery Digital Innovation Grants

FILE NO: SF5547

AUTHOR: Lee Viney (Administration Officer)

CHIEF EXECUTIVE OFFICER: Michael Stretton

DECISION STATEMENT:

To consider a Notice of Motion submitted by Councillor Tim Walker regarding Community Care and Recovery Digital Innovation Grants.

RECOMMENDATION:

Launceston City Council seek a suitable organisation to conduct an independent audit into the administering of the Community Care and Recovery Digital Innovation Grants, but not be limited to:

- a) an assessment of the rigour applied by council to the criteria of genuine need and creative and innovative solutions, citing evidence that the criteria approved by the councillors were met;
 - b) the administration of the entry and awarding process; and
 - c) the due diligence applied to the costings of successful applicants projects, including clarification around the figures representing co-contribution.
-

REPORT:***Background***

In the interests of good governance and public transparency, I would like to submit a motion calling for an independent audit into the process of the Digital Innovation Grants commencing as soon the final awards are given.

OFFICER COMMENTS:

(Michael Stretton - Chief Executive Officer)

The proposed Notice of Motion is supported, however, it is suggested that the scope of the audit needs to be broadened to consider the actual on-the-ground impact that the grant funding has on businesses within Launceston, rather than focusing solely on the administrative processes of the Council in conceiving, considering and delivering the innovation grant program.

This Council is committed to excellence in local governance and I have reviewed the processes which have been implemented by Council staff in the administration of the innovation grant process and believe them to be appropriate for the COVID-19 pandemic emergency. However, as with any Local Government grant process people will take exception if they miss out on submitting and/or receiving a grant and quite often this manifests in complaints against the process. Of course, in most cases such complaints are more conjecture than fact, which is why an independent audit process is important to provide confidence to the community that their rates have been effectively spent. Accordingly, I absolutely support an independent audit being completed.

In recognising the need for an audit of the grants program, it does not in any way lessen the fact that the City of Launceston should be proud of the work undertaken by its officers to assist its community, not only through the grants programme, but the entire \$8.9 million Community Care and Recovery Package.

As part of that package, \$650,000 was allocated to a two-tier grants programme, which was heavily subscribed in just a matter of days.

Unfortunately, some applicants did miss out and we genuinely feel for those who did. We would have loved to have been in a position to help every small to medium business and organisation in Launceston. But the reality is, the Council has limited funds compared with other tiers of government.

When this programme was developed, the Council believed it had provided sufficient funding for these grants, which would have assisted around 80 local businesses and organisations. In fact, once the grants programme has been concluded, that number will be closer to 150 businesses and their employees who will directly benefit.

Despite that, we were pleasantly surprised just how many businesses applied for the grants in such a short period of time. The demand was much greater than we could have ever anticipated.

However, we make no apologies for developing an assistance package that was attractive to the small and medium business sector, one which clearly met the rapidly changing needs of businesses, and one which is aimed at protecting Northern Tasmanian jobs.

A more traditional grants programme would have meant those businesses in desperate need of assistance could have been waiting a number of months before they saw any funding whatsoever, which would have defeated the purpose of the program altogether given the impact the pandemic is having on our community.

Our grants and sponsorship team has been working through the process of assessing both level 1 and level 2 grants concurrently. As this is a rolling processes, those businesses who have been successful in their application have been notified. These officers are skilled and experienced in the assessment of grants, and have assessed all applications against a strict set of criteria.

The grants were open to a wide range of organisations and groups, including retail, sporting and community groups, as well as locally based charitable and church groups.

The full list of all successful level 1 and level 2 applicants will be provided once the process is finalised. This is standard practice for all grant application processes and it would not be appropriate at this point to release any information regarding the successful grant applicants.

I can state categorically that no business or group was given prior notice to the grants program.

The Council had already flagged this package several weeks prior to the launch via a notice-of-motion from myself, so it was no secret what was being considered.

The Council then held a media conference on Friday, March 27 to preview the Council vote on the package, with the full contents of the package available to the public three days prior to the April 2 Council meeting.

I believe this package will contribute towards keeping Northern Tasmanians in jobs, keep businesses afloat, and boost economic confidence.

ECONOMIC IMPACT:

Consideration contained in report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Consideration contained in 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.

