



City of
LAUNCESTON

STRATEGIC PLANNING & POLICY COMMITTEE AGENDA

**COMMITTEE MEETING
MONDAY 6 FEBRUARY 2017**

10.00am

COMMITTEE ROOM, TOWN HALL, ST JOHN STREET, LAUNCESTON

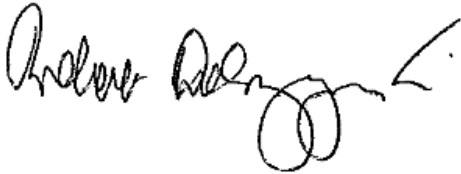
Section 65 Certificate of Qualified Advice

Background

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

Declaration

I certify that persons with appropriate qualifications and experience have provided the advice, information and recommendations to Council in the Agenda Items for this Meeting.

A handwritten signature in black ink, appearing to read 'Robert Dobrzynski', with a stylized flourish at the end.

Robert Dobrzynski
General Manager

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1 OPENING OF MEETING - ATTENDANCE AND APOLOGIES

2 DECLARATION OF INTERESTS

3 CONFIRMATION OF MINUTES

DECISION STATEMENT:

To resolve that the Minutes of the previous meeting are a true and correct record.

RECOMMENDATION:

That the Minutes of the Strategic Planning and Policy Committee Meeting held on 5 December 2016 be accepted as a true and correct record.

4 AGENDA ITEMS

4.1 Deputation - Tamar Estuary and Esk Rivers Program

FILE NO: SF0097

AUTHOR: Anthea Rooney (Committee Clerk)

DIRECTOR: Harry Galea (Director Infrastructure Services)

DECISION STATEMENT:

To receive a deputation at 10.00am from Ms Toni Furlonge (Tamar Estuary and Esk Rivers Program Coordinator) initiated by Mr Harry Galea (Director Infrastructure Services).

RECOMMENDATION:

That the Strategic Planning and Policy Committee receives a deputation from Ms Toni Furlonge (Tamar Estuary and Esk Rivers Program Coordinator) regarding the Tamar Estuary and Esk Rivers program within the City of Launceston catchments.

REPORT:

Ms Toni Furlonge (Tamar Estuary and Esk Rivers Program Coordinator) will present her deputation at 10.00am. Ms Furlonge will outline the Tamar River and Esk Rivers (TEER) program within the City of Launceston catchments with an emphasis on Tamar water quality monitoring/reporting, the Tamar River Recovery Plan (TRRP) and the Water Quality Improvement Plan (WQIP). The presentation will also include the 2016 TEER partnership report and the TEER planned work schedule for 2017. The TEER partnership agreement is due for a three-year renewal at the conclusion of the 2016/2017 financial year.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

SOCIAL IMPACT:

Not considered relevant to this report.

4.1 Deputation - Tamar Estuary and Esk Rivers Program...(Cont'd)

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2014-2024
Priority Area 8 - A secure, accountable and responsive Organisation
Ten-year goals - To communicate and engage consistently and effectively with our community and stakeholders
Key Directions -
1. To develop and consistently use community engagement processes

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.



Harry Galea: Director Infrastructure Services

4.2 Draft Proposed City of Launceston 2017-2018 Annual Corporate Plan

FILE NO: SF6323

AUTHOR: Leisa Hilkmann (Corporate Planning Administration Officer)

DIRECTOR: Michael Tidey (Director Corporate Services)

DECISION STATEMENT:

To consider the City of Launceston's proposed Annual Plan Actions for 2017-2018.

RECOMMENDATION:

That the Strategic Planning and Policy Committee consider the following Actions for inclusion in the City of Launceston's 2017-2018 Annual Corporate Plan:

1. A creative and innovative city

Ten-year goal: To foster creative and innovative people and industries

Action	Directorate
Key direction: To support and promote alternative uses of underutilised buildings	
Macquarie House - To complete the redevelopment of Macquarie House to facilitate the Macquarie House Innovation Hub project and accommodate Enterprise Tasmania as the principal tenant of the site MEASURES OF SUCCESS - Manage construction project - Manage Ongoing Lease agreements	Facilities Management
Key direction: To contribute towards artistic, cultural and heritage outcomes	
Gallery of the First Tasmanians - Opening of the permanent exhibition gallery titled "Gallery of the First Tasmanians" MEASURES OF SUCCESS - Increased awareness of Tasmanian Aboriginal culture - Increase in visitor numbers to the art gallery - Adoption of gallery into regional schools including site visits	Queen Victoria Museum & Art Gallery
Cultural Review - Implement the recommendations of the Cultural Review with other cultural providers and assets to develop coherent integrated strategies to leverage these assets more effectively from an economic and social perspective. MEASURES OF SUCCESS - Comprehensive and integrated cultural program - Enhanced cultural assets including iconic retained heritage architecture - QVMAG as the lead cultural organisation - Increase in economic return including tourism sector	General Manager

4.2 Draft Proposed City of Launceston 2017-2018 Annual Corporate Plan...(Cont'd)

2. A city where people choose to live

Ten-year goal: To promote Launceston as a unique place to live, work, study and play

Action	Directorate
Key direction: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston	
Gorge Reimagining - Implement action plan to support the preferred future for the Cataract Gorge Reserve and Trevallyn Nature Recreation Area MEASURES OF SUCCESS - Delivery of projects as identified in action plan	Infrastructure Services
Regional Recreation Strategy Develop a framework for delivery of a Regional Recreation Strategy in conjunction with sporting clubs, State Government and neighbouring Councils. The strategy development needs to be co-sponsored by the Launceston Regional Council MEASURES OF SUCCESS - Framework adopted by Council - Commence development of strategy	Infrastructure Services
North Bank Park Precinct - Implement the North Bank Park Precinct Project Plan MEASURES OF SUCCESS - Completion of Stage 1 of the Plan	Major Projects
North Bank Bridge - Implement the North Bank Bridge Project Plan MEASURES OF SUCCESS - Completion of the bridge in accordance with the Project Management Plan. Indicative completion date of Christmas/New Year 2017	Major Projects
Key direction: To support the CBD and commercial areas as activity places during day and night	
Launceston City Heart - Civic Square Redevelopment Redevelopment of Civic Square as part of Stage 1 of the Launceston City Heart Masterplan MEASURES OF SUCCESS - Successful completion of the redevelopment of Civic Square	Major Projects

4.2 Draft Proposed City of Launceston 2017-2018 Annual Corporate Plan...(Cont'd)

<p>Launceston City Heart - Brisbane Street Mall Redevelopment Redevelopment of the Brisbane Street Mall as part of Stage 1 of the Launceston City Heart Masterplan</p> <p>MEASURES OF SUCCESS - Successful commencement and progress</p>	<p>Major Projects</p>
<p>Launceston City Heart - Wayfinding and Connectivity Implementation - Implementation of wayfinding treatments in the CBD (Launceston City Heart area)</p> <p>MEASURES OF SUCCESS - Implement signage treatments across the Launceston City Heart area as per the Project Management Plan</p>	<p>Major Projects</p>
<p>St John Street Bus Stops Redevelopment - Redevelopment of St John Street (Central North and Central South) including Bus Stops as part of Stage 1 of the Launceston City Heart Masterplan</p> <p>MEASURES OF SUCCESS - Successful commencement and progress</p>	<p>Major Projects</p>
<p>Key direction: To contribute to enhanced public health and amenity to promote a safe and secure environment</p>	
<p>Municipal Emergency Management Plan - Reviewed and in place for a further two years</p> <p>MEASURES OF SUCCESS - Municipal Emergency Management Plan Reviewed - Municipal Emergency Management Committee endorsement - Council for approval</p>	<p>Facilities Management</p>

3. A city in touch with its region

Ten-year goal: To ensure Launceston is accessible and connected through efficient transport and digital networks

Action	Directorate
<p>Key direction: To regularly review our strategic approach to parking in Launceston</p>	
<p>Parking Strategy Implementation - Implement agreed actions from the parking strategy for Launceston</p> <p>MEASURES OF SUCCESS - Outcomes do be determined from final draft of the Parking Strategy</p>	<p>Facilities Management</p>

4.2 Draft Proposed City of Launceston 2017-2018 Annual Corporate Plan...(Cont'd)

5. A city that values its environment

Ten-year goal: To reduce the impacts on our natural environment and build resilience to the changing intensity of natural hazards

