



City of  
**LAUNCESTON**

# **STRATEGIC PLANNING & POLICY COMMITTEE AGENDA**

**COMMITTEE MEETING  
MONDAY 23 OCTOBER 2017**

**10.00am**

**COMMITTEE ROOM, TOWN HALL, ST JOHN STREET, LAUNCESTON**

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## Section 65 Certificate of Qualified Advice

### Background

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

### Declaration

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

A handwritten signature in black ink, appearing to be 'Michael Stretton', written over a circular stamp or seal.

**Michael Stretton**  
**General Manager**

The reports in this Agenda are provided to the Strategic Planning and Policy Committee in order to explain the intent of the process/proposal proposed. Whilst the reports are in Council Meeting format, no decision is being sought.

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**Venue:** Committee Room, Town Hall, St John Street, Launceston

**Time:** 10.00am

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## ORDER OF BUSINESS

Item No	Item	Page No
1	OPENING OF MEETING - ATTENDANCE AND APOLOGIES	1
2	DECLARATION OF INTERESTS	1
3	CONFIRMATION OF MINUTES	1
4	AGENDA ITEMS	2
4.1	Deputation - TasPolice	2
4.2	Mobile Food Vendors - Interim Policy Framework	4
4.3	Quarterly Progress Report - 2017-2018 Annual Corporate Plan Actions for period ending 30 September 2017	10
5	GENERAL BUSINESS	31
6	CLOSED ITEMS	31
6.1	Confirmation of the Minutes	31
6.2	QVMAG Museum Governance Advisory Board Members	31
7	CLOSE OF MEETING	31

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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 25 September 2017 be accepted as a true and correct record.

## 4 AGENDA ITEMS

### 4.1 Deputation - TasPolice

**FILE NO:** SF0097

**AUTHOR:** Tegan Murray (Committee Clerk)

**GENERAL MANAGER:** Michael Stretton (General Manager)

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#### **DECISION STATEMENT:**

To receive a deputation at 10.00am from Commander Brett Smith and Inspector Darren Hopkins (TasPolice).

#### **RECOMMENDATION:**

That the Strategic Planning and Policy Committee receives a deputation from TasPolice regarding crime statistics and strategies to combat crime and public order issues for the Launceston Municipality.

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#### **REPORT:**

Commander Brett Smith and Inspector Darren Hopkins (TasPolice) will present their deputation at 10.00am. The presentation will include crime statistics and strategies to combat crime and public order issues for the Launceston Municipality and provide an opportunity for Aldermen to raise any questions or concerns they would like addressed by Tasmania Police.

#### **ECONOMIC IMPACT:**

Not considered relevant to this report.

#### **ENVIRONMENTAL IMPACT:**

Not considered relevant to this report.

#### **SOCIAL IMPACT:**

Not considered relevant to this report.

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## 4.1 Deputation - Taspolice ...(Cont'd)

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### STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2014-2024

Priority Area 8 - A secure, accountable and responsive Organisation

Ten-year goals - To seek and champion collaboration to address major issues for Northern Tasmania

Key Direction -

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.



Michael Stretton: General Manager

## 4.2 Mobile Food Vendors - Interim Policy Framework

**FILE NO:** SF1549/SF6145

**AUTHOR:** Louise Foster (Manager Technical Services)

**DIRECTOR:** Shane Eberhardt (Director Infrastructure Services)

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### **DECISION STATEMENT:**

To consider an interim model for the operation of mobile food vans in the Launceston municipality that maximises public safety whilst maintaining community usage.

### **PREVIOUS COUNCIL CONSIDERATION:**

Workshop - 20 February 2017 - presentation on options available within St Georges Square to locate Mobile Food Vendors

Council - 20 March 2017 - Agenda Item 18.1 - interim model for mobile food vans operating at St Georges Square adopted

Workshop - 19 June 2017 - report in relation to investigations into alternative sites to locate mobile food vans

Workshop - 3 July 2017 - report in relation to an alternative model for the operation of mobile food vans in the Launceston municipality that maximises public safety whilst maintaining community usage.

Workshop - 14 August 2017 - discussion regarding consultation feedback on food van trading locations

Workshop - 25 September 2017 - discussion regarding an interim model for the operation of mobile food vans in the Launceston area that maximises public safety whilst maintaining community usage.

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## 4.2 Mobile Food Vendors - Interim Policy Framework ...(Cont'd)

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### RECOMMENDATION:

That Council:

- A. In respect to the operation of mobile food vans operating within the Launceston municipal area, adopts the following criteria for assessment of suitable trading locations:
- Pedestrian separation from moving traffic
  - Hard stand for vans to park on when frequent attendance occurs
  - Sufficient parking for vans or customers, relative to numbers of vans
  - Congregating space for customers
  - Separation from residential areas of at least 100m
  - Waste management capacity
  - Food businesses within 200m must consent
  - Level site
  - CBD Exclusion Zone
- B. Supports the following actions for an interim period until approximately 30 October 2019:
1. A maximum of four food vans be permitted to trade at St Georges Square, Wednesday to Sunday evenings.
  2. Food vans operating at St Georges Square to have no openings onto the road side except for the driver side door.
  3. Applications to trade at other locations will be assessed against the relevant criteria and determined by the General Manager.
- C. Calls for expressions of interest from mobile food van traders and requires that they identify the locations they wish to trade.
- D. Applies a one-monthly rotational ballot system for licensed vendors to trade at St Georges Square.
- E. Under section 205 of the *Local Government Act 1993*, a revised fee be adopted as follows:
- Annual licence = \$2,000 GST inclusive
  - 4 hours = \$150 GST inclusive (issued to vendor no more than twice per annum)
- 

### REPORT:

#### ***Background***

In early 2017 Council requested a report be prepared on addressing a number of issues arising from the operations of mobile food vans from St Georges Square.

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## 4.2 Mobile Food Vendors - Interim Policy Framework ...(Cont'd)

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The objectives of the investigation were:

- To retain St Georges Square as a casual dining venue serviced by on-street food vans.
- To maximise public safety given the number crossing High Street and particularly crossing between vans/in front of (blind side) of vans.
- To address the worn grass.
- To minimise litter in the park.
- To consider requests for built public conveniences.
- To work within the existing Policy on Mobile Food Vans and apply priority to the needs of 'fixed' business operations.

The development of options or relocation involved moving around St Georges Square and identifying the positives and negatives of the alternate locations.

On 20 March 2017 Council adopted an interim solution for St Georges Square which limited the number of food vans on site to five and applied a speed limit during trading hours.

On Tuesday, 4 April 2017 a Workshop was held with current licenced mobile food van operators. Five operators were in attendance. The intent of the Workshop was to hear concerns of operators, talk about concerns of the Council, discuss draft criteria for identifying other sites from which mobile food vans could operate, discuss alternate locations and governance arrangements.

A number of Workshops have been held with Aldermen - exploring criteria for assessment of suitable trading locations, alternative sites including Royal Park, governance arrangements and feedback from a variety of stakeholders (current food vendors, business operators at St Georges Square, business operators in the Royal Park precinct).

### ***Interim Model***

It is recognised that there are a number of locations within the central area of Launceston which may provide a future venue for mobile food van trading. Such locations include North Bank, the Inveresk precinct and Civic Square - all of which will be subject to development in the near future. As such, an interim model is recommended with investigation of a more permanent solution to occur during the next 12 months.

### ***St Georges Square***

There is a concern regarding public safety given the number of pedestrians crossing High Street and particularly crossing between vans/in front of (blind side) of vans. The most recent traffic count data indicates an average of 1,175 vehicles travelling north between 5.00pm and 9.00pm and average of 1,650 vehicles travelling south between 5.00pm and 9.00pm - 2,825 vehicles in total.

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## 4.2 Mobile Food Vendors - Interim Policy Framework ...(Cont'd)

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To reduce the risk at this site a 40km/hour speed limit will be implemented and a pedestrian crossing at the Ann Street end of St Georges Square will be installed.

To further manage the risks posed by the operation of food vans at this site it is recommended that a maximum of four vans be allowed to trade at any one time and that vans operating at this location have no openings onto the road side except for the driver side door. Reducing the numbers of vans trading to four will allow better sight lines for vehicles travelling south on High Street, providing good clearance for vehicles exiting the Arthur/High Street roundabout.

To manage wear on the grass from customers queuing, the vans will be rotated, irrigation will be installed at a cost of \$10,000 to \$20,000 on the eastern side of St Georges Square and it is further recommended that trade not be permitted on a Monday and Tuesday evening.

Advice from the Planning Department indicates that a Development Application will be required for this site.

### *Other locations*

The adoption of criteria will allow the consideration of alternative locations as they are presented by applicants to trade.

Applications to trade at other locations will be assessed against the following criteria:

- Pedestrian separation from moving traffic
  - Hard stand for vans to park on when frequent attendance
  - Sufficient parking, relative to numbers of vans
  - Congregating space for customers
  - Separation from residential areas - 100m
  - Waste management capacity
  - Food businesses within 200m must consent
  - Level site
  - CBD Exclusion Zone
-

## 4.2 Mobile Food Vendors - Interim Policy Framework ...(Cont'd)

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### *Governance*

In order to manage equitable access to the site and provide opportunity for additional vendors the following governance structure is proposed:

- 12 month licence period
- Licences are transferable
- The Council calls for expressions of interest from mobile food van traders and requires that they identify from which location they wish to trade
- A rotational ballot system to allocate trading at St Georges Square is recommended, each vendor having a trading period of one-month on rotation
- Depending on the number of expressions of interest it may be that no rotation is required
- The City of Launceston policy to be updated to reflect changes in approach

### **Costs**

Additional waste management services have been arranged to occur at St Georges Square by City of Launceston. The annualised waste costs are approximately \$2,760pa.

The cost of providing irrigation at St Georges Square on the eastern side is \$15,000 or an annualised cost of \$1,500 if depreciated over 10 years.

In summary, the additional annual cost to the Council of operating food vans from St Georges Square is \$4,260.

### ***Fee Model***

The 2017/2018 adopted fee structure for food vendors (Mobile Vans) is the District Centre Outdoor Dining charge for a nominal area of 24 square metres - this equates to \$1004 GST inclusive. The current interim arrangements at St Georges Square had a different charging structure - operators were charged \$992.20 (GST inclusive) for a licence which runs from 28 March 2017 until 30 September 2017.

Melbourne City Council permit fees vary from \$200 to \$1700 per month depending on the location of the site. The fee is linked to pedestrian numbers at the site and the commercial rental costs of trading areas adjacent to the proposed food truck locations. Hobart City Council has an annual permit fee of \$2,500 and a three-month permit is \$750.

An annual fee of \$2,000 excluding GST is recommended.

### **ECONOMIC IMPACT:**

The increase in mobile food vendors increases the businesses and employment opportunities within the City of Launceston.

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## 4.2 Mobile Food Vendors - Interim Policy Framework ...(Cont'd)

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### ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

### SOCIAL IMPACT:

Casual dining at St Georges Square has been a success and an alternative experience to improve the liveability of Launceston residents.

### STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2014-2024

Priority Area 2 - A city where people choose to live

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

Key Directions -

1. To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston
2. To support the CBD and commercial areas as activity places during day and night
3. To contribute to enhanced public health and amenity to promote a safe and secure environment

### BUDGET & FINANCIAL ASPECTS:

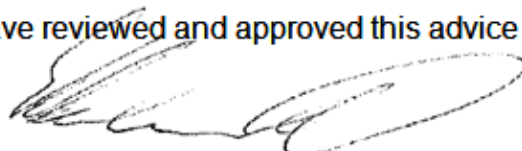
Costs and proposed fees are set out in the report. Additional costs not considered are administration and submission of Development Applications.

Irrigation of St Georges Square is included in the 2017/2018 budget - Operational expenditure of approximately \$15,000pa.

### 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: Director Infrastructure Services**

## 4.3 Quarterly Progress Report - 2017-2018 Annual Corporate Plan Actions for period ending 30 September 2017

**FILE NO:** SF6323

**AUTHOR:** Leisa Hilkmann (Corporate Planning Administration Officer)

**DIRECTOR:** Paul Gimpl (Acting Director Corporate Services)

### DECISION STATEMENT:

To consider the report on progress against Council's 2017-2018 Annual Corporate Plan Actions for the period ending 30 September 2017.

### RECOMMENDATION:

That the Strategic Planning and Policy Committee notes progress against 2017-2018 Annual Corporate Plan Actions for the period ending 30 September 2017.

### REPORT:

This report provides a quarterly update on the progress of Actions from Council's 2017-2018 Annual Plan for the period ending 30 September 2017.

Progress is summarised in the following table:

Action Status	No. of Actions	%
Completed	1	4
On target (on track) - at least 80% of target achieved (green)	19	73
In progress - 60% and 79% of target achieved (amber)	4	15
*Off target (off track) - less than 60% of target achieved (red)	0	0
*Not yet commenced - (no colour)	2	8
<b>Total number of Actions</b>	<b>26</b>	<b>100</b>




\* see information contained within report and Attachment 1.

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#### 4.3 Quarterly Progress Report - 2017-2018 Annual Corporate Plan Actions for Period Ending 30 September 2017 ...(Cont'd)

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

	At least 80% of action target achieved
	Between 60% and 79% of action target achieved
	Less than 60% of action target achieved
-	Action not due to start this month

As of 30 September 2017 the following Annual Plan Actions are **yet to commence** in Interplan:

**Action:** *Municipal Emergency Management Plan*

**Responsible Director:** Matthew Skirving, Acting Director Facilities Management

**Due to commence:** 1 October 2017

**Action:** *Waste Strategy Review*

**Responsible Director:** Shane Eberhardt, Director Infrastructure Services

**Due to commence:** 1 March 2018

#### ECONOMIC IMPACT:

Not considered relevant to this report.

#### ENVIRONMENTAL IMPACT:

Not considered relevant to this report.

#### SOCIAL IMPACT:

Not considered relevant to this report.

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## 4.3 Quarterly Progress Report - 2017-2018 Annual Corporate Plan Actions for Period Ending 30 September 2017 ...(Cont'd)

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### 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



**Paul Gimpl: Acting Director Corporate Services**

### ATTACHMENTS:

1. 2017-2018 Annual Corporate Plan Actions - Quarterly Progress Report for period ending 30 September 2017.
-

## **2017-2018 Annual Corporate Plan Actions Quarterly Progress Report For period ending 30 September 2017**

City of Launceston

Progress to 30 September 2017

## Annual Plan Actions



At least 80% of target achieved



Between 60% and 79% of target achieved



Less than 60% of target achieved

### Priority Area 1 - A creative and innovative city

#### 10-Year Goal: To foster creative and innovative people and industries

**Key Direction: To support and promote alternative uses of underutilised buildings**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
<p>Macquarie House -</p> <p>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.</p> <p>MEASURES OF SUCCESS</p> <ul style="list-style-type: none"> <li>- Successful completion of the construction stage of the project</li> <li>- Establish ongoing lease agreements</li> </ul> <p><b>PROGRESS COMMENTS</b></p> <p>Tender advertising for the construction stage of the project was undertaken during late September 2017, with Tender submission closing on 25th October 2017. The proposed completion date for the project is 31st May 2018.</p>	In Progress	Facilities Management	10%	


October 2017


Page 2 of 18

City of Launceston

Progress to 30 September 2017

**Key Direction: To contribute towards artistic, cultural and heritage outcomes**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
<p>Gallery of the First Tasmanians - Opening of the permanent exhibition gallery titled "Gallery of the First Tasmanians".</p> <p>MEASURES OF SUCCESS</p> <ul style="list-style-type: none"> <li>- Increased awareness of Tasmanian Aboriginal culture</li> <li>- Increase in visitor numbers to the art gallery</li> <li>- Adoption of gallery into regional schools including site visits</li> </ul> <p><b>PROGRESS COMMENTS</b></p> <p>The First Tasmanians-Our Story was opened by the Governor of Tasmania on 7 July 2017 as part of the NAIDOC Week celebrations. It is a permanent exhibition that celebrates Tasmanian Aboriginal people and their culture dating back 40,000 years. The exhibition includes an Education program, dedicated phone App and children's trail as well as the standard exhibition mediums with a strong reference to Aboriginal people telling their stories on video.</p>	Completed	Queen Victoria Museum & Art Gallery	100%	

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
<p>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.</p> <p>MEASURES OF SUCCESS</p> <ul style="list-style-type: none"> <li>- Comprehensive and integrated cultural program</li> <li>- Enhanced cultural assets including iconic retained heritage architecture</li> <li>- QVMAAG as the lead cultural organisation</li> <li>- Increase in economic return including tourism sector</li> </ul> <p><b>PROGRESS COMMENTS</b></p> <p>Executive Officer Arts and Culture seconded to 30 June 2018. Liaison underway with University of Tasmania in order to coordinate the significant cultural assets of the University and the Council. Propose that the Executive Officer, in conjunction with the University and other cultural providers work to implement the number of recommendations arising out of the Robyn Archer report towards a Cultural Strategy for Launceston (February 2017), culminating in the completion of the City of Launceston Cultural Strategy.</p>	In Progress	General Manager	20%	


City of Launceston


Progress to 30 September 2017

## Priority Area 2 - A city where people choose to live

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

**Key Direction: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
<p>Gorge Reimagining - Implement action plan to support the preferred future for the Cataract Gorge Reserve and Trevallyn Nature Recreation Area.</p> <p>MEASURES OF SUCCESS</p> <ul style="list-style-type: none"> <li>- Path resealing &amp; accessibility along the loop track</li> <li>- Stone edging &amp; safety fencing along tracks</li> <li>- Weed control</li> <li>- Lighting along the Suspension Bridge and Gorge Restaurant entrances</li> <li>- Playground redevelopment to reduce flood impact</li> <li>- Access and information at Kings Bridge and First Basin entrances</li> </ul>	In Progress	Infrastructure Services	25%	
<p><b>PROGRESS COMMENTS</b></p> <p>The planning has commenced to identify project timelines and responsibilities. Playspace concept design completed and detailed design underway. Aboriginal Interpretation project commenced. Path work commenced to increase accessibility.</p>				



ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
<p>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.</p> <p>MEASURES OF SUCCESS</p> <ul style="list-style-type: none"> <li>- Framework adopted by Council</li> <li>- Development of strategy commences in consultation with neighbouring Councils.</li> </ul>	In Progress	Infrastructure Services	25%	
<p><b>PROGRESS COMMENTS</b></p> <p>Identification and mapping of recreational opportunities within the region has commenced. Stakeholder feedback has been gathered via survey. Project on track.</p>				

October 2017

Page 4 of 18

City of Launceston


Progress to 30 September 2017

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
North Bank Park Precinct - Implement the North Bank Park Precinct Project Plan.	In Progress	Major Projects	30%	
<b>MEASURES OF SUCCESS</b> - Completion of the playground equipment in the southern area of the site - Completion of the landscaping on the western part of the North Bank Precinct				
<b>PROGRESS COMMENTS</b> A project delivery model has been developed to accommodate Stages 1, 2 and 3. This approach was implemented and measured against the risks associated with the Boral Relocation, to achieve overall deliverability of the program.  North Bank Stage 1 DA was submitted 19 June, the Planning Permit was issued 20 July 2017. A Stage 2 DA was lodged Thursday 21 September to permit final landscaping works to be undertaken.  North Bank tender documentation (Stage 1) was advertised 23 September, with tender(s) closing 9 October 2017. Stage 2 tender documentation is being developed for final works that is reflective of the second DA that has been lodged.  Progress Report 1 (20% completion) has been submitted and approved for payment by the Department of Infrastructure and Regional Development (DIRD). Progress Report 2 will be submitted to DIRD in October.				
ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
North Bank Bridge - Implement the North Bank Bridge Project Plan.	In Progress	Major Projects	30%	
<b>MEASURES OF SUCCESS</b> - Completion of the pedestrian bridge connecting the North Bank Precinct and the Seaport, in accordance with the Project Management Plan				
<b>PROGRESS COMMENTS</b> The North Bank Pedestrian Bridge Design and Construct Tender was publically advertised on 7 August 2017, with tenders closing 4 September 2017. The Tender Assessment Panel concluded their aggregated scoring and tender recommendation. The Tender report has been referred to SPCC for endorsement. Formal endorsement will be sought at the Council meeting on 2 October 2017.				

City of Launceston


Progress to 30 September 2017


**Key Direction: To support the CBD and commercial areas as activity places during day and night**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Launceston City Heart - Civic Square Redevelopment - Redevelopment of Civic Square as part of the Launceston City Heart Masterplan and Launceston City Deal.	In Progress	Major Projects	30%	
<b>MEASURES OF SUCCESS</b> - Successful completion of the redevelopment of Civic Square				
<b>PROGRESS COMMENTS</b> VOS Construction and Joinery commenced work within Civic Square on Monday 10 July 2017. Preliminary works and site establishment are 100% completed. Civic Square will be delivered in 3 Stages; Stage 1 commenced 31 July 2017. Works will progress from St John Street and flow through to Charles Street. VOS Construction and Joinery commenced work within Civic Square on Monday 10 July 2017. Preliminary works and site establishment are 100% completed.				
Civic Square will be delivered in 3 Stages; Stage 1 commenced 31 July 2017, Stage 1 demolition works are complete with the construction of garden beds and seating walls substructure commenced, including formwork and pouring of the first walls being completed.				
The number of personnel on-site has accelerated in August with VOS meeting their current program. Paving works are expected to commence in October 2017. Works will progress from St John Street and flow through to Charles Street.				
Weekly stakeholder meetings are held within Town Hall with all stakeholders providing support to the project to date; signage has been revised as a control measure to aid in improving directions to the general public.				
There are zero incidents to date, achieving zero harm				
Civic Square will be delivered in three stages: Stage 1 commenced 31 July 2017, Stage 1 demolition works are complete with the construction of garden beds and seating walls substructure commenced, including formwork and pouring of the first walls being completed.				
The number of personnel on-site has accelerated in August with VOS meeting their current program currently. Paving works are expected to commence in October 2017. Works will progress from St John Street and flow through to Charles Street.				
Fortnightly stakeholder meetings are held within Town Hall with all stakeholders providing support to the project to date; signage has been revised as a control measure to aid in improving directions to the general public. There are zero incidents to date, achieving zero harm.				

## City of Launceston

Progress to 30 September 2017

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Launceston City Heart - Brisbane Street Mall Redevelopment - Redevelopment of the Brisbane Street Mall as part of the Launceston City Heart Masterplan and Launceston City Deal.	In Progress	Major Projects	28%	
MEASURES OF SUCCESS				
- Commencement and progress in accordance with project milestones				
<b>PROGRESS COMMENTS</b>				
Public consultation for the Brisbane Street Mall design was completed at the end of August 2017. All comments are now compiled and the design has been modified accordingly.				
An internal focused Project Reference Group (PRG) has been formed for the duration of the detailed design phase, to assist with advice during the tight timeframe to complete. The revised design was workshopped with the PRG on 14 September 2017 and was principally supported.				
An SPPC workshop was held on 25 September to present and discuss the design before continuing on with the detailed design.				
Pitt & Sherry have commenced all necessary investigation work in the Mall.				


ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Launceston City Heart - Wayfinding and Connectivity Implementation - Implementation of wayfinding treatments in the CBD (Launceston City Heart area).	In Progress	Major Projects	48%	
MEASURES OF SUCCESS				
- Implement signage treatments across the Launceston City Heart area				
<b>PROGRESS COMMENTS</b>				
An external planning review is now complete. However, based on the review process, a second review will be required once the documentation is completed prior to lodging any development applications. Currently five DA's for specific separate signage will be required. The DA's can be lodged prior to going to Tender and run in parallel during the Tender process. Detailed design final review (second round) is now complete with comments passed onto the consultant to complete documentation. Tender documentation will now be prepared and finalised.				
Final review of the base map is now complete (second round review). The base map will be used for the 'heads up' map on the Wayfinding signage and an inverted map will be used for Col Tourism and the Information Visitor Centre. The Flood Authority principally supports the Wayfinding locations proposed along and near the flood levee. A second external planning review will be required for some signage, once the documentation is completed prior to lodging any development applications. To date, five DA's will be required for signage contained within: City Park, Princes Square, building signage, signs within 30 metres of a watercourse and York Park/Inveresk.				
Aspect Studios will be providing a presentation update on the electronic display prototype at an SPPC workshop scheduled for 23 October 2017.				

October 2017

Page 7 of 18

## City of Launceston

Progress to 30 September 2017

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
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.	In Progress	Major Projects	37%	
MEASURES OF SUCCESS - Successful commencement and progress				
<b>PROGRESS COMMENTS</b> As per last month's Council decision (21 August 2017), St John Street Central South and Central North will pause until such time as further investigation work is complete and a suitable new location for the bus stops can be determined and endorsed. The bus stops project for St John Street Central North and South will not be implemented in 2017. A review by Peter Kenyon is progressing, regarding the social issues associated with the current and any future bus stop locations. A draft report is due in October 2017.				

**Key Direction: To contribute to enhanced public health and amenity to promote a safe and secure environment**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Municipal Emergency Management Plan - Plan reviewed and in place for a further two years.	Yet to commence	Facilities Management	-	-
MEASURES OF SUCCESS - Municipal Emergency Management Plan Reviewed - Municipal Emergency Management Committee endorsement - Council approval				
<b>PROGRESS COMMENTS</b> This action is not due to commence until 1 October 2017.				


City of Launceston

Progress to 30 September 2017

## Priority Area 3 - A city in touch with its region

**10-Year Goal:** *To ensure Launceston is accessible and connected through efficient transport and digital networks*

**Key Direction:** *To improve and maintain accessibility within the City of Launceston area, including its rural areas*

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
<p>Community Engagement Framework - Further development and implementation of organisation framework including:</p> <ul style="list-style-type: none"> <li>- Service level reviews</li> <li>- Digital process</li> <li>- Social media</li> </ul> <p>MEASURES OF SUCCESS</p> <ul style="list-style-type: none"> <li>- Commence first stages which includes ISD Infrastructure Service levels and strategic asset management</li> </ul> <p><b>PROGRESS COMMENTS</b></p> <p>COMMUNITY ENGAGEMENT FRAMEWORK</p> <p>Communications continues to actively engage through the organisation's Community Engagement Framework to ascertain the community's thoughts and feedback through a number of key aspects of the Council's programmes. Since the last report (December 16) two public surveys have been completed - the Access Survey and the Senior Framework Review, using the Council's social media and digital platforms to promote these to a wider audience catchment. A third survey - on the Charles Street works at the Launceston General Hospital - is awaiting final approval to go live. This survey will be supported by the Council's social media platforms (specifically Facebook) and a website article, directing people back to the Your Voice Your Launceston page for comment.</p> <p><b>ACCESS SURVEY</b></p> <p>The Launceston Access Advisory Committee is a Special Committee of the City of Launceston. Its purpose is to provide advice to Council on matters relevant to access issues and to promote accessibility within the municipality. To ensure the Committee can be well informed going forward, it developed a survey to gain the public's ideas and opinions. This survey opened on February 13, 2017, and closed on March 20. The Access Survey asks what improvements can be made in the Launceston municipality around access and inclusion. Results: The survey received 97 engaged participants all living in the 7250 Launceston municipality. The highest number of responses were from individuals in the 56-70 age group, with more males than females completing the survey.</p> <p>Noticeable access improvements from respondents included: • Refurbishment of the Princess Theatre and the wheelchair seating. • Slopes added to footpaths to make it easier for prams, wheelchairs etc. • Bike tracks. • Toilets in Paterson East car park on street rather than within the car park. • Toilets and wheelchair ramps. • Public consultation for major projects. • Quadrant Mall revamp. • Resurfacing of Seaport Boardwalk.</p> <p><b>SOCIAL MEDIA:</b> The Access Survey was promoted on Facebook, it received 126 post clicks, 13 likes and had a reach of 3996.</p> <p><b>SENIOR FRAMEWORK REVIEW</b></p> <p>The City of Launceston developed a Living as a Senior in Launceston Framework and asked for ideas around what's working and what could be improved. The survey opened on April 3, 2017, and closed on May 8, 2017. The purpose of the survey is to guide Council in developing programs for those in our community who are ageing or who are supporting someone over 60 years of</p>	In Progress	General Manager	10%	

October 2017

Page 9 of 18

City of Launceston

Progress to 30 September 2017

age.

There were 154 engaged participants. People told us that maintaining health, being safe in an age friendly community, connecting with family and friends, socialising, financial security, affordability and being able to access services and facilities were the most important factors in ageing. ACTIONS: The City of Launceston has delivered specific community development programs based on the framework, including Celebrating Seniors Morning Tea and Information Sessions, Living as a Senior in Launceston Newsletter and Music in the Park.

UPCOMING SURVEY

CHARLES STREET 'HOSPITAL ZONE' UPGRADE

The City of Launceston is in the process of designing an upgrade of Charles Street, between Howick and Frankland Streets, in front of the Launceston General Hospital. These works, partly funded under the Australian Federal Government's initiative, 'Building Our Future', include the construction of a pedestrian crossing, signage and signals that will reduce speed limits and make people aware that they are entering a hospital zone.

To fully understand the importance of the hospital to our community, Council invites citizens to provide statements that best describe what the hospital means to them, their families, or the community as a whole. It could be the birth of a baby, the care of a loved one, the compassion of the staff or the difference the hospital has made to the Launceston greater region. One to three words will then be used from the best of the statements to form paving text, similar to the technique was also used in the Elizabeth Park project commemorating loved ones who lost their lives due to work-place injuries.

Participants will be asked to submit suggestions for consideration. SURVEY TO GO LIVE: TBA


City of Launceston

Progress to 30 September 2017

**Priority Area 4 - A diverse and welcoming city**

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


**Key Direction: To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Events Sponsorship Program - Support economic and social development in the Launceston region through the implementation of the Events Sponsorship Policy.  <b>MEASURES OF SUCCESS</b> - Events sponsorship programs are administered in accordance with policy and budget allocations - A diverse calendar of events is supported through direct sponsorship by the City of Launceston - Events sponsorship by the City is recognised and acquitted as per funding agreement conditions	In Progress	Development Services	17%	
<b>PROGRESS COMMENTS</b> Currently Col is supporting a diverse calendar of events from areas such as the Arts, Food & Wine, Sport and Rec. Sponsored Major, Signature and Special Events are required to comply with terms of agreement which ensures the City of Launceston is acknowledged through various marketing avenues as a key sponsor. An acquittal report is also required as per the funding agreement and failure to do so can impact on an Organisation receiving sponsorship in following years.				


City of Launceston

Progress to 30 September 2017

**Priority Area 5 - A city that values its environment****10-Year Goal: To reduce the impacts on our natural environment and build resilience to the changing intensity of natural hazards****Key Direction: To contribute to air and river quality in Launceston by liaising with the community, business and other stakeholders**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Tamar River Health and Amenity - In partnership with key stakeholders, prioritise and implement recommendations of the Water Quality Improvement Plan.	In Progress	Infrastructure Services	25%	
MEASURES OF SUCCESS - TasWater, State Government, NRM North, Launceston Flood Authority and Council collaborating on prioritisation and implementation				
<b>PROGRESS COMMENTS</b> There are two work groups reporting to the Tamar Estuary Management Taskforce, land use practices and Combined Sewage Overflow improvements. Col are represented on the land use practices work group which is being development through the current NRM North arrangements. Col are leading the Combined Sewage Overflow working group in conjunction with TasWater. A dedicated team has been established to deliver this work by December 2017.				

**Key Direction: To manage the risks of climate-related events particularly in the area of stormwater management**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Stormwater Management Plan - Analyse results of hydraulic modelling developed over the past 3 years to prepare stormwater management plans for key catchments.	In Progress	Infrastructure Services	25%	
MEASURES OF SUCCESS - Completion of hydraulic modelling for all catchments - Commence community engagement on Stormwater Management Plans				
<b>PROGRESS COMMENTS</b> Hydraulic models and supporting documentation for 4 catchments complete. Models built for remaining catchments but analysis and reporting yet to be done. Some progress has been made by the consultant with most initial modelling now nearing completion, however reallocation of resources onto the combined drainage / sewer system modelling and planning will likely result in a 4 - 5 month delay on original forecasted completion date. 27-9-17				


October 2017

Page 12 of 18

City of Launceston

Progress to 30 September 2017

**Key Direction: To reduce our and the community's impact on the natural environment**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
LED Street Light Project - Continuation of the 2016-17 project to replace existing local street lighting with more efficient and clearer light LEDs.	In Progress	Infrastructure Services	95%	
MEASURES OF SUCCESS - Replacement of existing local street lights with LEDs - Improved lighting levels in local streets - Reduced on-going street lighting costs				
<b>PROGRESS COMMENTS</b> Installation complete for City of Launceston.				

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Waste Strategy Review - Undertake review of Col. Waste Strategy following completion of actions in 2011 Interim Waste Strategy.	Yet to commence	Infrastructure Services	-	-
MEASURES OF SUCCESS -New Waste Strategy adopted by Council				
<b>PROGRESS COMMENTS</b> Waste team to review and report on the actions of the 2011 waste strategy. This action is due to begin in March 2018.				

October 2017

Page 13 of 18


City of Launceston

Progress to 30 September 2017


**Priority Area 6 - A city building its future**

**10-Year Goal: To drive appropriate development opportunities as well as infrastructure, land use planning and transport solutions**

**Key Direction: To advocate and collaborate to address regionally significant infrastructure and transport solutions**


ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Traffic Master Plan (City Precinct) - Develop an Inveresk / Invermay Traffic Master Plan that considers the interface of the precinct with the CBD and as part of the Launceston City Deal.	In Progress	Infrastructure Services	25%	
<b>MEASURES OF SUCCESS</b> - Master Plan adopted by Council				
<b>PROGRESS COMMENTS</b> Engagement of a contractor to support the work of Council officers has been undertaken. A framework for the planning is in development. Department of State Growth have engaged a consultant to update the traffic model so mitigating options can be modelled to determine effect.				

**Key Direction: To ensure that the planning system at a local and regional level is effective and efficient**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Northern Suburbs Revitalisation Plan - Facilitate the implementation of the Northern Suburbs Revitalisation Plan in conjunction with relevant stakeholders and as part of the Launceston City Deal.	In Progress	Development Services	18%	
<b>MEASURES OF SUCCESS</b> - 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				
<b>PROGRESS COMMENTS</b> The ABCDE learning site for Rocherlea is in the final stages of completion with the final report and community celebration taking place mid-September 2017. Ravenswood has been identified as the new ABCDE learning site and The Bank of Ideas have also been engaged to commence community workshops for mid-September. A contract has been arranged with Community Housing Limited to engage a "community connector" to assist with facilitation with this learning site. Col. youth development Officer has also scheduled additional workshops with youth groups in Ravenswood for September.				

City of Launceston

Progress to 30 September 2017

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
<p>Launceston Planning Scheme - Prepare the local provisions of the Launceston Planning Scheme for translation to the new statewide planning scheme framework.</p> <p>MEASURES OF SUCCESS</p> <ul style="list-style-type: none"> <li>- Local provisions prepared</li> <li>- Community consultation undertaken</li> <li>- Local provisions endorsed by Council for submission to the Tasmanian Planning Commission</li> </ul>	In Progress	Development Services	33%	
<p><b>PROGRESS COMMENTS</b></p> <p>It is anticipated that the Local Provisions Schedule including zoning and overlay maps will be ready for informal advertising with the community by mid 2018. Submission to Tasmanian Planning Commission anticipated by Christmas 2018.</p> <p>The following projects are underway -</p> <ol style="list-style-type: none"> <li>1. Industrial Zones Review Project - Engaged SGS Economics &amp; Planning to undertake project to analyse existing General Industrial Zones which adjoin residential zoned land and make recommendations. Project inception meeting held 9 August. Draft report provided early September. Final Draft Report provided 22 September. Feedback provided to SGS. Project Deadline: November 2017</li> <li>2. Agriculture/Rural Zones Project - Engaged AK Consultants to undertake project. Project inception meeting held 15 September 2017. Decision Rules developed. Project Deadline: December 2017</li> <li>3. Residential Zones Analysis Project - Decision rules developed. Maps of key areas produced. Project Deadline: 31 December 2017</li> <li>4. Flood Hazard Code Mapping Review - Project officer briefed. Preliminary meeting scheduled with LFA &amp; Infrastructure Department to review and compare the flood mapping obtained from June 2016 flood event to the current flood overlay map in the LPS 2015. Project Deadline: 28 February 2018</li> <li>5. Rural Living Zone Review - Final Draft Report and maps completed.</li> <li>6. Spot Local Business Zones Review - Project officer briefed.</li> <li>7. Tamar River Open Space Zoning Review - Project officer briefed.</li> <li>8. Local Provisions Schedule Translation - Task underway to translate existing Specific Area Plans and Particular Purpose Zones into new LPS template.</li> </ol>				


City of Launceston

Progress to 30 September 2017

**Priority Area 7 - A city that stimulates economic activity and vibrancy**

**10-Year Goal: To develop a strategic and dedicated approach to securing economic investment in Launceston**

**Key Direction: To provide an environment that is conducive to business and development**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Economic Development Strategy Prospectus - Development of a City of Launceston Investment Prospectus	In Progress	Development Services	33%	
MEASURES OF SUCCESS - Prospectus produced and published				
<b>PROGRESS COMMENTS</b> The process to undertake this task has been developed. Initial discussion with the Chamber of Commerce have been undertaken. A review of other prospectuses prepared by regional economic development bodies and local government has been undertaken. A two page project proposal was approved on 28th September 2017.				

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
University of Tasmania (UTAS) Relocation - Engage with the UTAS on the project to relocate to Inveresk to ensure it integrates with the precinct and City in a planned manner.	In Progress	General Manager	15%	
MEASURES OF SUCCESS - Commitments made by UTAS regarding project delivery - Appropriate arrangements for infrastructure augmentation including traffic flows - High level of urban planning to ensure an effective and well designed interface with the CBD - Good pedestrian way finding between the precinct and the CBD				
<b>PROGRESS COMMENTS</b> University of Tasmania and Council agree on an asset exchange. University completes its master plan process. Detailed project plan prepared to methodically work through the actions around land use planning; transport; parking etc.				

October 2017

Page 16 of 18

City of Launceston

Progress to 30 September 2017

**Key Direction: To facilitate direct investment in the local economy to support its growth**

ACTION	STATUS	DIRECTORATE	% COMPLETE	PROGRESS
<p>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.</p> <p>MEASURES OF SUCCESS</p> <ul style="list-style-type: none"> <li>- City Deal Agreement executed by Prime Minister, Premier and Mayor</li> <li>- Implementation Plan adopted</li> <li>- Ongoing monitoring of measures in place</li> </ul> <p><b>PROGRESS COMMENTS</b></p> <p>The City Deal Agreement signed by the Prime Minister, Premier and Mayor in April 2017. A number of projects within the City Deal agreement are currently being actioned including:</p> <ul style="list-style-type: none"> <li>&gt; University of Tasmania Inner City Campus</li> <li>&gt; Tamar Estuary Taskforce to determine priority projects aimed at improving the health of the Tamar Estuary</li> <li>&gt; Employment of a Education and Jobs Pathway Project Director as part of the jobs and skills objective</li> <li>&gt; Progress with the City Heart Project, particularly in Civic Square and also in St John Street.</li> <li>&gt; Progress with the Cultural Strategy.</li> <li>&gt; Northern Suburbs Revitalisation Strategy.</li> </ul>	In Progress	General Manager	15%	



City of Launceston

Progress to 30 September 2017

**Priority Area 8 - A secure, accountable and responsive Organisation**

**10-Year Goal: To strategically manage our assets, facilities and services**

**Key Direction: To continually improve our service delivery and supporting processes**

ACTION		STATUS	DIRECTORATE	% COMPLETE	PROGRESS
Inveresk Masterplan - Engage with UTAs and precinct stakeholders to conclude the development of the Inveresk Masterplan.		In Progress	Facilities Management	80%	
<b>PROGRESS COMMENTS</b> - IMP Review Stakeholder Document completed; - Outline Plan completed by PLA; - IMP broad costing plan completed; - Gate 1 CDG funding submission completed; - First meeting with UTAs Architects completed - exchange of information and sub group identified;					
ACTION		STATUS	DIRECTORATE	% COMPLETE	PROGRESS
York Park Stadium - Finalise the arrangements for the reconstruction of the playing surface consistent with its asset management plan and secure turf supply.		In Progress	Facilities Management	85%	
MEASURE OF SUCCESS - Arrangements in place for the renewal of the surface					
<b>PROGRESS COMMENTS</b> Turf Farm construction commenced.					

October 2017

Page 18 of 18

## 5 GENERAL BUSINESS

## 6 CLOSED ITEMS

### 6.1 Confirmation of the Minutes

### 6.2 QVMAG Museum Governance Advisory Board Members

#### RECOMMENDATION:

That, pursuant to the *Local Government (Meeting Procedures) Regulations 2015*, the Strategic Planning and Policy Committee move into Closed Session to consider the following matters:

#### **6.1 Confirmation of the Minutes**

*Regulation 34(6)*

#### **6.2 QVMAG Museum Governance Advisory Board Members**

*Regulation 15(2)(g)*

*Information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.*

## 7 CLOSE OF MEETING

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