3. To provide an environment that is supportive to business and development within the municipality.

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:

3. To ensure decisions are made on the basis of accurate and relevant information.
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 & FINANCIAL ASPECTS:

It would be necessary to accommodate the audit in Council's Budget, currently projected to be a deficit.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

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



Michael Stretton - Chief Executive Officer

ATTACHMENTS:

1. Notice of Motion - Councillor T G Walker - Community Care and Recovery Digital Innovation Grants
-

Attachment 1 - Notice of Motion - Councillor T G Walker - Community Care and Recovery Digital Innovation Grants

CITY OF LAUNCESTON

MEMORANDUM

FILE NO: SF7110 / SF7108
TW:eg
DATE: 22 April 2020

TO: Michael Stretton Chief Executive Officer
c.c. Committee Clerks

FROM: Tim Walker Councillor

SUBJECT: **Notice of Motion - Community Care and Recovery Digital Innovation Grants**

In accordance with Clause 16 (5) of the *Local Government (Meeting Procedures) Regulations 2015* please accept this Notice of Motion for placement on the agenda of the Meeting of Council to be held on 30 April 2020.

Motion

Launceston City Council seek a suitable organisation to conduct an independent audit into the administering of the Community Care and Recovery Digital Innovation Grants, but not be limited to:

- a) an assessment of the rigour applied by council to the criteria of genuine need and creative and innovative solutions, citing evidence that the criteria approved by the councillors were met;
- b) the administration of the entry and awarding process; and
- c) the due diligence applied to the costings of successful applicants projects, including clarification around the figures representing co-contribution.

Background

In the interests of good governance and public transparency, I would like to submit a motion calling for an independent audit into the process of the Digital Innovation Grants commencing as soon the final awards are given.

Attachments

N/A



Councillor Tim Walker

16 COMMUNITY AND PLACE NETWORK ITEMS

No Items have been identified as part of this Agenda

17 CREATIVE ARTS AND CULTURAL SERVICES NETWORK ITEMS

No Items have been identified as part of this Agenda

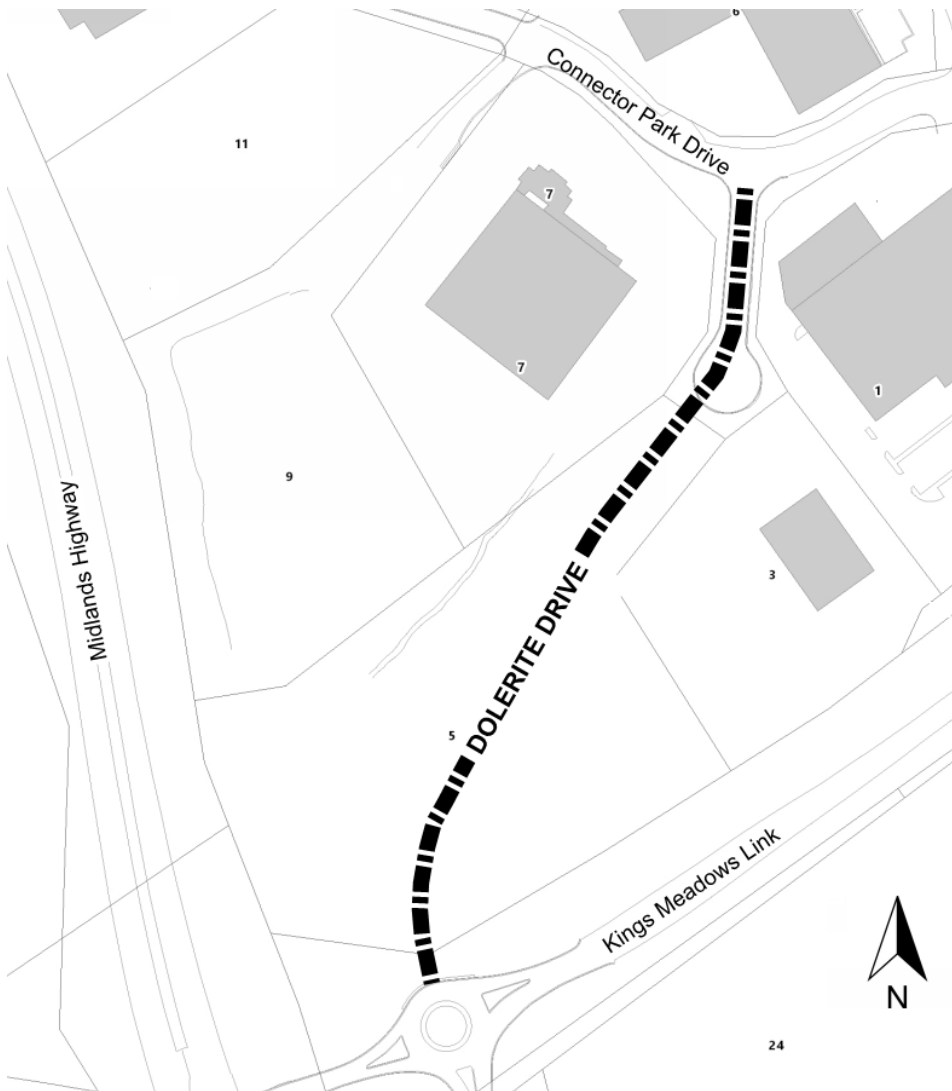
18 INFRASTRUCTURE AND ASSETS NETWORK ITEMS**18.1 Proposed Street Name - Dolerite Drive, Kings Meadows****FILE NO:** DA0092/2018; SF0621**AUTHOR:** Sonia Smith (Senior Engineering Officer - Development)**GENERAL MANAGER:** Shane Eberhardt (General Manager Infrastructure and Assets Network)