Action	Directorate
Key direction: To contribute to air and river quality in Launceston by liaising with the community, business and other stakeholders	
Tamar River Health and Amenity - In partnership with key stakeholders, prioritise and implement recommendations of the Water Quality Improvement Plan MEASURES OF SUCCESS - TasWater, State Government, NRM North, Launceston Flood Authority and Council collaborating on prioritisation and implementation	Infrastructure Services
Key direction: To manage the risks of climate-related events particularly in the area of stormwater management	
Stormwater Management Plan - Analyse results of hydraulic modelling developed over the past three years to prepare stormwater management plans for key catchments MEASURES OF SUCCESS - Key catchments identified - Develop community engagement strategy - Community engagement conducted - Plans for key catchments prepared	Infrastructure Services
Key direction: To reduce our and the community's impact on the natural environment	
LED Street Light Project - Continuation of the 2016-17 project to replace existing local street lighting with more efficient and clearer light LEDs MEASURES OF SUCCESS - Replacement of existing local street lights with LEDs - Improved lighting levels in local streets - Reduced on-going street lighting costs	Infrastructure Services
Waste Strategy Review - Undertake review of CoL Waste Strategy following completion of actions in 2011 Interim Waste Strategy MEASURES OF SUCCESS - New Waste Strategy adopted by Council	Infrastructure Services

4.2 Draft Proposed City of Launceston 2017-2018 Annual Corporate Plan...(Cont'd)

6. A city building its future

Ten-year goal: To drive appropriate development opportunities as well as infrastructure, land use planning and transport solutions

Action	Directorate
Key direction: To advocate and collaborate to address regionally significant infrastructure and transport solutions	
Regional Transport Strategy - Develop a framework for delivery of a Launceston Regional Transport Strategy in conjunction with key stakeholders, State Government and neighbouring Councils MEASURES OF SUCCESS - Framework adopted by Council - Commence development of Strategy	Infrastructure Services
Traffic Master Plan (City Precinct) - Develop an Inveresk / Invermay Traffic Master Plan that considers the interface of the precinct with the CBD MEASURES OF SUCCESS - Master Plan adopted by Council	Infrastructure Services
Key direction: To ensure that the planning system at a local and regional level is effective and efficient	
Northern Suburbs Revitalisation Plan Facilitate the implementation of the Northern Suburbs Revitalisation Plan in conjunction with relevant stakeholders and as part of the Launceston Cities Deal MEASURES OF SUCCESS - Assets Based Community Development Engagement model rolled out to at least one other site within the Northern Suburbs (August 2017) - Key community projects identified for early implementation in the Northern Suburbs Revitalisation Plan are progressed	Development Services
Launceston Planning Scheme - Prepare the local provisions of the Launceston Planning Scheme for translation to the new statewide planning scheme framework. MEASURES OF SUCCESS - Local provisions prepared - Community consultation undertaken - Local provisions endorsed by Council for submission to the Tasmanian Planning Commission	Development Services

4.2 Draft Proposed City of Launceston 2017-2018 Annual Corporate Plan...(Cont'd)

7. A city that stimulates economic activity and vibrancy

Ten-year goal: To develop a strategic and dedicated approach to securing economic investment in Launceston

Action	Directorate
Key direction: To facilitate direct investment in the local economy to support its growth	
City Deal Agreement - To work with the Commonwealth and State Government under the City Deal program to deliver a range of economic and social benefits to the City MEASURES OF SUCCESS - City Deal Agreement executed by Prime Minister, Premier and Mayor - Implementation Plan adopted - Ongoing monitoring of measures in place	General Manager

8. A secure, accountable and responsive Organisation

Ten-year goal: To communicate and engage consistently and effectively with our community and stakeholders

Action	Directorate
Key direction: To develop and consistently use community engagement processes	
Community Engagement Framework - Further development and implementation of organisation framework including: - Service level reviews - Digital process - Social media MEASURES OF SUCCESS - Commence first stages which includes ISD Infrastructure Service levels and strategic asset management	Infrastructure Services

4.2 Draft Proposed City of Launceston 2017-2018 Annual Corporate Plan...(Cont'd)

Ten-year goal: To continue to ensure the long term sustainability of our Organisation

Action	Directorate
Key direction: To strategically manage our assets, facilities and services	
Inveresk Masterplan - Engage with UTAS and precinct stakeholders to conclude the development of the Inveresk Masterplan MEASURE OF SUCCESS - Inveresk Master Plan completed and signed off - Implementation of the plan commenced	Facilities Management
York Park Stadium - Finalise the arrangements for the resurfacing of the playing surface consistent with its asset management plan MEASURE OF SUCCESS - Arrangements in place for the supply of the renewal of the surface	Facilities Management

REPORT:

In accordance with section 71 of the *Local Government Act 1993 (Tas)*, Council is required to prepare an Annual Plan.

The proposed Annual Plan Actions for 2017-2018 are Key Actions Council is undertaking in 2017-2018 to work toward achieving the goals and strategies from Council's 10-year Strategic Plan 2014-2024.

Annual Plan Actions have one or more of the following features:

- Close alignment with the strategic intent defined in the Strategic Plan 2014-2024
- Significant interest to the community
- A need for cross-directorate collaboration
- Resource-intensive
- Delivery of outcomes that will significantly benefit the community
- Demonstrate compliance with legislation, especially around governance

Actions are directly linked to the strategic framework delivered in the Strategic Plan 2014-2024. The strategic framework takes the form of priority areas, 10-year goals and strategies.

4.2 Draft Proposed City of Launceston 2017-2018 Annual Corporate Plan...(Cont'd)

The proposed 2017- 2018 Annual Plan includes 25 Actions that cover seven of the eight priority areas from the Strategic Plan 2014-2024. Additionally, eight ten-year goals from the Strategic Plan 2014-2024 are represented and 14 of 44 Key Directions are also addressed. All Key Directions from the Strategic Plan 2014-2024 will be addressed in the annual planning cycles that occur over the life of the strategic plan.

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 Strategic Plan 2014-2024

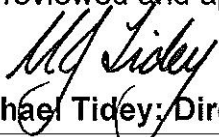
BUDGET & FINANCIAL ASPECTS:

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.


Michael Tidey: Director Corporate Services

4.3 2016-2017 Annual Plan Actions for Period Ending 31 December 2016

FILE NO: SF6178/SF6177/SF5652

AUTHOR: Leisa Hilkmann (Corporate Planning Administration Officer)

DIRECTOR: Michael Tidey (Director Corporate Services)

DECISION STATEMENT:

To receive the report on progress against Council's 2016-2017 Annual Corporate Plan Actions for the period ending 31 December 2016 which includes an update on the status of the 2015-2016 Annual Plan projects not completed within the 2015-2016 financial year.

PREVIOUS COUNCIL CONSIDERATION:

SPPC - 5 December 2016 - 19.1 - Progress Against 2016-2017 Annual Plan Actions for Period Ending 30 September 2016 and Current Status of Incomplete 2015-2016 Annual Plan Actions

RECOMMENDATION:

That the Strategic Planning and Policy Committee:

1. Notes progress against 2016-2017 Annual Corporate Plan Actions for the period ending 31 December 2016; and
 2. Notes the current status of projects from Council's 2015-2016 Annual Plan not completed within the 2015-2016 financial year.
-

REPORT:

This report provides an update on the progress of Actions from Council's 2016-2017 Annual Plan Actions which includes updates on the current status of Actions that were not completed in 2015-2016 (shaded actions in Attachment 1) and are now reported on as part of the 2016-2017 Annual Plan.




4.3 2016-2017 Annual Plan Actions for Period Ending 31 December 2016...(Cont'd)

December Progress on 2016-2017 Annual Plan Actions

Progress is summarised in the following table:

Action Status	No. of Actions	%
Completed	3	7
On target (on track) - at least 80% of target achieved (green)	30	74
In progress - 60% and 79% of target achieved (amber)	5	12
Off target (off track)- less than 60% of target achieved (red)	3	7
Total number of Actions	41	100
Actions carried over	11	27
New Actions listed	30	73
	41	100

Progress against targets set for each Action is indicated with one of the following icons:

 GREEN	At least 80% of target achieved
 AMBER	Between 60% and 79% of target achieved
 RED	Less than 60% of target achieved or not started

Incomplete 2015-2016 Annual Plan Actions

Incomplete Actions from the City of Launceston 2015-2016 (shaded actions in Attachment 1) were either:

- Rolled over into the 2016-2017 published Annual Plan,
- Superseded by Actions in the 2016-2017 published Annual Plan,
- Deferred or carried forward into the 2016-2017 Annual Plan but not included in the published Annual Plan, or
- Deferred and not included in the 2016-2017 Annual Plan.

It is important to note that significant progress was made on many of the items with completion due in early 2016-2017.

4.3 2016-2017 Annual Plan Actions for Period Ending 31 December 2016...(Cont'd)

As at 31 December 2016, the following Actions are showing as **off-track** in Interplan:

- **Action:** *1.1.6.1 Heritage List Review - Stage 2*
Responsible Director: Leanne Hurst, Director Development Services
Directors Comments: Planning in response to the outcomes and findings of Stage 1 is underway. It is noted that due to budget constraints the scope of work is limited, and therefore the parameters of the project are being reassessed. Work on a revised project plan including the precincts proposed by the Launceston Heritage Study 2007 is underway and will be taken to Council in due course.
 - **Action:** *6.1.2.2 Residential Land Use Audit*
Responsible Director: Leanne Hurst, Director Development Services
Directors Comments: This action was showing as off-track as at 31 December because the progress update had not been completed by officers. The actual status is 'in progress' and with vacancies in Planning Services now filled it is expected that this action will be completed by June 2017 as scheduled. **(This item is on-track).**
 - **Action:** *6.1.2.3 St Leonards Area Plan - Stage 2*
Responsible Director: Leanne Hurst, Director Development Services
Directors Comments: This action is off-track due to the resignation of the project manager. Recent recruitments to fill vacancies within Planning Services will allow this project to resume in February.
 - **Action:** *6.1.3.4 Conversion to State-wide Planning Scheme*
Responsible Director: Leanne Hurst, Director Development Services
Directors Comments: This action was showing as off-track as at 31 December because the progress update had not been completed by officers. Background strategic work and preparation of submissions to the statewide planning scheme project have been progressing on target. The preparation of local provisions will commence once the statewide provisions are completed by the State Government, which is anticipated in February 2017. **(This item is on-track).**
 - **Action:** *7.1.3.2 Review and update the City of Launceston Tourism Plan*
Responsible Director: Leanne Hurst, Director Development Services
Directors Comments: The review of the Tourism Plan was delayed to enable it to be informed by the Destination Action Plan, the draft of which is now completed and a working group led by the City of Launceston and Tourism Northern Tasmania will commence in February. A review of roles and responsibilities, the Hawks leveraging strategy, the events and cultural strategies, and the City Heart Project, will also inform the Tourism Plan moving forward. This action is on track for completion by the end of June 2017 as scheduled.
-

**4.3 2016-2017 Annual Plan Actions for Period Ending 31 December
2016...(Cont'd)**

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 Strategic Plan 2014-2024

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.


Michael Tidey; Director Corporate Services

ATTACHMENTS:

1. 2016-2017 Annual Plan Actions for period ending 31 December 2016 - Quarterly Progress Report (distributed separately).
-

4.4 Council Meetings (Frequency and Commencement Time) Policy

FILE NO: SF0975

AUTHOR: John Davis (Manager Corporate Strategy)

DIRECTOR: Michael Tidey (Director Corporate Services)

DECISION STATEMENT:

To consider models for scheduling Council and Strategic Planning and Policy Committee Meetings to determine the Council Meetings (Frequency and Commencement Time) Policy 14-Plx-001.

PREVIOUS COUNCIL CONSIDERATION:

Council - 23 January 2017 - Agenda Item 19.1 - Council Meetings (Frequency and Commencement Time) Policy

RECOMMENDATION:

That the Strategic Planning and Policy Committee provides direction regarding the scheduling of Council and Strategic Planning and Policy Committee Meetings

REPORT:

At its Meeting on 23 January 2017, Council considered the following draft Council Meetings (Frequency and Commencement Time) Policy 14-Plx-001 (in part):

Council Meetings (Frequency and Commencement Time) Policy

PURPOSE:

To set the commencement times of ordinary Council Meetings and Strategic Planning and Policy Committee (SPPC) Meetings, to comply with regulation 6(1) of the *Local Government (Meeting Procedures) Regulations 2015*, which states:

A meeting is not to start before 5:00pm unless otherwise determined by the council by absolute majority or by the council committee by simple majority.

To set the frequency of the ordinary Council Meetings and SPPC Meetings

To set the start time and day of Council's Annual General Meeting, to comply with section 72B(1)(a) of the *Local Government Act 1993 (Tas)* which states:

4.4 Council Meetings (Frequency and Commencement Time) Policy...(Cont'd)

A council must hold an Annual General Meeting on a date that is not later than 15 December in each year

SCOPE:

This policy applies to ordinary Council Meetings, SPPC Meetings and the Annual General Meeting.

POLICY:

1. Ordinary Council Meetings are held on the second and fourth Monday of each calendar month, excluding December and January, at 1.00pm.
2. In December, an ordinary Council Meeting is held on the second Monday, at 1.00pm. This is the last ordinary Council Meeting of the calendar year.
3. In January, an ordinary Council Meeting is held on the fourth Monday, at 1.00pm. This is the first ordinary Council Meeting of the calendar year.
4. SPPC Meetings are held on the first and third Mondays of the month, excluding December and January, commencing at 10:00am.
5. In December, an SPPC Meeting is held on the first Monday, at 10:00am. This is the last SPPC Meeting for the calendar year.
6. In January, there are no SPPC Meetings. The first SPPC Meeting of the calendar year is held on the first Monday in February.
7. Council Meetings and SPPC Meetings that fall on a Monday public holiday are held on the next working day of the same week.
8. The Annual General Meeting is held on the first Monday in December, at 5.30pm.

The meeting schedule for Council and SPPC based on this Policy is attached (Attachment 1).

The Council decision was to defer consideration on this policy to allow further discussion regarding this model. Of particular concern to some aldermen was item 7 in the policy:

7. Council Meetings and SPPC Meetings that fall on a Monday public holiday are held on the next working day of the same week.

An alternate model for discussion has been developed (the meeting schedule based on the model is at Attachment 2). The key points in the development of this model are:

- Where a public holiday falls on a Monday, the meeting scheduled for that day is re-scheduled for the following Monday.
 - It is only on weeks that have a Monday public holiday that meetings are not scheduled and the fifth Mondays of the month are now part of the meeting schedule. This means that there are some months where three meetings are scheduled and others where there are five meetings.
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4.4 Council Meetings (Frequency and Commencement Time) Policy...(Cont'd)

- Between March and December there are three months with five Mondays and four months with a Monday public holiday.
- With the current model, one SPPC and one Council meeting are scheduled for December. The alternate model, which would see a Council Meeting falling on the first Monday in December 2017, has three Meetings scheduled for December.
- There are no monthly patterns for the meetings.

Based on this Model, the alternate policy would be as follows (in part):

Council Meetings (Frequency and Commencement Time) Policy

PURPOSE:

To set the commencement times of ordinary Council Meetings and Strategic Planning and Policy Committee (SPPC) Meetings, to comply with regulation 6(1) of the *Local Government (Meeting Procedures) Regulations 2015*, which states:

A meeting is not to start before 5:00pm unless otherwise determined by the council by absolute majority or by the council committee by simple majority.

To set the frequency of the ordinary Council Meetings and SPPC Meetings

To set the start time and day of Council's Annual General Meeting, to comply with section 72B(1)(a) of the *Local Government Act 1993 (Tas)* which states:

A council must hold an Annual General Meeting on a date that is not later than 15 December in each year

SCOPE:

This policy applies to ordinary Council Meetings, SPPC Meetings and the Annual General Meeting.

POLICY:

1. The first meeting of the calendar year will be a Council Meeting which will be held on the fourth Monday.
 2. Following the first Council Meeting, SPPC and Council Meetings will be held on alternate Mondays, with no meeting being held on a week where there is a Monday public holiday, until the final scheduled Council Meeting in December.
 3. The final scheduled Council Meeting will be on either the second or third Monday in December.
 4. Council Meetings will commence at 1.00pm.
 5. SPPC Meetings will commence at 10.00am.
 6. The Annual General Meeting is held on the first Monday in December, at 5.30pm.
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4.4 Council Meetings (Frequency and Commencement Time) Policy...(Cont'd)

The direction provided by SPPC will determine the policy to be presented to Council for consideration.

ECONOMIC IMPACT:

Not considered relevant to this report.

ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2014-2024
Priority Area 8 - A secure, accountable and responsive Organisation

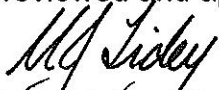
BUDGET & FINANCIAL ASPECTS:

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.


Michael Tidey: Director Corporate Services

ATTACHMENTS:

1. Meeting Schedule for the remainder of 2017 based on the Current Model
 2. Meeting Schedule for the remainder of 2017 based on the Alternate Model
-

Attachment 1 - Meeting Schedule for the remainder of 2017 based on the Current Model

2017 Meeting Schedule - Current Model

DAY	DATE	MEETING	TIME
COUNCIL in RECESS from Tuesday 13 December 2016 to Monday 23 January 2017			
JANUARY			
Monday	23 January	Council	1.00pm
Monday	30 January	NO MEETING	
FEBRUARY			
Monday	6 February	Strategic Planning & Policy Committee	10.00am
Monday	13 February	Council	1.00pm
Monday	20 February	Strategic Planning & Policy Committee	10.00am
Monday	27 February	Council	1.00pm
MARCH			
Monday 13 March - PUBLIC HOLIDAY - 8 Hours Day			
Monday	6 March	Strategic Planning & Policy Committee	10.00am
Tuesday	14 March	Council	1.00pm
Monday	20 March	Strategic Planning & Policy Committee	10.00am
Monday	27 March	Council	1.00pm
APRIL			
Friday 14 April to Tuesday 18 April - PUBLIC HOLIDAYS - EASTER			
Tuesday 25 April - PUBLIC HOLIDAY - Anzac Day			
Monday	3 April	Strategic Planning & Policy Committee	10.00am
Monday	10 April	Council	1.00pm
Wednesday	19 April	Strategic Planning & Policy Committee	10.00am
Monday	24 April	Council	1.00pm
MAY			
Monday	1 May	Strategic Planning & Policy Committee	10.00am
Monday	8 May	Council	1.00pm
Monday	15 May	Strategic Planning & Policy Committee	10.00am
Monday	22 May	Council	1.00pm
Monday	29 May	NO MEETING	
JUNE			
Monday 12 June - PUBLIC HOLIDAY - Queen's Birthday			
Monday	5 June	Strategic Planning & Policy Committee	10.00am
Tuesday	13 June	Council	1.00pm
Monday	19 June	Strategic Planning & Policy Committee	10.00am
Monday	26 June	Council	1.00pm
JULY			
Monday	3 July	Strategic Planning & Policy Committee	10.00am
Monday	10 July	Council	1.00pm
Monday	17 July	Strategic Planning & Policy Committee	10.00am
Monday	24 July	Council	1.00pm
Monday	31 July	NO MEETING	
AUGUST			
Monday	7 August	Strategic Planning & Policy Committee	10.00am
Monday	14 August	Council	1.00pm
Monday	21 August	Strategic Planning & Policy Committee	10.00am
Monday	28 August	Council	1.00pm
SEPTEMBER			
Monday	4 September	Strategic Planning & Policy Committee	10.00am
Monday	11 September	Council	1.00pm
Monday	18 September	Strategic Planning & Policy Committee	10.00am
Monday	25 September	Council	1.00pm
OCTOBER			
Monday	2 October	Strategic Planning & Policy Committee	10.00am
Monday	9 October	Council	1.00pm
Monday	16 October	Strategic Planning & Policy Committee	10.00am
Monday	23 October	Council	1.00pm
Monday	30 October	NO MEETING	
NOVEMBER			
Monday 6 November - PUBLIC HOLIDAY - Recreation Day			
Tuesday	7 November	Strategic Planning & Policy Committee	10.00am
Monday	13 November	Council	1.00pm
Monday	20 November	Strategic Planning & Policy Committee	10.00am
Monday	27 November	Council	1.00pm
DECEMBER			
Monday 25 December to Friday 29 December - PUBLIC HOLIDAYS - CHRISTMAS			
Monday	4 December	Strategic Planning & Policy Committee	10.00am
Monday	4 December	Annual General Meeting	5.30pm
Monday	11 December	Council	1.00pm

Attachment 2 - Meeting Schedule for the remainder of 2017 based on the Alternate Model

2017 Meeting Schedule - Alternate Model

DAY	DATE	MEETING	TIME
COUNCIL in RECESS from Tuesday 13 December 2016 to Monday 23 January 2017			
JANUARY			
Monday	23 January	Council	1.00pm
Monday	30 January	NO MEETING	
FEBRUARY			
Monday	6 February	Strategic Planning & Policy Committee	10.00am
Monday	13 February	Council	1.00pm
Monday	20 February	Strategic Planning & Policy Committee	10.00am
Monday	27 February	Council	1.00pm
MARCH			
Monday 13 March - PUBLIC HOLIDAY - 8 Hours Day			
Monday	6 March	Strategic Planning & Policy Committee	10.00am
Monday	13 March	No meeting due to Public Holiday	Monday
Monday	20 March	Council	1.00pm
Monday	27 March	Strategic Planning & Policy Committee	10.00am
APRIL			
Friday 14 April to Tuesday 18 April - PUBLIC HOLIDAYS - EASTER			
Tuesday 25 April - PUBLIC HOLIDAY - Anzac Day			
Monday	3 April	Council	1.00pm
Monday	10 April	Strategic Planning & Policy Committee	10.00am
Monday	17 April	No meeting due to Public Holiday	Monday
Monday	24 April	Council	1.00pm
MAY			
Monday	1 May	Strategic Planning & Policy Committee	10.00am
Monday	8 May	Council	1.00pm
Monday	15 May	Strategic Planning & Policy Committee	10.00am
Monday	22 May	Council	1.00pm
Monday	29 May	Strategic Planning & Policy Committee	10.00am
JUNE			
Monday 12 June - PUBLIC HOLIDAY - Queen's Birthday			
Monday	5 June	Council	1.00pm
Monday	12 June	No meeting due to Public Holiday	Monday
Monday	19 June	Strategic Planning & Policy Committee	10.00am
Monday	26 June	Council	1.00pm

DAY	DATE	MEETING	TIME
JULY			
Monday	3 July	Strategic Planning & Policy Committee	10.00am
Monday	10 July	Council	1.00pm
Monday	17 July	Strategic Planning & Policy Committee	10.00am
Monday	24 July	Council	1.00pm
Monday	31 July	Strategic Planning & Policy Committee	10.00am
AUGUST			
Monday	7 August	Council	1.00pm
Monday	14 August	Strategic Planning & Policy Committee	10.00am
Monday	21 August	Council	1.00pm
Monday	28 August	Strategic Planning & Policy Committee	10.00am
SEPTEMBER			
Monday	4 September	Council	1.00pm
Monday	11 September	Strategic Planning & Policy Committee	10.00am
Monday	18 September	Council	1.00pm
Monday	25 September	Strategic Planning & Policy Committee	10.00am
OCTOBER			
Monday	2 October	Council	1.00pm
Monday	9 October	Strategic Planning & Policy Committee	10.00am
Monday	16 October	Council	1.00pm
Monday	23 October	Strategic Planning & Policy Committee	10.00am
Monday	30 October	Council	1.00pm
NOVEMBER			
Monday 6 November - PUBLIC HOLIDAY - Recreation Day			
Monday	6 November	No meeting due to Public Holiday	Monday
Monday	13 November	Strategic Planning & Policy Committee	10.00am
Monday	20 November	Council	1.00pm
Monday	27 November	Strategic Planning & Policy Committee	10.00am
DECEMBER			
Monday 25 December to Friday 29 December - PUBLIC HOLIDAYS - CHRISTMAS			
Monday	4 December	Annual General Meeting	5.30pm
Monday	11 December	Strategic Planning & Policy Committee	10.00am
Monday	18 December	Council	1.00pm

5 GENERAL BUSINESS

6 CLOSED ITEMS

No Closed Items have been identified for this Agenda

7 CLOSE OF MEETING

THIS PAGE IS FOR FORMATTING PURPOSES - IT WILL BE REMOVED:
