



City of  
**LAUNCESTON**

# **COUNCIL MINUTES**

**COUNCIL MEETING  
THURSDAY 29 OCTOBER 2020  
1.00pm**

# City of Launceston

## COUNCIL MINUTES

Thursday 29 October 2020

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The Ordinary Meeting of the City of Launceston Council was held at the Council Chambers, Town Hall, St John Street, Launceston:

Date: 29 October 2020

Time: 1.00pm

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### 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 minutes item.



**Michael Stretton**  
Chief Executive Officer

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### AUDIO of COUNCIL MEETINGS

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

This Council Meeting was streamed live to and can be accessed at:  
[www.launceston.tas.gov.au/Council/Meetings/Listen](http://www.launceston.tas.gov.au/Council/Meetings/Listen) .

The following information was provided to members of the public in respect of attendance at the Council Meeting.

### PUBLIC ATTENDANCE AT THE COUNCIL MEETING

To help keep you safe, a maximum of 20 members of the public are permitted to attend a Council Meeting. You must register your attendance in advance by telephoning 6323 3145 and leaving a message, or emailing us at [invitation@launceston.tas.gov.au](mailto:invitation@launceston.tas.gov.au) by 11.00am on the morning of the Council Meeting. A Council Officer will contact you to confirm the details of your attendance.

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

### PUBLIC QUESTION TIME - AGENDA ITEM 8

Questions received in writing by close of business Wednesday of the week prior to the Council Meeting are treated as Questions on Notice. Your question and an answer will be published in the Minutes of the Council Meeting. Questions may be submitted to the Chief Executive Officer at [contactus@launceston.tas.gov.au](mailto:contactus@launceston.tas.gov.au), PO Box 396, Launceston TAS 7250, or Town Hall, St John Street, Launceston.

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

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### PUBLIC COMMENT ON AGENDA ITEMS

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

Please note the following important information:

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

Your respectful contribution is welcome and appreciated.

### LEGISLATIVE TERMINOLOGY - GENERAL MANAGER

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

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# City of Launceston

## COUNCIL MINUTES

Thursday 29 October 2020

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**Present:**      **Councillor**      **A M van Zetten (Mayor)**  
   **D C Gibson (Deputy Mayor)**  
   **J Finlay**  
   **D H McKenzie**  
   **R I Soward**  
   **J G Cox**  
   **A E Dawkins**  
   **N D Daking**  
   **P S Spencer**  
   **A G Harris**  
   **T G Walker**

**In Attendance:**                      **Mr M Stretton (Chief Executive Officer)**  
   **Mrs L Hurst (Community and Place Network)**  
   **Ms L Foster (Organisational Services Network)**  
   **Mr S Eberhardt (Infrastructure and Assets Network)**  
   **Mr S Tennant (Team Leader Communications)**  
   **Mrs L Purchase (Manager Governance)**  
   **Mrs A Rooney (Council and Committees Officer)**

**Apologies:**      **Councillor**      **K P Stojansek**

### ORDER OF BUSINESS

| Item No | Item  | Page No |
|---------|---|---------|
| 1       | OPENING OF MEETING - ATTENDANCE AND APOLOGIES                                     | 1       |
| 2       | MAYORAL ACKNOWLEDGEMENTS  | 1       |
| 3       | DECLARATIONS OF INTEREST  | 1       |
| 4       | CONFIRMATION OF MINUTES   | 2       |
| 5       | DEPUTATIONS   | 3       |
|         | No Deputations have been identified as part of these Minutes                      | 3       |
| 6       | PETITIONS   | 3       |
|         | No Petitions have been identified as part of these Minutes                        | 3       |
| 7       | COMMUNITY REPORTS   | 3       |
|         | No Community Reports were registered with Council as part of these Minutes        | 3       |
| 8       | PUBLIC QUESTION TIME  | 3       |
| 8.1     | Public Questions on Notice  | 3       |
| 8.1.1   | Public Questions on Notice - Mr Jim Dickenson - Council Meeting - 15 October 2020 | 4       |
| 8.1.2   | Public Questions on Notice - Ms Helen Tait - 14 October 2020                      | 6       |
| 8.1.3   | Public Questions on Notice - Mr Phil Brumby - 21 October 2020                     | 9       |
| 8.2     | Public Questions Without Notice   | 12      |
|         | No Public Questions Without Notice were identified as part of these Minutes       | 12      |

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# City of Launceston

## COUNCIL MINUTES

Thursday 29 October 2020

---

| Item No | Item   | Page No |
|---------|--|---------|
| 9       | PLANNING AUTHORITY   | 13      |
| 9.1     | 3 Sherwins Avenue, Launceston - Residential - Construction of a Dwelling     | 13      |
| 10      | ANNOUNCEMENTS BY THE MAYOR   | 20      |
| 10.1    | Mayor's Announcements  | 20      |
| 11      | COUNCILLORS' REPORTS   | 21      |
| 12      | QUESTIONS BY COUNCILLORS   | 21      |
| 12.1    | Questions on Notice  | 21      |
|         | No Councillor's Questions on Notice were identified as part of these Minutes | 21      |
| 12.2    | Questions Without Notice   | 22      |
| 12.2.1  | Councillor P S Spencer - Invermay Traffic Issues                             | 22      |
| 13      | COMMITTEE REPORTS  | 23      |
| 13.1    | Tender Review Committee Meeting - 15 October 2020                            | 23      |
| 14      | COUNCIL WORKSHOPS  | 25      |
| 14.1    | Council Workshop Report  | 25      |
| 15      | NOTICES OF MOTION  | 27      |
|         | No Notices of Motion were identified as part of these Minutes                | 27      |
| 16      | COMMUNITY AND PLACE NETWORK ITEMS  | 28      |
| 16.1    | Carr Villa Memorial Park - Free Ground Conversion Fee                        | 28      |
| 17      | CREATIVE ARTS AND CULTURAL SERVICES NETWORK ITEMS                            | 29      |
|         | No Items were identified as part of these Minutes                            | 29      |

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# City of Launceston

## COUNCIL MINUTES

Thursday 29 October 2020

---

| Item No | Item   | Page No |
|---------|--|---------|
| 18      | INFRASTRUCTURE AND ASSETS NETWORK ITEMS  | 29      |
|         | No Items were identified as part of thee Minutes   | 29      |
| 19      | ORGANISATIONAL SERVICES NETWORK ITEMS  | 30      |
| 19.1    | 2020/2021 Budget - Budget Amendments   | 30      |
| 19.2    | Theatre North Inc. - COVID-19 Financial Support  | 32      |
| 19.3    | 2020/2021 Budget - Theatre North Inc. Budget Amendment   | 33      |
| 19.4    | City of Launceston Four Year Delivery Plan 2019/2020 - 2022/2023   | 35      |
| 19.5    | City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 | 37      |
| 19.6    | Proposed Closure of Part of Frederick Street (Corner of Stone Street), West Launceston                                     | 50      |
| 19.7    | Hall Hire Fees - Community Organisations   | 52      |
| 19.8    | Cataract Gorge Reserve Advisory Committee - Nomination of Committee Members (Community Representatives)                    | 55      |
| 20      | CHIEF EXECUTIVE OFFICER NETWORK ITEMS  | 56      |
|         | No Items were identified as part of these Minutes  | 56      |
| 21      | CLOSED COUNCIL   | 56      |
| 21.1    | Confirmation of the Minutes  | 56      |
| 21.2    | Chief Executive Officer's Contract and Performance Review  | 56      |
| 21.3    | End of Closed Session  | 57      |
| 22      | MEETING CLOSURE  | 57      |

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## 1 OPENING OF MEETING - ATTENDANCE AND APOLOGIES

The Mayor, Councillor A M van Zetten, opened the Meeting at 1.00pm and noted an apology from Councillor K P Stojansek.

## 2 MAYORAL ACKNOWLEDGEMENTS

The Mayor acknowledged receipt of a Certificate from the Youngtown Rotary Club for participation in the *Soggy Bottom Regatta 2020* and acknowledged the assistance of Luke (City of Launceston Communications) and graduate students Isaac, Dylan and Joseph and relevant City of Launceston staff who assisted.

## 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.)*

**No Declarations of Interest were identified as part of these Minutes**

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**4 CONFIRMATION OF MINUTES**

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

**RECOMMENDATION:**

1. That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 15 October 2020 be confirmed as a true and correct record.
2. That the Minutes of the Special Ordinary Meeting of the City of Launceston Council held on 22 October 2020 be confirmed as a true and correct record.

**DECISION: 29 October 2020****MOTION 1**

Moved Councillor D C Gibson, seconded Councillor A G Harris.

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 15 October 2020 be confirmed as a true and correct record, be adopted.

**CARRIED 11:0**

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker

**DECISION: 29 October 2020****MOTION 2**

Moved Councillor D H McKenzie, seconded Councillor P S Spencer.

That the Minutes of the Special Ordinary Meeting of the City of Launceston Council held on 22 October 2020 be confirmed as a true and correct record be adopted.

**CARRIED 11:0**

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker

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**5 DEPUTATIONS**

**No Deputations have been identified as part of these Minutes**

**6 PETITIONS**

*Local Government Act 1993 - sections 57 and 58*

**No Petitions have been identified as part of these Minutes**

**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 Minutes Items; that opportunity exists when that Minutes 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 were registered with Council as part of these Minutes**

**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.)*

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**8.1.1 Public Questions on Notice - Mr Jim Dickenson - Council Meeting - 15 October 2020****FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

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**QUESTIONS and RESPONSES:**

The following question, asked at the Council Meeting 15 October 2020 by Mr Jim Dickenson, has been answered by Mrs Leanne Hurst (General Manager Community and Place Network).

**Questions:**

1. Back in May, that's five months ago, I asked how could it be allowed that highly visible air conditioning equipment be installed on the roof of the brand new Verge Hotel. Your reply to my question was that my question was premature as the building was still under construction. You added further, and I quote, *the endorsed plans for the Verge Hotel show the plant and equipment screened from view*. It is now five months later, the building is now finished, but the plant and equipment is not screened from view. So, when will this work be carried out as required?

*Mr M Stretton (Chief Executive Officer), responded by saying that the matter would be followed up, however, it is the responsibility of the owner to comply with the endorsed plans, both planning and building.*

Subsequent to the Meeting, the following additional response has been provided:

**Response:**

*The planning permit and endorsed plans have been reviewed subsequent to previous answers provided and, contrary to that previous advice, they contain no requirements for screening of plant and equipment on the roof. The plans show the location of the plant centrally towards the southern end of the building. There are some minor discrepancies in the roof layout between the approved planning plans and the building as constructed and the Council's officers will consider the need for amendments to the plans in this regard. Notwithstanding, the visual impacts of the as constructed plans and equipment is considered to be acceptable for a building of this nature.*

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**8.1.1 Public Questions on Notice - Mr Jim Dickenson - Council Meeting - 15 October 2020 ...(Cont'd)**

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2. As a supplementary question to the one I just asked, a month ago I wrote to the Council on the same question and I received the same answer I just go, and another month has gone past, so when will it be screened as it is on the endorsed plans?

*The Mayor, Councillor A M van Zetten, responded by saying that the matter would be followed up.*

3. Back in May, I raised the matter of the unacceptable, grossly untidy state of the unfinished project at 14-16 St Georges Square. This square and its surroundings, its amenity and its lovely housing is truly one of the more pleasant environments in this City. It should be cared for and respected, not allowed to fall by the wayside. The answer back in May was *all required planning permits have been issued*. Nevertheless, I wrote to the Council four weeks ago stating that the property is still untidy and unacceptable have they been complied with? Nevertheless, I again wrote to the Council four weeks ago stating that the property is still untidy and unacceptable and this time I suggested the Council should at least require the developer to take the fence off the footpath and put it behind the site boundary. At least that would be a step in the right direction of tidying it up. I had a reply then that it was being looked in to. What is happening with that one?

**Response:**

*The contractor has realigned the construction fencing with the property boundary. Works will commence on the new fence within the next month which will require closure of the footpath.*

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**8.1.2 Public Questions on Notice - Ms Helen Tait - 14 October 2020****FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

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**QUESTIONS and RESPONSES:**

The following questions, submitted to in writing on 14 October 2020 by Ms Helen Tait, have been answered by Mrs Leanne Hurst (General Manager Community and Place Network).

**Questions:**

1. Regarding self-regulated compliance by applicants at 65A Bourke Street, West Launceston, the Planning Officer has stated, and obviously applied in this case, the principle that a professional application, in this case by Prime Design marked compliant will automatically be accepted as being so. In this case I can identify serious errors in that assertion of compliance and also serious misjudgements by the Planning Officer in interpreting the information supplied. I am concerned that the Councillors, while feeling obliged to follow the Planner's recommendation, are being provided with questionable data and advice on which they stake their decision. Might someone on Council be prepared to investigate or speak with me further on this matter?

**Response:**

*The application in question contained plans and a planning report. The plans were supplied by a qualified building designer and the planning report was prepared by a qualified town planning consultant. The assertion that the planning office automatically agreed with the application documents is incorrect. The assessment of an application is qualitative, in that provisions can be interpreted differently from person to person. There were no serious misjudgements, as alluded to by the representation, but rather a differing of opinion and a differing understanding as to how the provisions of the planning scheme work.*

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**8.1.2 Public Questions on Notice - Ms Helen Tait - 14 October 2020 ...(Cont'd)**

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2. Regarding heritage provisions and the significant issue of interference with, or loss of heritage fabric, my enjoyment and others' enjoyment from afar, of a view of heritage buildings. Etc., the Heritage Council's recommendation also had weighty presence in this case even though their own notes for the registration of 65A suggest that heritage details for this site are incomplete. I ask why wider address was not given to the more subtle requirements of heritage protection for the substance/the fabric, of the West Launceston Heritage precinct. I also ask why a report of more full consideration by the Council's own Heritage Officer is missing or silent in the reports on this DA?

**Response:**

*There are no heritage precincts in the Launceston Interim Planning Scheme 2015; there are only sites that are located on the State register, the local register or in this case, both. When undertaking assessments on properties within the local register, consideration must be taken against the heritage code. During assessment of proposals for heritage listed sites the responsible Planning Officer liaises with the Heritage Planner to understand the heritage values and impact of development and considers this advice in their assessment.*

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**ATTACHMENTS:**

1. Public Questions on Notice - Ms Helen Tait - 14 October 2020
-

### *Attachment 1 - Public Questions on Notice - Ms Helen Tait - 14 October 2020*

**Q 2.** The planning officer has stated, and obviously applied in this case, the principle that a professional application, in this case by Prime Design marked compliant will automatically be accepted as being so. In this case I can identify serious errors in that assertion of compliance and also serious misjudgements by the planning officer in interpreting the information supplied. I am concerned that the councillors while feeling obliged to follow the planner's recommendation, are being provided with questionable data and advise on which they stake their decision.

Might someone on council be prepared to investigate or speak with me further on this matter?

**Q 3. In regard to heritage provisions** and the significant issue of interference with, or loss of heritage fabric, my enjoyment, and others enjoyment from afar, of a view of heritage buildings etc. The Heritage Council's recommendation also had weighty presence in this case even though their own notes for the registration of 65A suggest that heritage details for this site are incomplete. I ask why wider address was not given to the more subtle requirements of heritage protection for the substance/the fabric, of the West Launceston Heritage precinct. I also ask why a report of more full consideration by the council's own heritage officer is missing or silent in the reports on this DA?



**8.1.3 Public Questions on Notice - Mr Phil Brumby - 21 October 2020****FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

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**QUESTIONS and RESPONSES:**

The following questions, submitted to the Council in writing on 21 October 2020 by Mr Phil Brumby, have been answered by Mrs Leanne Hurst (General Manager Community and Place Network).

**Questions:**

1. Is Council's responsibility for the provisions addressing protection of quality of life in our town disabled under the interim planning scheme?

**Response:**

*Both the interim scheme and the proposed new State-wide scheme provide for a pathway for development to occur without planning approval. The current planning scheme provides for provisions that address the impact of proposed development on existing surrounding land that fall outside of this pathway. This is dependent on the type of development, its zone and any overlays. This includes privacy, amenity, overshadowing and access to reasonable sunlight. Whilst each development is assessed on a case by case basis, the scheme does allow consideration of quality of life.*

2. Is there still time to review stronger sunlight and liveability amenity provisions of the scheme before it is set in concrete?

**Response:**

*The current Interim Planning Scheme is set to be replaced by the State-wide Planning Scheme. In some instances the new scheme offers differing provisions for amenity and sunlight from the current scheme. As an example, the new provisions of the Inner Residential Zone require there is no unreasonable loss of amenity having regard to the reduction of sunlight to adjoining properties. This is a departure from the current provisions of the interim scheme, where providing three hours of sunlight is reasonable. This allows for a more qualitative approach to assessment.*

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**8.1.3 Public Questions on Notice - Mr Phil Brumby - 21 October 2020 ...(Cont'd)**

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3. Can the Launceston City Council establish a planning subcommittee with the primary purpose of investigating the impact of obstructions of direct sunlight on amenity, health and quality of life so that advice can be provided to ensure that future planning schemes are required to consider such factors as part of their decisions?

***Response:***

*Given the answers to the first two questions the Council's Officers do not believe it necessary to investigate this matter further or form a subcommittee.*

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**ATTACHMENTS:**

1. Public Questions on Notice - Mr Phil Brumby - 21 October 2020
-

### ***Attachment 1 - Public Questions on Notice - Mr Phil Brumby - 21 October 2020***

I am a business manager of an education, rescue and medical products small business, prior to this I was an ambulance service manager and clinician. I also work from time to time as a First Responder. In every care event a range of factors including those related to the mental health of the client must be considered. Unfortunately, I have too often seen the consequences of medical, social and physical isolation impacting on patient health. A not infrequent impact on the mental resilience of in the cooler months is the absence of warmth and direct exposure to sunlight. There is a causal relationship between reduced exposure to direct sunlight and Seasonal Affective Disorder. I am concerned that the reduction of direct sunlight and heat consequential to renovations and new works approved by council may have a deleterious impact on people impacted by planning approvals.

Below I have provided these photographs as example of good and poor urban infill. One a set of quality two storey flats with good value living space with sun and outlook. The second, two doors away, shows a boundary wall that unbeknown to the absentee landlord, cruelly took the sunlight and view and outdoor amenity of the lower level flat next door, for a renovation. The obstruction to direct sunlight is made clear in the attached images.

My questions are:

1. Is Council's responsibility for the provisions addressing protection of quality of life in our town disabled under the interim planning scheme?
2. Is there still time to review stronger sunlight and liveability amenity provisions of the scheme before it is set in concrete?
3. Can the Launceston City Council establish a planning subcommittee with the primary purpose of investigating the impact of obstructions of direct sun light on amenity, health and quality of life so that advice can be provided to ensure that future planning scheme are required to consider such factors as part of their decisions?



**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.)*

**No Public Questions Without Notice were identified as part of these Minutes**

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The Mayor, Councillor A M van Zetten, announced that under the provisions of the *Land Use Planning and Approvals Act 1993*, Council acts as a Planning Authority in regard to items included in Agenda Item 9 - Planning Authority.

## **9 PLANNING AUTHORITY**

### **9.1 3 Sherwins Avenue, Launceston - Residential - Construction of a Dwelling**

**FILE NO:** DA0493/2020

**AUTHOR:** Duncan Payton (Town Planner)

**GENERAL MANAGER:** Leanne Hurst (Community and Place Network)

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#### **DECISION STATEMENT:**

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

#### **RECOMMENDATION:**

In accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Launceston Interim Planning Scheme 2015, a permit be granted for DA0493/2020 - Residential - Construction of a Dwelling at 3 Sherwins Avenue, Launceston, subject to the following conditions:

#### **1. ENDORSED PLANS & DOCUMENTS**

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

- a. Site + roof plan, prepared by Bennett Architects & Associates Pty Ltd, drawing no. 20111 - DA01, proposed new residence at lot 2 Sherwins Avenue, Launceston, revision A, dated 12/08/2020.
  - b. Level 1 plan, prepared by Bennett Architects & Associates Pty Ltd, drawing no. 20111 - DA02, proposed new residence at lot 2 Sherwins Avenue, Launceston, revision B, dated 10/09/2020.
  - c. Level 2 plan, prepared by Bennett Architects & Associates Pty Ltd, drawing no. 20111 - DA03, proposed new residence at lot 2 Sherwins Avenue, Launceston, revision A, dated 12/08/2020.
  - d. Street Elevation, prepared by Bennett Architects & Associates Pty Ltd, drawing no. 20111 - DA04, proposed new residence at lot 2 Sherwins Avenue, Launceston, revision A, dated 12/08/2020 - AMENDED PLAN REQUIRED..
  - e. Street Elevation, prepared by Bennett Architects & Associates Pty Ltd, drawing no. 20111 - DA05, proposed new residence at lot 2 Sherwins Avenue, Launceston, revision A, dated 12/08/2020 - AMENDED PLAN REQUIRED
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## COUNCIL MINUTES

Thursday 29 October 2020

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### 9.1 3 Sherwins Avenue, Launceston - Residential - Construction of a Dwelling ...(Cont'd)

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- f. South Elevation, prepared by Bennett Architects & Associates Pty Ltd, drawing no. 20111 - DA06, proposed new residence at lot 2 Sherwins Avenue, Launceston, revision A, dated 12/08/2020 - AMENDED PLAN REQUIRED.

## 2. AMENDED PLANS REQUIRED

Prior to the issue of a Building Permit, amended plans must be submitted to the satisfaction of the Manager City Development to replace plans annotated as *Amended Plans Required* and attached to the Permit. Once approved, these amended plans will be endorsed by the Council and will then form part of the Permit. The amended plans must show:

- a. Revised design of the balustrade to the upper level deck to provide a less reflective railing system, ideally of timber, or a combination of timber and steel and to provide.
- b. Revised design of the balustrade of the upper level deck, where within 3m of a boundary other than adjacent to the garage on the adjoining lot, increasing the height to 1.7m above the finished deck level, and providing a uniform transparency of no more than 30%, so as to provide privacy between dwellings.
- c. Change to the colour proposed to the *Shadowclad* plywood sheeting annotated as *FC* on the elevation drawings advertised, from white to an off-white, or another muted shade so as to reduce glare and visual impact on views from adjoining properties.
- d. Confirmation of the colour proposed to the rendered masonry annotated as *RM* on the elevation drawings advertised as being a dark grey.
- e. Confirmation of the colour proposed to the garage door annotated as *PG* on the elevation drawings advertised as being a muted shade so as to reduce glare and visual impact on views from the street.

## 3. LEGAL TITLE

All development and use associated with the proposal must be confined to the legal title of the subject land except construction of access from the street.

## 4. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2020/01285-LCC, dated 03/09/2020 and attached to the permit.

## 5. HOURS OF CONSTRUCTION

Construction works must only be carried out between the hours of:

Monday to Friday - 7.00am and 6.00pm

Saturday - 9.00am to 6.00pm

Sundays and Public Holidays - 10.00am to 6.00pm

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## **9.1 3 Sherwins Avenue, Launceston - Residential - Construction of a Dwelling ...(Cont'd)**

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### **6. SITE LANDSCAPING PLAN**

Prior to the commencement of works, a landscape plan including appropriate vegetation to soften the appearance of the building from the adjoining heritage places must be submitted for approval by the Manager City Development. The plan must be prepared by a suitably qualified person, must be drawn to scale, and must include details of the following elements:

- a. Major site features such as street boundaries, fences, and existing vegetation; and
- b. The proposed building footprint, walls and fences; and
- c. Proposed lawn area, garden beds, hard surfaces and pathways; and
- d. Proposed plantings (including a schedule of all proposed trees, shrubs and groundcover including common name, botanical name and like size at maturity).

Once approved by Manager City Development, the plan will be endorsed and will form part of the permit. The landscaping must be:

- e. Installed in accordance with the endorsed plan; and
- f. Completed within three months of the use commencing; and
- g. Maintained for the life of the use. Plantings must not be removed, destroyed or lopped without the written consent of the Council.

### **7. PROTECTION OF EXISTING TREE**

The existing tree, on the boundary of the subject land must be protected from damage during construction work by barriers and similar devices in accordance with *Australian Standard 4970 Protection of Trees on Development Sites*.

Further planning approval is required prior to the destruction or removal of the tree.

### **8. DAMAGE TO COUNCIL INFRASTRUCTURE**

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

### **9. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE**

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

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## **9.1 3 Sherwins Avenue, Launceston - Residential - Construction of a Dwelling ...(Cont'd)**

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The explicit permission of Technical Services is required prior to undertaking works where the works:

- a. require a road or lane closure;
- b. require occupation of the road reserve for more than one week at a particular location;
- c. are in nominated high traffic locations; or
- d. involve opening or breaking trafficable surfaces.

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

## **10. TRENCH REINSTATEMENT FOR NEW/ALTERED CONNECTIONS**

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

## **11. VEHICULAR CROSSINGS (& ASSOCIATED FOOTPATH WORKS)**

No works to install, removal or modify a vehicular crossing, are to be undertaken without the issue of a Vehicular Crossing Permit for the works. Modification of a vehicular crossing includes any widening of the kerb layback or the driveway apron, in any form whatsoever.

An application for such work must be lodged electronically via the Council's eServices web portal or on the approved hard copy form.

All new works must be constructed to the Council's standards and include all necessary alterations to other services including lowering/raising pit levels, upgrading trenches non trafficable trenches to trafficable standard and/or relocation of services. Permission to alter such services must be obtained from the relevant authority (eg. TasWater, Telstra and TasNetworks, etc.). All redundant crossovers and driveways must be removed prior to the occupation of the development. The construction of the new crossover and driveway and removal of the unused crossover and driveway will be at the applicant's expense.

## **12. SOIL AND WATER MANAGEMENT PLAN**

Prior to the commencement of the development works the applicant must install all necessary silt fences and cut-off drains to prevent the soil, gravel and other debris from escaping the site. Additional works may be required on complex sites. No material or debris is to be transported onto the road reserve (including the nature strip, footpath and road pavement). Any material that is deposited on the road reserve as a result of the development activity is to be removed by the applicant. The silt fencing, cut off drains and

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### 9.1 3 Sherwins Avenue, Launceston - Residential - Construction of a Dwelling ...(Cont'd)

other works to minimise erosion are to be maintained on the site until such time as the site has revegetated sufficiently to mitigate erosion and sediment transport.

#### 13. AMENITY

The construction of the development permitted by this permit must not adversely affect the amenity of the site and the locality by reason of the processes carried on; the transportation of materials, goods or commodities to or from the subject land; the appearance of any buildings, works or materials; the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil; the presence of vermin or otherwise.

#### 14. NO BURNING OF WASTE

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

#### Notes

##### A. General

*This permit was issued based on the proposal documents submitted for DA0493/2020. You should contact Council with any other use or developments, as they may require the separate approval of the Council. The Council's planning staff can be contacted on 6323 3000.*

*This permit takes effect after:*

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

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

##### B. Restrictive Covenants

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

**9.1 3 Sherwins Avenue, Launceston - Residential - Construction of a Dwelling  
...(Cont'd)**

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

**C. Appeal Provisions**

*A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Resource Management and Planning Appeal Tribunal.*

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

*For more information see the Resource Management and Planning Appeal Tribunal website [www.rmpat.tas.gov.au](http://www.rmpat.tas.gov.au) <<http://www.rmpat.tas.gov.au>>*

**D. Permit Commencement.**

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

**E. Fireplace/Woodheater Use**

*Use of the fireplace/woodheater will be subject to the Environmental Management and Pollution Control (Smoke) Regulations 2019 or as superseded.*

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**Mrs L Hurst (General Manager Community and Place Network), Mr R Jamieson (Manager City Development) and Mr D Payton (Town Planner) were in attendance to answer questions of Council in respect of this Agenda Item.**

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**9.1 3 Sherwins Avenue, Launceston - Residential - Construction of a Dwelling  
...(Cont'd)**

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**DECISION: 29 October 2020**

**MOTION**

**Moved Councillor J Finlay, seconded Councillor D H McKenzie.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED 11:0**

**FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker**

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### 10 ANNOUNCEMENTS BY THE MAYOR

#### 10.1 Mayor's Announcements

FILE NO: SF2375

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#### Friday 16 October 2020

- Launched the *Live Well Live Long* program for the North

#### Saturday 17 October 2020

- Attended the Tasmanian State League's Development League Grand Final at the UTAS Stadium
- Attended the *142<sup>nd</sup> Official Opening of the Club Season* for the Tamar Yacht Club

#### Monday 19 October 2020

- Attended the *Commercial Kitchen Upgrade* opening at StudentWorks

#### Thursday 22 October 2020

- Attended the Chamber of Commerce Breakfast

#### Saturday 24 October 2020

- Attended the *100<sup>th</sup> Anniversary of the Naval Association of Australia* dinner

#### Sunday 25 October 2020

- Attended the Commemoration Service for *100<sup>th</sup> Anniversary of the Naval Association of Australia*
- Presented awards at the *Permaculture Design Course* at the Northern Suburbs Community Centre

#### Tuesday 27 October 2020

- Conferred Citizenships at the City of Launceston Public Ceremony

#### Wednesday 28 October 2020

- Attended the Opening of Tasmanian Country Office, Newstead
- 
-

## 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.)*

### 11.1 Councillor D C Gibson

- **Attended the commercial kitchen upgrade opening at *StudentWorks* and acknowledged funding provided from the W D Booth estate and the Tasmanian Community Fund**
- **Attended the Launceston Citizenship Ceremony earlier in the week with 20 new citizens being recognised**
- **Noted Theatre North's recent contemporary women's poetry presentation at the Hotel Grand Chancellor in Launceston catered for 100 attending guests**
- **Noted that the 10<sup>th</sup> Anniversary of the Interweave Association's *Remade* event is being held at the Albert Hall this Saturday. This event has received City of Launceston funds to assist with the event. Tickets are still available for the two available sessions**

## 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 were identified as part of these Minutes**

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**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.)*

**12.2.1 Councillor P S Spencer - Invermay Traffic Issues**

- 1. Would it be possible to open up Gleadow Street, Invermay off the new traffic lights?**

**The Mayor, Councillor A M van Zetten, noted that this question would be Taken on Notice and a response provided in the Council Agenda of 12 November 2020.**

**13 COMMITTEE REPORTS****13.1 Tender Review Committee Meeting - 15 October 2020**

**FILE NO:** SF0100/CD.017/2020/CD.048/2020/CD.022/2020

**AUTHOR:** Anthea Rooney (Council and Committees Officer)

**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

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**DECISION STATEMENT:**

To receive a report from the Tender Review Committee (a delegated Authority Committee).

**RECOMMENDATION:**

That Council notes the decision of the Tender Review Committee to accept tenders submitted by:

1. Zanetto Civil Pty Ltd for the Road Safety Centre - Stage 1 Earthworks, Contract Number CD.022/2020 for \$305,788.00 (exclusive of GST).
  2. Australian Parking and Revenue Control for the Replacement of On Street Parking Meters, Contract Number CD.017/2020 for \$340,000.00 (exclusive of GST).
  3. Tas City Building Pty Ltd for the Youngtown Oval Change Rooms Upgrade, Contract Number CD.048/2020 for \$384,764.00 (exclusive of GST).
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**Ms L Foster (General Manager Organisational Services Network) was in attendance to answer questions of Council in respect of this Agenda Item.**

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**13.1 Tender Review Committee Meeting - 15 October 2020 ...(Cont'd)**

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**DECISION:** 29 October 2020

**MOTION**

**Moved Councillor J G Cox, seconded Councillor D H McKenzie.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED 11:0**

**FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker**

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**14 COUNCIL WORKSHOPS**

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

**14.1 Council Workshop Report**

**FILE NO:** SF4401

**AUTHOR:** Anthea Rooney (Council and Committees Officer)

**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

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**DECISION STATEMENT:**

To consider Council Workshops conducted since the last Council Meeting.

**RECOMMENDATION:**

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

Workshops conducted on 22 and 29 October 2020:

**Long Term Financial Plan Sensitivity Analysis 2020-2030**

*Councillors received a presentation and provided feedback on the revised Long Term Financial Plan 2020-2030.*

**City of Launceston Cultural Strategy 2020-2030**

*Councillors received information on the rationale for the final changes to the draft Cultural Strategy 2020-2030 document.*

**The Contract Management Life Cycle**

*Councillors received a presentation on the contract management life cycle at the City of Launceston.*

**Lilydale Recreational Facilities Discussion**

*Councillors discussed recreational and community facilities at Lilydale.*

**2021 Council and Workshop Schedule**

*Councillors were provided with a draft version of the 2021 Council and Workshop Schedule ahead of its presentation to Council for adoption.*

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**14.1 Council Workshop Report ...(Cont'd)**

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**Councillor Committee Representation on Internal and External Committees - 2020-2022**

*Councillors were presented with a listing of internal and external committees requiring Council representation.*

**Carr Villa Free Hold Fee Review**

*Councillors considered a proposed change to a Carr Villa Memorial Park fee applicable for the conversion of adult free ground to private graves.*

**Mowbray Golf Club and North Launceston Bowls Club Presentation**

*Councillors received a presentation from the Mowbray Golf Club and North Launceston Bowls Club representative.*

**UNESCO Creative Cities Proposal Update**

*Members of the UNESCO Creative Cities Working Group provided Councillors with an update on progress and needs moving forward.*

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**Ms L Foster (General Manager Organisational Services Network) was in attendance to answer questions of Council in respect of this Agenda Item.**

**DECISION: 29 October 2020****MOTION**

**Moved Councillor A E Dawkins, seconded Councillor D C Gibson.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED 11:0**

**FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker**

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**15 NOTICES OF MOTION**

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

**No Notices of Motion were identified as part of these Minutes**

**16 COMMUNITY AND PLACE NETWORK ITEMS****16.1 Carr Villa Memorial Park - Free Ground Conversion Fee****FILE NO:** SF0817**AUTHOR:** Ralf Goetschenberg (Business Leader Carr Villa)**GENERAL MANAGER:** Leanne Hurst (Community and Place Network)

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**DECISION STATEMENT:**

To consider a proposed change to a Carr Villa Memorial Park fee applicable for the conversion of Adult Free Ground Graves to Private Graves.

**PREVIOUS COUNCIL CONSIDERATION:**

In January 2019 a proposal was presented to a Council Workshop to reduce the then applicable fee (\$775) for the Free Ground infant graves (0.5 grave site). Council voted in favour to reduce the fee to \$400 for the remainder of the financial year 2018/2019.

**RECOMMENDATION:**

That Council, under section 205 of the *Local Government Act 1993* (Tas), approves an adjustment to the conversion fee for Adult Free Ground Graves at Carr Villa Memorial Park, and sets the fee at a flat rate of \$475.

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**Mrs L Hurst (General Manager Community and Place Network) was in attendance to answer questions of Council in respect of this Agenda Item.**

**DECISION: 29 October 2020****MOTION**

**Moved Councillor D H McKenzie, seconded Councillor R I Soward.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED 11:0**

**FOR VOTE:** Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker

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**17 CREATIVE ARTS AND CULTURAL SERVICES NETWORK ITEMS**

No Items were identified as part of these Minutes

**18 INFRASTRUCTURE AND ASSETS NETWORK ITEMS**

No Items were identified as part of thee Minutes

**19 ORGANISATIONAL SERVICES NETWORK ITEMS****19.1 2020/2021 Budget - Budget Amendments****FILE NO:** SF3641**AUTHOR:** Nathan Williams (Manager Finance)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

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**DECISION STATEMENT:**

To consider changes to the Council's 2020/2021 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 2020/21 Statutory Estimates:
  - (a) Revenue
    - i. the net increase in revenue from external grants and contributions of \$17,614.
  - (b) Expenses
    - i. the net decrease in operations expenditure of \$40,900.
  - (c) Capital Works Expenditure
    - i. the net increase in expenditure from external funds of \$17,614.
    - ii. the increase in Council funded expenditure of \$40,900.
2. notes that amendments from Recommendation 1. result in:
  - (a) the operating surplus being amended to \$5,679,314 (including capital grants of \$16,824,646) for 2020/2021.
  - (b) the capital budget being increased to \$49,249,796 for 2020/2021.

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**Ms L Foster (General Manager Organisational Services Network) was in attendance to answer questions of Council in respect of this Agenda Item.**

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**19.1 2020/2021 Budget - Budget Amendments ...(Cont'd)**

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**DECISION:** 29 October 2020

**MOTION**

**Moved Councillor D H McKenzie, seconded Councillor R I Soward.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED BY ABSOLUTE MAJORITY 11:0**

**FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker**

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**19.2 Theatre North Inc. - COVID-19 Financial Support****FILE NO:** SF0372**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

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**DECISION STATEMENT:**

To consider the grant of financial support to Theatre North Inc.

**PREVIOUS COUNCIL CONSIDERATION:**

Workshop - 24 September 2020 - Theatre North Inc. Report - Impact of COVID-19

**RECOMMENDATION:**

That Council approves financial support to Theatre North Inc. in the form of an increased annual operational subsidy for the 2020/2021 financial year in the amount of \$117,000.

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**Ms L Foster (General Manager Organisational Services Network) was in attendance to answer questions of Council in respect of this Agenda Item.**

**DECISION:** 29 October 2020**MOTION**

**Moved Councillor D H McKenzie, seconded Councillor D C Gibson.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED 11:0**

**FOR VOTE:** Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker

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**19.3 2020/2021 Budget - Theatre North Inc. Budget Amendment****FILE NO:** SF6641**AUTHOR:** Nathan Williams (Manager Finance)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

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**DECISION STATEMENT:**

To consider changes to the Council's 2020/2021 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 2020/2021 Statutory Estimates:
  - (b) Expenses
    - i. the net increase/decrease in operations expenditure of \$117,000.
2. notes that amendments from Recommendation 1. result in:
  - (a) the operating surplus being amended to \$5,562,314 (including capital grants of \$16,824,646) for 2020/2021.

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**Ms L Foster (General Manager Organisational Services Network) and Mr N Williams (Manager Finance) were in attendance to answer questions of Council in respect of this Agenda Item.**

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**19.3 2020/2021 Budget - Theatre North Inc. Budget Amendment ...(Cont'd)**

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**DECISION: 29 October 2020**

**MOTION**

**Moved Councillor D C Gibson, seconded Councillor D H McKenzie.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED BY ABSOLUTE MAJORITY 11:0**

**FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker**

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## COUNCIL MINUTES

Thursday 29 October 2020

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### 19.4 City of Launceston Four Year Delivery Plan 2019/2020 - 2022/2023

**FILE NO:** SF6955/SF6746/SF5652

**AUTHOR:** Pepper Griffiths (Acting Team Leader Performance and Planning)

**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

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#### **DECISION STATEMENT:**

To consider adopting the City of Launceston Four Year Delivery Plan 2019/2020 - 2022/2023.

#### **PREVIOUS COUNCIL CONSIDERATION:**

Workshop - 30 July 2020 - Draft Four Year Delivery Plan 2019/2020 - 2022/2023

#### **RECOMMENDATION:**

That Council

1. adopts the City of Launceston Four Year Delivery Plan 2019/2020 - 2022/2023 (ECM Document Set ID: 4432306).
  2. pursuant to section 71 of the *Local Government Act 1993* (Tas), adopts the following additional Annual Plan Actions to be added to the City of Launceston Annual Plan 2020/2021:
    - a. implement a rolling program of proactive community engagement through *Tomorrow Together*;
    - b. develop and implement an effective advocacy strategy for the State and Federal elections; and
    - c. review *Horizon 2021- Economic Development Plan*.
  3. notes that, pursuant to section 71(3) of the *Local Government Act 1993* (Tas), an updated copy of the City of Launceston Annual Plan 2020/2021, which includes the Annual Plan Actions at Recommendation 2., will be made available for public inspection and provided to the Directors of Local Government and Public Health.
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**Ms L Foster (General Manager Organisational Services Network) and Mrs P Griffiths (Acting Team Leader Performance and Planning) were in attendance to answer questions of Council in respect of this Agenda Item.**

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**19.4 City of Launceston Four Year Delivery Plan 2019/2020 - 2022/2023 ...(Cont'd)**

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**DECISION: 29 October 2020**

**MOTION**

**Moved Councillor J Finlay, seconded Councillor A G Harris.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED 11:0**

**FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker**

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## COUNCIL MINUTES

Thursday 29 October 2020

### 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020

**FILE NO:** SF6635

**AUTHOR:** Karen Woolridge (Corporate Planning and Performance Administration Officer)

**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

#### DECISION STATEMENT:

To consider the progress against Council's 2020/2021 Annual Plan Actions for the period ending 30 September 2020.

#### PREVIOUS COUNCIL CONSIDERATION:

Council - 11 June 2020 - Agenda Item 19.2 - City of Launceston Annual Plan 2020/2021

#### RECOMMENDATION:

That Council notes progress against 2020/2021 Annual Plan Actions for the period ending 30 September 2020 and approves the deferral of the action listed with a % complete as *Defer*.

**Strategic Priority 1:** We *connect with our Community and our Region* through meaningful engagement, cooperation and representation.

Our interactions with our community are authentic, timely, accurate and open. We want to build strong and productive relationships with our community and regional partners.

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

| <b>Focus Area:</b> To develop and consistently utilise contemporary and effective community engagement processes.                                |                         |            |
|--|-------------------------|------------|
| Action   | Network                 | % Complete |
| Develop a Community Engagement - Policy, Strategy, Framework, and Toolkit.   | Organisational Services | 35%        |
| <b>Comment</b>   |                         |            |
| Reviewed Strategy workshopped with Councillors.  |                         |            |
| <b>Focus Area:</b> To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities. |                         |            |

## COUNCIL MINUTES

Thursday 29 October 2020

### 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)

| Action   | Network                   | % Complete |
|--|---------------------------|------------|
| Complete and implement a Regional Sports Facility Plan in conjunction with sporting clubs, the State Government and neighbouring councils. | Infrastructure and Assets | 5%         |
| <b>Comment</b>   |                           |            |
| Scheduled to commence in March 2021.   |                           |            |

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

We use our influence and resources to deliver the foundations for ongoing economic development. We want Launceston to be the heart of a thriving regional economy.

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

| <b>Focus Area:</b> To actively market the City and Region and pursue investment.   |                           |            |
|--|---------------------------|------------|
| Action   | Network                   | % Complete |
| Implementation of outcomes of Cityprom Inc. review.  | Chief Executive Officer   | 15%        |
| <b>Comment</b>   |                           |            |
| A draft Cityprom Inc. Review report has been completed and workshopped with the Councillors. The report is currently undergoing a stakeholder engagement process after which it will be formally considered by Council.    |                           |            |
| <b>Focus Area:</b> To facilitate direct investment in the local economy to support growth.   |                           |            |
| Action   | Network                   | % Complete |
| Implement an Accelerated Capital Works program.  | Infrastructure and Assets | 10%        |
| <b>Comment</b>   |                           |            |
| In May 2020, in response to the COVID-19 pandemic, Council approved the \$40m Accelerated Capital Works Program aimed at delivering \$20m to market by 30 December 2020 and a further \$20m by 30 April 2021.              |                           |            |
| Approximately \$4.2m in project value is in the delivery phase and a further \$16.4m is in the tender process phase (tender documentation is currently in progress or the tender has been advertised but not yet awarded). |                           |            |
| Works completed on the ground to date include:   |                           |            |
| 1. \$400k of footpath renewals in the northern suburbs;  |                           |            |
| 2. Resealing of the George Town Road and University Way intersection; and  |                           |            |
| 3. Preparatory works for resealing projects.   |                           |            |

## 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)

| <p>Projects currently under construction or scheduled to start on-site very shortly include:</p> <ol style="list-style-type: none"> <li>1. Taroon Street Flood Gate Widening and Riverbend entrance works;</li> <li>2. Boiton Hill/Charleton Street renewal;</li> <li>3. Ashleigh/Auburn Street renewal;</li> <li>4. Harrow/Mimosa rehabilitation; and</li> <li>5. Talune Street pavement works.</li> </ol>  |  |            |
|--|--|------------|
| <p><b>Focus Area:</b> To provide an environment that is supportive to business and development within the municipality.</p>  |  |            |
| Action   | Network                                    | % Complete |
| <p>Cultural Strategy</p> <ul style="list-style-type: none"> <li>• Commence implementation of a Cultural Strategy for the City of Launceston.</li> </ul>  | <p>Creative Arts and Cultural Services</p> | <p>90%</p> |
| <p><b>Comment</b></p> <p>The draft <i>Cultural Strategy</i> was made available for public review and feedback on the <i>Your Voice Your Launceston</i> site with an accompanying survey from 11 March until 28 August 2020.</p> <p>Two public sessions were held in August, including an online Q&amp;A session on Wednesday, 26 August 2020.</p> <p>The objective of the sessions was two-fold:</p> <ol style="list-style-type: none"> <li>1. Provide an interactive opportunity for the general public to ask questions directly to Council about the final draft.</li> <li>2. Commence a conversation around how the community can be part of building the cultural capital of Launceston.</li> </ol> <p>The Panel consisted of representatives from the City of Launceston, Theatre at University of Tasmania, <i>The Examiner</i> and Newstead College.</p> <p>A physical Cultural Strategy community consultation - <i>World Café at Princess Theatre</i> was held on 18 August 2020, which was oversubscribed.</p> <p>Contributions to these consultations and the online survey are closed for evaluation, review and the development of the draft Cultural Survey. Councillors will receive information on the rationale for the final changes on the draft Cultural Strategy in a presentation to the 22 October Workshop.</p> |  |            |

## 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)

**Strategic Priority 3:** We are a **Progressive Leader** that is accountable to our governance obligations and responsive to our community.

Our decision-making and actions are evidence-based, strategic, transparent and considered. We are ethical, fair and impartial in complying with and enforcing the law.

**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.

|  |                         |                   |
|--|-------------------------|-------------------|
| <b>Focus Area:</b> To provide for the health, safety and welfare of the community.   |                         |                   |
| <b>Action</b>  | <b>Network</b>          | <b>% Complete</b> |
| Continue to support the long term recovery of the municipality in light of the COVID-19 pandemic.  | Chief Executive Officer | 25%               |
| <b>Comment</b>   |                         |                   |
| The Council's <i>Community Care and Recovery Package</i> is continuing to be delivered. The <i>Rates and Charges Hardship Policy</i> remains in effect and the organisation is currently focussed on the delivery of the Accelerated Capital Works program.  |                         |                   |
| <b>Focus Area:</b> To fairly and equitably discharge our statutory and governance obligations.   |                         |                   |
| <b>Action</b>  | <b>Network</b>          | <b>% Complete</b> |
| Complete negotiation of the City of Launceston Enterprise Agreement.   | Organisational Services | 5%                |
| <b>Comment</b>   |                         |                   |
| Negotiations not yet formally commenced due to the COVID-19 pandemic. The Memorandum of Understanding to extend the 2016 City of Launceston Enterprise Agreement by 12 months was agreed with employees and the Australian Services Union (ASU). Planning to commence negotiations is well advanced. |                         |                   |
| <b>Focus Area:</b> To fairly and equitably discharge our statutory and governance obligations.   |                         |                   |
| <b>Action</b>  | <b>Network</b>          | <b>% Complete</b> |
| Continue review of Governance/Ownership Model - UTAS Stadium.  | Chief Executive Officer | 15%               |
| <b>Comment</b>   |                         |                   |
| A Draft <i>Future Direction</i> Plan has been developed which reviewed the Governance/Ownership issues and options for the Stadium moving forward. This plan is currently undergoing a stakeholder engagement process after which it will be formally considered by Council.                         |                         |                   |



## 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)

|  |                         |                   |
|--|-------------------------|-------------------|
| <b>Focus Area:</b> To fairly and equitably discharge our statutory and governance obligations.   |                         |                   |
| <b>Action</b>  | <b>Network</b>          | <b>% Complete</b> |
| Commence review of Governance/Ownership Model - QVMAG.   | Chief Executive Officer | 15%               |
| <b>Comment</b>   |                         |                   |
| A Draft QVMAG <i>Futures</i> plan has been developed which reviewed the Governance/Ownership issues and options for the QVMAG moving forward. This plan is currently undergoing a stakeholder engagement process after which it will be formally considered by Council.  |                         |                   |
| <b>Focus Area:</b> To ensure decisions are made on the basis of accurate and relevant information.   |                         |                   |
| <b>Action</b>  | <b>Network</b>          | <b>% Complete</b> |
| Level of Service Planning Stage 1 <ul style="list-style-type: none"> <li>Develop a project plan to document service levels, review appropriateness of services, and engage with the community around expectations.</li> </ul>  | Organisational Services | 0%                |
| <b>Comment</b>   |                         |                   |
| Not yet commenced. Project scoping to commence November 2020.  |                         |                   |
| <b>Focus Area:</b> To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains, and adopting technological and other process innovations.  |                         |                   |
| <b>Action</b>  | <b>Network</b>          | <b>% Complete</b> |
| Organisational Cultural Development Roadmap <ul style="list-style-type: none"> <li>Continue to implement an organisational development program.</li> </ul>   | Organisational Services | 25%               |
| <b>Comment</b>   |                         |                   |
| A Leadership Development program has been designed internally and delivery by the Organisational Development Team has commenced. Planning is underway for internal reflection on the Organisational Alignment Project outcomes that will include connecting in with employees. The reinvigoration of the <i>Safety Circle</i> program has commenced. |                         |                   |
| <b>Focus Area:</b> To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.   |                         |                   |
| <b>Action</b>  | <b>Network</b>          | <b>% Complete</b> |
| Review organisational Information and Communications Technology Strategy.  | Organisational Services | 5%                |
| <b>Comment</b>   |                         |                   |
| Review has commenced and an internal engagement program is being developed to support the review.  |                         |                   |

## 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)

|   |                           |                   |
|---|---------------------------|-------------------|
| <b>Focus Area:</b> To maintain a financially sustainable organisation.                            |                           |                   |
| <b>Action</b>   | <b>Network</b>            | <b>% Complete</b> |
| Negotiate a new Combined Agreement with TasWater.   | Infrastructure and Assets | 50%               |
| <b>Comment</b>  |                           |                   |
| The City of Launceston is working with TasWater to finalise the reviewed Agreement by March 2021. |                           |                   |

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

We facilitate our community's sense of place by enhancing local identity. We want people to be proud to say that Launceston is "my city".

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

|   |                           |                   |
|---|---------------------------|-------------------|
| <b>Focus Area:</b> To promote and enhance Launceston's rich heritage, culture and natural environment.  |                           |                   |
| <b>Action</b>   | <b>Network</b>            | <b>% Complete</b> |
| Launceston Heritage List Review and Precincts <ul style="list-style-type: none"> <li>Continue review of the City of Launceston's local heritage list.</li> </ul>  | Community and Place       | 33%               |
| <b>Comment</b>  |                           |                   |
| Work on Stage 3 of the Heritage List Review is practically complete. The proposed Local Heritage Place listings from Stage 1 will be included with the introduction of the new Tasmanian Planning Scheme and Stages 2 and 3 will follow. Background work for Stage 4 is currently underway. |                           |                   |
| <b>Focus Area:</b> To support the central business district (CBD) and commercial areas as activity places during day and night.   |                           |                   |
| <b>Action</b>   | <b>Network</b>            | <b>% Complete</b> |
| Continue work on Launceston City Heart Bus Interchange.   | Infrastructure and Assets | 25%               |
| <b>Comment</b>  |                           |                   |
| The functional design for the new facility is progressing with Department of State Growth and developer.  |                           |                   |

## 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)

**Strategic Priority 5:** We ***Serve and Care*** for our Community by providing equitable and efficient services that reflects needs and expectations of our community.

We are invested in our community's long term health, well-being, safety and resilience. We want to be trusted and respected by our community.

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

|   |                     |                   |
|---|---------------------|-------------------|
| <b>Focus Area:</b> To plan for and provide services and facilities that recognise the changing demographics and needs of our community.   |                     |                   |
| <b>Action</b>   | <b>Network</b>      | <b>% Complete</b> |
| Implement Council commitments from the <i>My Place My Future</i> Plan.  | Community and Place | 20%               |
| <b>Comment</b>  |                     |                   |
| The <i>Ignite Us</i> community leadership project and the <i>Social Enterprises Toolbox</i> program are in their final stages of development and will be implemented by the end of October 2020.  |                     |                   |
| <b>Focus Area:</b> To define and communicate our role in promoting social inclusion and equity.   |                     |                   |
| <b>Action</b>   | <b>Network</b>      | <b>% Complete</b> |
| Development of a Social Inclusion Framework.  | Community and Place | 20%               |
| <b>Comment</b>  |                     |                   |
| The <i>Tomorrow Together</i> theme <i>A Social, Inclusive and Fair City</i> engagement process was completed in September 2020. These results are being analysed and will form the basis of the Social Inclusion Statement of Commitment. The development of this statement will commence in October 2020.  |                     |                   |
| <b>Focus Area:</b> To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.  |                     |                   |
| <b>Action</b>   | <b>Network</b>      | <b>% Complete</b> |
| Continue to roll out the ABCDE Learning Sites approach to Youngtown.  | Community and Place | 35%               |
| <b>Comment</b>  |                     |                   |
| The Youngtown ABCDE Learning Site is well underway in the community. The scoping/getting to know you stage has been a success with the first Builder Time taking place. Many local residents, non-government organisations, businesses, government and the primary school are involved. The Community Workshop with Bank of I.D.E.A.S is occurring on 15 October 2020. Community projects are already underway. |                     |                   |

### 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)

|   |                           |                   |
|---|---------------------------|-------------------|
| <b>Focus Area:</b> To develop and manage infrastructure and resources to protect our community from natural and other hazards.  |                           |                   |
| <b>Action</b>   | <b>Network</b>            | <b>% Complete</b> |
| Develop planning controls to align with 2018 River Flood Study.   | Community and Place       | 0%                |
| <b>Comment</b>  |                           |                   |
| The project has been delayed due to the COVID-19 pandemic and the difficulty in undertaking the comprehensive community consultation necessary. It is anticipated to start mid-2021.  |                           |                   |
| <b>Focus Area:</b> To develop and manage infrastructure and resources to protect our community from natural and other hazards.  |                           |                   |
| <b>Action</b>   | <b>Network</b>            | <b>% Complete</b> |
| Stormwater System Management Plans <ul style="list-style-type: none"> <li>Implement actions from adopted stormwater management plans.</li> </ul>  | Infrastructure and Assets | 25%               |
| <b>Comment</b>  |                           |                   |
| Significant progress against actions in the Stormwater System Management Plans: review of the Urban Open Drain Procedure; review of planning controls for subdivisions and incorporation of stormwater flood overlays within planning scheme; Stage 1 riparian restoration for urban waterway at Newnham Reserve completed; riparian restoration at Jinglers Reserve planned; dam safety inspections for stormwater detention basins formalised; long-term waterway health monitoring program commenced. Investigations for capital investment for flood mitigation in Prospect and Guy Street North completed. Prospect works incorporated into the Accelerated Capital Works Program. |                           |                   |

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

We strive to minimise the impact of our actions on the environment, while planning for, adapting to and managing the impact of climate change. We want to protect the special character and values of our city for future generations.

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

## 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)

|   |                           |                   |
|---|---------------------------|-------------------|
| <b>Focus Area:</b> To reduce our and the community's impact on the natural environment.   |                           |                   |
| <b>Action</b>   | <b>Network</b>            | <b>% Complete</b> |
| Implement actions from the Sustainability Strategy.   | Infrastructure and Assets | 5%                |
| <b>Comment</b>  |                           |                   |
| <p>During the last financial year, the Council made several commitments to achieve a more sustainable operation. Our commitments are:</p> <ul style="list-style-type: none"> <li>• carbon neutrality by 2025.</li> <li>• 100% renewable energy by 2025.</li> <li>• through the City Power Partnership, has committed to work towards 100% divestment from fossil fuels.</li> </ul> <p>To achieve these commitments the City of Launceston aligned with Climate Emergency Australia and are currently developing a Sustainability/Climate Action Plan (for both climate mitigation and adaptation) and incorporating the United Nations Sustainable Development Goals to transition both the Council and the community to a low-carbon future. The plan will align with science-based emission reduction targets that are based on the latest climate science.</p> |                           |                   |
| <b>Focus Area:</b> To contribute to air and river quality improvements in Launceston.   |                           |                   |
| <b>Action</b>   | <b>Network</b>            | <b>% Complete</b> |
| River Health Action Plan (RHAP) - Implementation <ul style="list-style-type: none"> <li>• Technical support for TasWater/NBN in implementation of the RHAP (catchment management and combined system improvements, public education and policy development) and management of the sediment raking program (data review, hydrological modelling and community).</li> </ul>   | Infrastructure and Assets | 80%               |
| <b>Comment</b>  |                           |                   |
| Sediment raking program review completed November 2019. RHAP catchment management - sewage intrusion project ahead of budget and scheduled to complete investigations in all Launceston suburbs by November 2020. Significant improvements to water quality are anticipated as a result of this project, with a number of sewage intrusions identified. Public education activities ongoing, such as public speaking events, Science Week and information videos for social media.  |                           |                   |

## 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)

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

We play a leading role in balancing the enviable amenity of our municipality with the needs of future development and growth. We want to influence the delivery of the right investment for our City and Region.

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

| <b>Focus Area:</b> To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment.  |                         |            |
|--|-------------------------|------------|
| Action   | Network                 | % Complete |
| University of Tasmania (UTAS) Relocation - City Deal Agreement <ul style="list-style-type: none"> <li>Engage with the UTAS on the project to relocate to Inveresk to ensure it integrates with the precinct and the City in a planned manner.</li> </ul>   | Chief Executive Officer | 25%        |
| <b>Comment</b>   |                         |            |
| The Council is continuing to actively participate in the UTAS/City of Launceston Working Group which regularly meets to consider and guide progress on the UTAS relocation. Additionally, various technical working groups have been established to work with UTAS in respect to urban realm and infrastructure plans and works. |                         |            |
| <b>Focus Area:</b> To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment.  |                         |            |
| Action   | Network                 | % Complete |
| Commence project to identify highest and best use of the Council's owned buildings and land.   | Organisational Services | 5%         |
| <b>Comment</b>   |                         |            |
| Data review has commenced.   |                         |            |

## 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)

| <b>Focus Area:</b> To improve and maintain accessibility, transport options, and infrastructure within the Launceston area, including its rural areas.   |                           |            |
|--|---------------------------|------------|
| Action   | Network                   | % Complete |
| Greater Launceston Transport Vision <ul style="list-style-type: none"> <li>Consider and plan for delivery of priorities identified as part of Greater Launceston Transport Vision.</li> </ul>  | Infrastructure and Assets | 80%        |
| <b>Comment</b>   |                           |            |
| Consultation has been completed for the Greater Launceston Transport Vision and Work Plan with submissions currently being reviewed and considered by our neighbouring Councils and the Department of State Growth. The Vision will likely be ready for formal adoption in December 2020.  |                           |            |
| <b>Focus Area:</b> To improve and maintain accessibility, transport options, and infrastructure within the Launceston area, including its rural areas.   |                           |            |
| Action   | Network                   | % Complete |
| Traffic Signal Project <ul style="list-style-type: none"> <li>Continue upgrade of the City's traffic signal infrastructure (owned by State Growth), targeted improvement of intersections, implementation of data capture technology and data analytics and provide a framework to encourage more sustainability transport options.</li> </ul> | Infrastructure and Assets | 95%        |
| <b>Comment</b>   |                           |            |
| The upgrade of signal hardware and software is 95% complete.   |                           |            |
| <b>Focus Area:</b> To improve and maintain accessibility, transport options, and infrastructure within the Launceston area, including its rural areas.   |                           |            |
| Action   | Network                   | % Complete |
| Continue work on St Leonards Residential Growth Strategy and Masterplan.   | Community and Place       | Defer      |
| <b>Comment</b>   |                           |            |
| Progress has been delayed. Priority has been given to the South Prospect area with St Leonards to re-commence in the 2021/2022 financial year.   |                           |            |
| <b>Focus Area:</b> To improve and maintain accessibility, transport options, and infrastructure within the Launceston area, including its rural areas.   |                           |            |
| Action   | Network                   | % Complete |
| Continue work on South Prospect Residential Growth Strategy and Masterplan.  | Community and Place       | 75%        |
| <b>Comment</b>   |                           |            |
| Work is ongoing with the Masterplan finalisation underway and engineering analysis being completed. Necessary amendments to the Northern Regional Land Strategy are also being advanced. Rezoning are anticipated to be commenced early in 2021.   |                           |            |

## 19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)

|   |                           |                   |
|---|---------------------------|-------------------|
| <b>Focus Area:</b> To improve and maintain accessibility, transport options, and infrastructure within the Launceston area, including its rural areas.  |                           |                   |
| <b>Action</b>   | <b>Network</b>            | <b>% Complete</b> |
| To support the delivery of the Greater Launceston Transport Vision, develop a Launceston Transport Strategy which will include consideration of parking, active transport, freight movement and smart city mobility opportunities.  | Infrastructure and Assets | 70%               |
| <b>Comment</b>  |                           |                   |
| Council has been working with our partners to develop the key themes for a Transport Strategy.  |                           |                   |
| <b>Focus Area:</b> To ensure our suite of strategic planning initiatives are coordinated, and representative of our community's needs and aspirations.  |                           |                   |
| <b>Action</b>   | <b>Network</b>            | <b>% Complete</b> |
| City Deal Agreement <ul style="list-style-type: none"> <li>Continue to work with the Commonwealth and State Governments to successfully implement all of the City of Launceston commitments under the City Deal program to deliver a range of economic and social benefits to the City.</li> </ul>  | Chief Executive Officer   | 75%               |
| <b>Comment</b>  |                           |                   |
| Work on Launceston City Deal projects is continuing. Public consultation on the inaugural Launceston City <i>Cultural Strategy</i> resumed and is now complete. The <i>Cultural Strategy</i> will be presented to Council for endorsement in the next quarter. <i>My Place My Future</i> Council initiatives commenced. City Heart commitment to provide free public Wi-Fi in the CBD is complete and expanded to provide access in outlying areas. Tender process to manufacture and install City Heart wayfinding is complete and a local supplier contracted. The Launceston City Deal third Annual Progress Report was released on 30 September 2020. |                           |                   |
| <b>Focus Area:</b> To ensure our suite of strategic planning initiatives are coordinated, and representative of our community's needs and aspirations.  |                           |                   |
| <b>Action</b>   | <b>Network</b>            | <b>% Complete</b> |
| City Deal Agreement - third year review and determination of projects for additional five years.  | Chief Executive Officer   | 50%               |
| <b>Comment</b>  |                           |                   |
| Review - stage 1: The review is 80% complete and the Review Report is scheduled for completion in November. Five-year extension - stage 2: Groundwork to plan the additional five years commenced informally during the review process (20%). Programming years six to 10 will formally commence when the review is complete.   |                           |                   |



**19.5 City of Launceston Annual Plan 2020/2021 - Progress Report Against Annual Plan Actions for Period Ending 30 September 2020 ...(Cont'd)**

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**Ms L Foster (General Manager Organisational Services Network) and Mrs P Griffiths (Acting Team Leader Performance and Planning) were in attendance to answer questions of Council in respect of this Agenda Item.**

**DECISION: 29 October 2020**

**MOTION**

**Moved Councillor D H McKenzie, seconded Councillor J Finlay.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED 11:0**

**FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker**

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## 19.6 Proposed Closure of Part of Frederick Street (Corner of Stone Street), West Launceston

**FILE NO:** SF1453/SF2022

**AUTHOR:** Robert Bujnowski (Properties and Legal Officer)

**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

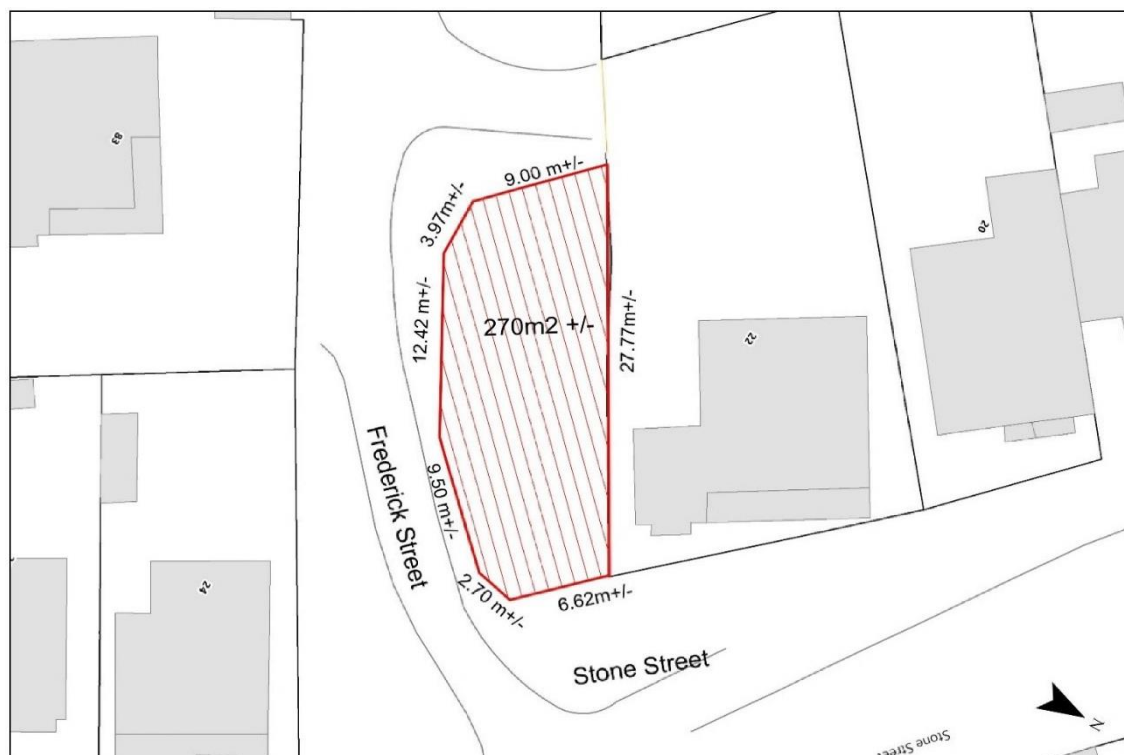
### DECISION STATEMENT:

To consider a request to close part of highway at the corner of Frederick Street and Stone Streets (270m<sup>2</sup>) adjacent to 22 Stone Street, West Launceston.

### RECOMMENDATION:

That Council:

1. forms the opinion that, pursuant to section 14 of the *Local Government (Highways) Act 1982*, a part of the verge at the corner of Frederick Street and Stone Street, West Launceston, adjacent to 22 Stone Street, West Launceston and measuring approximately 27m in length with an area of approximately 270m<sup>2</sup> as shown on the plan below by red hatch, should be closed for the public benefit and because of lack of use.



**19.6 Proposed Closure of Part of Frederick Street (Corner of Stone Street), West Launceston ...(Cont'd)**

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2. requests that the Chief Executive Officer do anything necessary to effect the closure of the part of the highway as shown above, including but not limited to exercising the Council's powers under the *Local Government (Highways) Act 1982* and determining the exact dimensions of the relevant part of the highway that is proposed to be closed.
  3. notes, for the avoidance of doubt, Chief Executive Officer means the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas).
  4. acknowledges that the applicant is to pay the costs of highway closure advertising and any other of the Council's out-of-pocket expenses.
- 

**Ms L Foster (General Manager Organisational Services Network), Mr D Campbell (Team Leader Legal Services) and Mr R Bujnowski (Properties and Legal Officer) were in attendance to answer questions of Council in respect of this Agenda Item.**

**DECISION: 29 October 2020****MOTION**

**Moved Councillor J Finlay, seconded Councillor D H McKenzie.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED 9:2**

**FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking and Councillor A G Harris**  
**AGAINST VOTE: Councillor P S Spencer and Councillor T G Walker**

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**19.7 Hall Hire Fees - Community Organisations****FILE NO:** SF2968**AUTHOR:** Nathan Williams (Manager Finance)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

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**DECISION STATEMENT:**

To approve changes to fees applicable to hiring Council owned halls for community organisations.

**PREVIOUS COUNCIL CONSIDERATION:**

Workshop - 27 February 2020 - Draft 2020/2021 Annual Plan and Fees and Charges

Council Meeting - 19 March 2020 - Agenda Item 19.1 - Council Fees 2020/2021

**RECOMMENDATION:**

That Council, under section 205 of the *Local Government Act 1993* (Tas), approves the following change to fees for 2020/2021 for the hire of Council owned halls and facilities for Community Groups, Not-for-Profits and Benevolent Organisations.

The below recommendations will provide an appropriate discount for community groups at a rate of approximately 50% compared to commercial organisations.

1. Introduction of a new fee - *Community - regular - per hour (minimum \$10 non-refundable)* at a fee of \$14.00. This new fee constitutes 50% of the commercial rate stipulated at fee 629.
2. Wording of fee 627 to be amended to *Community - non regular - per hour*. This fee now relates to non-regular hires only and is approximately 50% of the commercial rate stipulated at fee 630.
3. Definition of Community (fee 638) be updated to:

Definition: Community:

"Benevolent" - an organisation or association that has objects and activities of a charitable nature that holds an Australian Tax Office certificate granting 'benevolent' status.

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### 19.7 Hall Hire Fees - Community Organisations ...(Cont'd)

"Community Association" - an incorporated or unincorporated association of members that has objects and activities of a social or recreational nature and openly offers membership to any member of the community reasonably able to participate in that activity.

"Not-for-profits" - organisations that provide services to the community and do not operate to make a profit for its members.

#### Current Adopted Fees for 2020/2021:

|      |   |             |        |
|------|---|-------------|--------|
| 625. | <b>Parks Services</b>   |             |        |
| 626. | <b>Halls</b>  |             |        |
| 627. | Community - regular and non regular - per hour (min \$10 non-refundable)  | Taxable     | 23.00  |
| 628. | Community - regular and non regular - Bond for Key  | Non Taxable | 52.00  |
| 629. | Commercial - regular hire (e.g. dance and martial arts classes) - per hour  | Taxable     | 28.00  |
| 630. | Commercial - non regular hire (e.g. one off events) - per hour  | Taxable     | 45.00  |
| 631. | Commercial - regular and non regular hire - Bond  | Non Taxable | 557.00 |
| 632. | Bond - Casual Hire  | Non Taxable | 103.00 |
| 633. | Store Room - Windmill Hill (No 1 & 2) - per user per week   | Taxable     | 4.00   |
| 634. | Store Room - St Catherine's (No 1,2,4,5,6 & 7) - per user per week  | Taxable     | 4.00   |
| 635. | Store Room - St Catherine's (No 3) - per user per week  | Taxable     | 4.00   |
| 636. | Store Room - Soldiers Memorial Hall (No 1) - per user per week  | Taxable     | 4.00   |
| 637. | Store Room - Rocherlea Lockers (1,2,3 & 4) - per user per week  | Taxable     | 4.00   |
| 638. | Definition: Community -<br>"Benevolent" - an organisation or association that has objects and activities of a charitable nature that holds an Australian Tax Office certificate granting 'benevolent' status.<br>"Community Association" - an incorporated or unincorporated association of members that has objects and activities of a social or recreational nature and openly offers membership to any member of the community reasonably able to participate in that activity. |             |        |
| 639. | Definition: Commercial - regular: Cyclic, regular bookings e.g. weekly, monthly. Any person, partnership, trust, company or other entity intending to provide goods and/or services for a financial reward.   |             |        |
| 640. | Definition: Commercial - non regular: Any person, partnership, trust, company or other entity intending to provide goods and/or services for a financial reward.  |             |        |

**Ms L Foster (General Manager Organisational Services Network) and Mr N Williams (Manager Finance) were in attendance to answer questions of Council in respect of this Agenda Item.**

**19.7 Hall Hire Fees - Community Organisations ...(Cont'd)**

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**DECISION: 29 October 2020**

**MOTION**

**Moved Councillor D C Gibson, seconded Councillor D H McKenzie.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED 11:0**

**FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker**

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## COUNCIL MINUTES

Thursday 29 October 2020

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### **19.8 Cataract Gorge Reserve Advisory Committee - Nomination of Committee Members (Community Representatives)**

**FILE NO:** SF0839

**AUTHOR:** Anthea Rooney (Council and Committees Officer)

**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

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#### **DECISION STATEMENT:**

To consider nominations of Committee Members (Community Representatives) on the Cataract Gorge Reserve Advisory Committee.

#### **RECOMMENDATION:**

That Council ratify the appointment of Ms Anna Povey, Dr John Ralph and Mr Don Defenderfer as Committee Members (Community Representatives) on the Cataract Gorge Reserve Advisory Committee for terms of up to two years.

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**Ms L Foster (General Manager Organisational Services Network) was in attendance to answer questions of Council in respect of this Agenda Item.**

**DECISION:** 29 October 2020

#### **MOTION**

**Moved Councillor T G Walker, seconded Councillor A G Harris.**

**That the Motion, as per the Recommendation to Council, be adopted.**

**CARRIED 11:0**

**FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor D H McKenzie, Councillor R I Soward, Councillor J G Cox, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris and Councillor T G Walker**

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**20 CHIEF EXECUTIVE OFFICER NETWORK ITEMS**

No Items were identified as part of these Minutes

**21 CLOSED COUNCIL**

*This decision requires an absolute majority of Council*

**RECOMMENDATION:**

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

**21.1 Confirmation of the Minutes**

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

**21.2 Chief Executive Officer's Contract and Performance Review**

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

- (g) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

**DECISION: 29 October 2020****MOTION**

Moved Councillor R I Soward, seconded Councillor A G Harris.

That Council moves into Closed Session.

**CARRIED BY ABSOLUTE MAJORITY 11:0**

**FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor A E Dawkins, Councillor N D Daking, Councillor D H McKenzie, Councillor R I Soward, Councillor P S Spencer, Councillor J G Cox, Councillor A G Harris and Councillor T G Walker**

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## COUNCIL MINUTES

Thursday 29 October 2020

Council moved into Closed Session at 1.43pm.  
Council returned to Open Session at 1.54pm.

### 21.3 End of Closed Session

#### RECOMMENDATION:

That, pursuant to Regulation 34(1)(b) of the *Local Government (Meeting Procedures) Regulations 2015*, resolves to report in Open Session that it has considered the following matters in Closed Session.

| Minutes Item | Matter   | Brief Description  |
|--------------|--|--|
| 21.1         | <i>Closed Council Minutes - 15 October 2020 and Special Closed Council Minutes - 22 October 2020</i> | <i>Confirmation of the Minutes of the Closed Meeting of the City of Launceston Council held on 15 October 2020 and the Closed Special Meeting of the City of Launceston Council held on 22 October 2020.</i> |
| 21.2         | <i>Chief Executive Officer's Contract and Performance Review</i>                                     | <i>Deliberation of Chief Executive Officer's Contract and Performance Review.</i>  |

#### DECISION: 29 October 2020

#### MOTION

Moved Councillor R I Soward, seconded Councillor J G Cox.

That the Motion, as per the Recommendation to Council, be adopted.

**CARRIED 11:0**

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor J Finlay, Councillor A E Dawkins, Councillor N D Daking, Councillor D H McKenzie, Councillor R I Soward, Councillor P S Spencer, Councillor J G Cox, Councillor A G Harris and Councillor T G Walker

### 22 MEETING CLOSURE

The Mayor, Councillor A M van Zetten, closed the Meeting at 1.55pm.