DECISION STATEMENT:

To consider approval of a street name for the new industrial road between Kings Meadows Link and Connector Park Drive, Youngtown.

RECOMMENDATION:

That Council, pursuant to the provisions of section 54 of the *Local Government (Highways) Act 1982* (Tas) and section 20E of the *Survey Co-ordination Act 1944* (Tas), approves the name Dolerite Drive, for the new road between Kings Meadows Link and Connector Park Drive, Youngtown.



REPORT:

The new road has been constructed as part of an industrial subdivision approved by DA0092/2018 and provides a link between the State controlled Kings Meadow Link and the existing unnamed cul de sac off Connector Park Drive.

This existing cul de sac provides a rear access to the Bunnings site (No. 1 Connector Park Drive) and sole access to Australian Chainsaw Products (No. 3 Connector Park Drive) however the cul de sac has not been formally named.

The physical construction of the new road creates the fourth leg of the roundabout on the Kings Meadows Link and joins to the existing cul de sac which is being modified to remove a portion of the turning head to improve the geometry and delineation of the road.

As a result of the subdivision and road creation, it is necessary to readdress the property currently identified as No. 3 Connector Park Drive as it will only have frontage to the new road.

The developer has been given the opportunity to provide two names for consideration which have been forwarded to the owner of No. 3 Connector Park Drive. The preferred name of those submitted for approval is Dolerite Drive.

The name is derived from the rock that is located on the site and more broadly across the existing Connector Park subdivision.

No instances of the name Dolerite Drive are presently recorded within the Placenames Database administered by the Department of Primary Industries, Parks, Water and Environment, however there are the following similar official names:

1. Dolerite Crescent - Arthurs Lake, Flintstone (South Region)
2. Dolerite Road - Frankford, Parkham, Sassafras (North West Region)
3. Dolerite Road - Lonnvale (South Region)

Section 7.6 of Tasmanian Place Naming Guidelines permits the duplication of the name (specific) element provided they are not within the same region.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

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

BUDGET & FINANCIAL ASPECTS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

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



Shane Eberhardt - General Manager Infrastructure and Assets Network

19 ORGANISATIONAL SERVICES NETWORK ITEMS

19.1 2019/2020 Budget - Chief Executive Officer's Report on Adjustments 1 February 2020 to 31 March 2020

FILE NO: SF3611

AUTHOR: Nathan Williams (Manager Finance)

GENERAL MANAGER: Louise Foster (General Manager Organisational Services Network)

DECISION STATEMENT:

To consider adjustments made by the Chief Executive Officer to the 2019/2020 Budget.

RECOMMENDATION:

That Council, pursuant to section 82(7) of the *Local Government Act 1993* (Tas), receives the Chief Executive Officer's report on adjustments to the 2019/2020 Budget for the period 1 February 2020 to 31 March 2020.

REPORT:

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 General Manager (Chief Executive Officer) to report any adjustment and an explanation of the adjustment at the first Ordinary Meeting of the Council following the adjustment.

The following capital project adjustments have occurred in the period 1 February 2020 to 31 March 2020:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
24022	Carr Villa Refurbish Cremator 2019/2020	\$140,000	\$100,000	\$0	\$40,000
21587	Carr Villa Ash Placement Area 2019/2020	\$266,800	\$0	\$100,000	\$366,800

	TOTAL	\$406,800	\$100,000	\$100,000	\$406,800
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The project scope of works:

A service report from 2015 indicated that the cremator would require refurbishment within three years and based on this report, a capital works budget was requested. After discussions with Jeremy Brown from Parsons Tabo in July this year another survey of the cremator was conducted. The findings of this survey indicated that repairs to the main arch, side chambers and hearth would extend the need for a full refurbishment by a further five to ten years, eliminating the need for a full refurbishment and therefore, substantially reducing the cost of refurbishment.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
23983	Rural Road Reseal Program 2019/2020	\$408,700	\$120,000	\$0	\$288,700
24084	Prossers Forest Road Rehabilitation	\$320,000	\$0	\$120,000	\$440,000
23976	Newnham Reserve Riparian Restoration	\$50,000	\$50,000	\$0	\$0
23887	Newnham Creek/Hortus Place Bank Remediation	\$1,037,485	\$0	\$50,000	\$1,087,485
	TOTAL	\$1,816,185	\$170,000	\$170,000	\$1,816,185

The project scope of works:

The Rural Road Reseal Program 2019/2020 project will be delivered at less than the budgeted amount, with the surplus budget required in order to complete works undertaken on the Prossers Forest Road Rehabilitation project.

The Newnham Creek/Hortus Place Bank Remediation project requires additional funding in order to deliver the project. It has been determined that in order to source this additional funding, the Newnham Reserve Riparian Restoration project be deferred and its budget reallocated to the Newnham Creek/Hortus Place Bank Remediation project. The Newnham Reserve Riparian Restoration project will be resubmitted to a future budget period.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
23860	LA Accessibility Change Room Upgrade	\$260,000	\$30,000	\$0	\$230,000
24043	LA Plant and Equipment Renewal	\$117,290	\$0	\$30,000	\$147,290
	TOTAL	\$377,290	\$30,000	\$30,000	\$377,290

The project scope of works:

Works are required to renew the LA Gym air conditioning system, which are anticipated to cost around \$30,000. The LA Accessibility Change Room project came in under budget, therefore, surplus funds are to be transferred to the LA Plant and Equipment Renewal project.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

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.

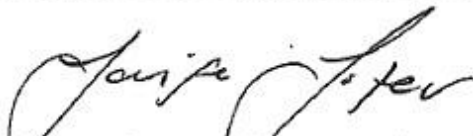
BUDGET & FINANCIAL ASPECTS:

As per the report.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

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



Louise Foster - General Manager Organisational Services Network

19.2 2019/2020 Budget - Budget Amendments**FILE NO:** SF6641**AUTHOR:** Nathan Williams (Manager Finance)**GENERAL MANAGER:** Louise Foster (General Manager Organisational Services Network)

DECISION STATEMENT:

To consider changes to the Council's 2019/2020 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).

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 2019/2020 Statutory Estimates:
 - a. Revenue
 - i. the net increase in revenue from external grants and contributions of \$85,000.
 - b. Expenses
 - i. the net increase in operations expenditure of \$72,237.
 - c. Capital Works Expenditure
 - i. the net increase in expenditure from external funds of \$85,000.
 - ii. the decrease in Council funded expenditure of \$72,237.
 2. notes that amendments from Recommendation 1 result in:
 - a. the operating surplus being amended to \$6,277,140 (including capital grants of \$8,222,875) for 2019/2020.
 - b. the capital budget being increased to \$29,604,780 for 2019/2020.
-

REPORT:

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	Capital
	\$'000	\$'000
Statutory Budget as at 1/07/2019	3,826	25,379
Adjustments approved by Council to 31/01/2020	2,438	4,212
Balance Previously Advised as at 31/01/2020	<u>6,264</u>	<u>29,592</u>
 <u>Amendments</u>		
Capital to Operations	(87)	(87)
Operations to Capital	15	15
External Funds	85	85
Statutory Budget as at 31/03/2020	<u>6,277</u>	<u>29,605</u>
 Deduct Capital Grants and Contributions	 <u>(8,222)</u>	
Underlying Operating Budget Surplus	<u>(1,945)</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
CP23899	Cimitiere (Tamar - George) Road Reconstruction	\$100,000	\$64,409	\$0	\$35,591
OP22838	Roads Transfers from Capital 2019/2020	\$51,800	\$0	\$64,409	\$116,209
	Totals	\$151,800	\$64,409	\$64,409	\$151,800

The project scope of works:

Work undertaken on CP23899 Cimitiere (Tamar-George) Road Reconstruction did not meet the requirements under Council's Capitalisation Framework Document. These costs cannot be capitalised and have been moved to the operations area and require the matching budget amount to be transferred into the applicable operations project OP23838 Roads Transfers from Capital 2019/2020.

CP23899 will be resubmitted for consideration in a future budget period.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24073	IT Corporate Applications Additions	\$183,116	\$22,828	\$0	\$160,288
OP22569	Applications Infrastructure Services	\$114,000	\$0	\$22,828	\$136,828
	Totals	\$297,116	\$22,828	\$22,828	\$297,116

The project scope of works:

Software required to support the backup of all Office 365 (Teams, Email) products needed to be procured before the 2020/2021 financial year.

Summary Table

Capital to Operations	Operations	Capital
Cimitiere (Tamar-George) Road Reconstruction	\$64,409	(\$64,409)
IT Corporate Applications Additions	\$22,828	(\$22,828)
TOTAL	\$87,237	(\$87,237)

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
G12710.61025	Regulations - Legal Fees	\$5,000	\$3,500	\$0	\$1,500
G12710.60220	Regulations - Postage (Dog Licenses)	\$9,000	\$4,000	\$0	\$5,000
G18235.60140	Liveable Communities - M.E.M Plan	\$1,224	\$1,224	\$0	\$0
P22697.060	Liveable Communities - Community Recovery	\$13,000	\$6,276	\$0	\$6,724
CP24097	Sea Container Internal Fit Out	\$0	\$0	\$15,000	\$15,000
	Totals	\$28,224	\$15,000	\$15,000	\$28,224

The project scope of works:

The Sea Container Fit Out is an unfunded project for 2019/2020. The objective of this project is to assist the Municipal Emergency Management Plan by providing accommodation for companion animals alongside an Emergency Evacuation Centre in the instance that there is an emergency. To fund this project, budget is to be sourced from operational accounts for the amount of \$15,000.

Summary Table

Operations to Capital	Operations	Capital
Sea Container Internal Fit Out	(\$15,000)	\$15,000
TOTAL	(\$15,000)	\$15,000

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
G10066.12160	Capital Grants - Sporting Grounds	(\$3,175,000)	\$85,000	\$0	(\$3,260,000)
CP24100	Birch Avenue Portable Seating and Roofing	\$0	\$0	\$50,000	\$50,000
CP24101	NTCA Portable Soccer Goals and Grandstands	\$0	\$0	\$30,000	\$30,000
CP23964	Churchill Park Sports Centre Upgrade Stage 2	\$1,607,248	\$0	\$5,000	\$1,612,248
	Totals	(\$1,567,752)	\$85,000	\$85,000	(\$1,567,752)

The project scope of works:

The City of Launceston has received grant funds to enable the purchase of portable seating and to provide roofing at the Birch Avenue Sporting Area and purchase soccer goals and portable grandstands at the NTCA Sports Centre of \$50,000 and \$30,000 respectively. A budget amendment is required to recognise these External Funds Received.

The City of Launceston was anticipating to receive \$675,000 from the Department of Health for the Churchill Park Sports Centre Upgrade. Upon reviewing the final grant deed, City of Launceston will receive \$680,000. A budget amendment is required to increase external funds by \$5,000.

Summary Table

External Funding	Operations	Capital
Birch Avenue Portable Seating and Roofing	(\$50,000)	\$50,000
NTCA Portable Soccer Goals and Grandstands	(\$30,000)	\$30,000
Churchill Park Sports Centre Upgrade Stage 2	(\$5,000)	\$5,000
TOTAL	(\$85,000)	\$85,000

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

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.

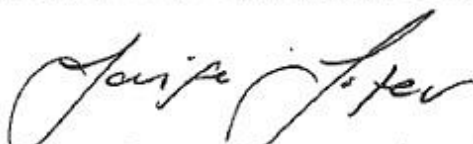
Focus Areas:

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.

DISCLOSURE OF INTERESTS:

The officer has no conflict of interest in this item.

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



Louise Foster - General Manager Organisational Services Network

20 CHIEF EXECUTIVE OFFICER NETWORK ITEMS

No Items have been identified as part of this Agenda

21 CLOSED COUNCIL

No Closed Items have been identified as part of this Agenda

23 MEETING CLOSURE

UNCLASSIFIED AGENDA ITEMS:
