



City of
LAUNCESTON

COUNCIL MINUTES

**COUNCIL MEETING
THURSDAY 4 NOVEMBER 2021
1.00pm**

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

Date: 4 November 2021

Time: 1.00pm

Certificate of Qualified Advice

Background


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

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

Certification

I certify that:

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



Michael Stretton
Chief Executive Officer

AUDIO of COUNCIL MEETINGS

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

This Council Meeting was streamed live to and can be accessed at:
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

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. Members of the public will be required to check in on arrival via the *Check In Tas App* as per the Direction Under Section 16 - Contact Tracing - No. 10 - *Public Health Act 1997*.

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 Agenda of the Council Meeting. Questions may be submitted to the Chief Executive Officer at contactus@launceston.tas.gov.au, PO Box 396, Launceston TAS 7250, or Town Hall, St John Street, Launceston.

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

PUBLIC COMMENT ON AGENDA ITEMS

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

Please note the following important information:

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

Your respectful contribution is welcome and appreciated.

LEGISLATIVE TERMINOLOGY - GENERAL MANAGER

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

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Present: Councillor A M van Zetten (Mayor)
D C Gibson (Deputy Mayor)
D H McKenzie
K P Stojansek
A E Dawkins
N D Daking
P S Spencer
A G Harris
T G Walker
K M Preece

In Attendance: Mr M Stretton (Chief Executive Officer)
Mr R Jamieson (Acting General Manager Community and Place Network)
Mr S Eberhardt (Infrastructure and Assets Network)
Mr P Gimpl (Chief Financial Officer)
Mr S Tennant (Team Leader Communications)
Mrs K Hartland (Team Leader Governance)
Mrs A Rooney (Council and Committees Officer)

Apologies: Councillor R I Soward
J G Cox

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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 apologies from Councillor R I Soward and Councillor J G Cox.

2 MAYORAL ACKNOWLEDGEMENTS

There were no Mayoral Acknowledgements for this Meeting

3 DECLARATIONS OF INTEREST

Local Government Act 1993 (Tas) - section 48

(A councillor must declare any interest that the councillor has in a matter before any discussion on that matter commences.)

Councillor D H McKenzie declared an interest in Agenda Item 16.1 - Community Grants Round 1 (2020/2021) (Starting Point Neighbourhood House)

4 CONFIRMATION OF MINUTES

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

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 21 October 2021 be confirmed as a true and correct record.

DECISION: 4 November 2021

MOTION

Moved Councillor P S Spencer, seconded Councillor A G Harris.

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

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

5 DEPUTATIONS

No Deputations were identified as part of these Minutes

6 PETITIONS

Local Government Act 1993 (Tas) - sections 57 and 58

No Petitions were 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.)

7.1 Mr Hayden Fox (Project Coordinator) - *Healthy Tasmania*

Mr Fox provided a report to Council on the *Healthy Shed* program being conducted at Kings Meadows Bowls Club, noting that the current 10-week program is covering multiple topics aimed at improving men's health. There is an increased interest in these sessions and topics are chosen by participants.

8 PUBLIC QUESTION TIME

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31

8.1 Public Questions on Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31(1)

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

8.1.1 Public Questions on Notice - Ms Jess Hoy - Council Meeting - 21 October 2021**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following question, asked at the Council Meeting on 21 October 2021 by Ms Jess Hoy, has been answered by Mr Michael Stretton (Chief Executive Officer).

Questions:

1. The blue monstrosities [parking meters] of the streets of Launceston stand out and are hard for older people to use. Was there any thought into putting these blue monstrosities in and how the majority of older people would feel about using them? How much did these blue monstrosities cost the Launceston rate payers and was that warranted when there was nothing wrong with the older ones?

Response:

At the Council Meeting of 21 October 2021 the Mayor, Councillor A M van Zetten, indicated that new smart meters have been installed as the older parking meters are not made any more and they were breaking down and not working. Replacement parts are now unavailable and removed parking meters are being used as spare parts for those that remain.

In addition to the response provided by Mayor, the following information is provided. At this stage of the parking meter roll-out, the Council has expended \$370,326 which comprises parking meter purchase and installation costs.

8.1.2 Public Questions on Notice - Ms Susan Rafferty - 26 October 2021**FILE NO:** SF6381**AUTHOR:** Anthea Rooney (Council and Committees Officer)**CHIEF EXECUTIVE OFFICER:** Michael Stretton

QUESTIONS and RESPONSES:

The following questions, submitted to Council in writing on 26 October 2021 by Ms Susan Rafferty, have been answered by Mr Michael Stretton (Chief Executive Officer).

Questions:

1. How much ratepayers' money has been expended to date for the compulsory acquisition of the Birchalls Carpark and what is the total cost expected to be, including any court costs?

Response:

The Council has not made any determination to compulsorily acquire the Paterson Street Central Car park site.

2. At a previous meeting, Mr Stretton stated that a contract with Veolia had not been signed. Given that all recycling plants are behind the same levee (heightened risk, eggs in one basket), what is the current status of council's relationship with Veolia?

Response:

As clarified at the Meeting on 26 August 2021, Mr Stretton indicated that the Council did not have a contract with Veolia that required their operation to be located on any particular site. The Council has a contract with Veolia to provide kerbside collection and kerbside recyclables sorting.

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.)

8.2.1 Mr Robin Smith - Agenda Item 18.1 - Strategic Transport Plans

1. The *Launceston Network Operations Plan* listed stakeholders as the Council, the Department of State Growth, two bicycle groups and a motor club. I take it that this was the only consultation. Does the plan quantify the traffic volume on the A3 (road route) versus local traffic numbers?

Mr Shane Eberhardt (General Manager Infrastructure and Assets Network) sought some clarification on the question regarding traffic volumes but noted that in terms of the consultation of what went into the document was input from the Transport Strategy, the City Heart Masterplan and a number of previous pedestrian strategies, so the plan is about determining who has priority and how different routes are being managed. Mr Eberhardt advised that the question around local versus highway was not clear and this can be discussed separately. Mr Eberhardt was not unable to provide traffic volume numbers as he did not have access to accurate numbers in the Meeting. The General Manager Infrastructure and Assets Network indicated that he is available if Mr Smith would like to discuss his queries in more detail.

2. With regard to the Central Activities District Parking Implementation Plan (Figure 8 - existing loading zones and Figure 9 - proposed loading zones), they seem to be inaccurate. The Mall does not seem to be well provided for into the future and neither does Dechaineux Way. Is this the proposal if the bus interchange goes ahead - the loss of the loading zones in Dechaineux Way or is it an error?

Mr Shane Eberhardt (General Manager Infrastructure and Assets Network) answered by saying that the proposal is based on the current conditions so it is intended, as the methodology explains in the report, that additional loading zones have been added and some removed based on distance between each other.

3. Launceston and Hobart have a one-way CBD street network. If it was not for the bus interchange proposal in Dechaineux Way, is there any great cause for those streets to be made into two-way streets as proposed?

Mr Shane Eberhardt (General Manager Infrastructure and Assets Network) responded saying that the conversion of one-way streets to two-way streets was a decision made by Council as part of the Launceston City Heart Project Masterplan which pre-dates any decision around the bus interchange. The primary focus is about slowing traffic and making the CBD more pedestrian friendly.

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 DA0464/2021 - 31 Brisbane Street, Launceston - Residential - Change of Use to Communal Residence and Alterations and Additions to a Building

FILE NO: DA0464/2021

AUTHOR: Duncan Payton (Town Planner)

GENERAL MANAGER: Leanne Hurst (Community and Place Network)

DECISION STATEMENT:

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

PREVIOUS COUNCIL CONSIDERATION:

D295/95 - Use premises as an office

D325/95 - Erection of signage

DA0519/2000 - Change of use to Tourist Accommodation

DA0691/2020 - Change of use to Single Dwelling

RECOMMENDATION:

That, 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 DA0464/2021 - Residential - Change of Use to Communal Residence and Additions to a Building at 31 Brisbane Street, Launceston, subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

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

- a. Cover page, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A000, revision B, dated August 2021.
 - b. Site Plan, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A100, revision B, dated August 2021.
 - c. Ground Floor Plan - Demolition, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A200, revision B, dated August 2021.
-

9.1 DA0464/2021 - 31 Brisbane Street, Launceston - Residential - Change of Use to Communal Residence and Alterations and Additions to a Building ... (Cont'd)

- d. First Floor Plan - Demolition, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A201, revision B, dated August 2021.
- e. Ground Floor Plan, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A202, revision B, dated August 2021.
- f. First Floor Plan, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A203, revision B, dated August 2021.
- g. Roof Plan, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A204, revision B, dated August 2021.
- h. Existing Elevations, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A300, revision B, dated August 2021.
- i. Existing Elevations, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A301, revision B, dated August 2021.
- j. Street Elevations, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A302, revision B, dated August 2021.
- k. Elevations, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A303, revision B, dated August 2021.
- l. Elevations, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A304, revision B, dated August 2021.
- m. Sections, prepared by X-squared Architects, drawing no. 2104, Launceston Youth at Risk, 31 Brisbane Street, Launceston, page A400, revision B, dated August 2021.
- n. Architects Design Statement, prepared by X-squared Architects, Launceston Youth at Risk, 31 Brisbane Street, Launceston, undated.
- o. Environmental Site Assessment, prepared by ES&D, project no. 8003, 31 Brisbane Street, Launceston, dated September 2021.

2. BICYCLE PARKING

Prior to the commencement of the use, not less than two bicycle parking spaces must be provided on the site. Such bicycle parking must be in accordance with the applicable Australian Standard.

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.

**9.1 DA0464/2021 - 31 Brisbane Street, Launceston - Residential - Change of Use to Communal Residence and Alterations and Additions to a Building
...(Cont'd)**

4. HOURS OF CONSTRUCTION

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

Monday to Friday - 7am to 6pm

Saturday - 8am to 5pm

No works on Sunday or Public Holidays

5. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2021/01463-LCC, 10/09/2021 and attached to the permit.

6. DAMAGE TO THE COUNCIL'S 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.

7. APPLICATION TO ALTER A STORMWATER SERVICE

An application must be made using the Council's eServices web portal, or on the approved form, and accompanied by the prescribed fee to install a new connection or physically remove/relocate or alter an existing service connection.

All work must be carried out by a suitably experienced contractor and in accordance with the Council's standards. All costs associated with these contractors are to be borne by the applicant.

8. SOIL AND WATER MANAGEMENT PLAN

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

9.1 DA0464/2021 - 31 Brisbane Street, Launceston - Residential - Change of Use to Communal Residence and Alterations and Additions to a Building ... (Cont'd)

9. OCCUPATION OF ROAD RESERVE (COMPLEX)

Any works in the road reserve, or requiring the occupation of the road reserve, must be undertaken by, or under the supervision of a tradesman/contractor who is registered with the Council as a *Registered Contractor*.

Where it is necessary for works to occur within the road reserve or for the occupation of the road reserve, the express written permission of the General Manager Infrastructure and Assets Network is required. Application for the occupation of Tamar Street must be made 14 days prior to date of the scheduled occupation or works and detailing (but not limited to):

- a. The nature, dates and duration of the occupation and/or works,
- b. The contractors name and registration number,
- c. The traffic management works that are must employed to provide for the continued safe use of the road reserve by pedestrians and vehicles,
- d. Any alternative pedestrian routes to be provided where the existing footpath in Tamar Street is unavailable for use due to the delivery of materials such as the precast concrete panels
- e. Any temporary works required to maintain the serviceability of `the road or footpath.

A permit issued for any occupation and/or works may be subject to conditions specifying or limiting:

- a. The nature, dates and duration of the occupation and/or works;
- b. The traffic management works that must be employed to provide for the continued safe use of the road reserve by pedestrians and vehicles. Any alternative pedestrian routes to be provided where the existing footpath in Tamar Street is unavailable for use due to the delivery of materials such as the precast concrete panels
- c. Any temporary works required to maintain the serviceability of the road or footpath,
- d. All remedial works required to repair any damage to the road reserve resulting from the occupation and/or works.

Inspections must be arranged for prior to the commencement of the occupation and at the completion of the works.

10. OCCUPATION OF ROAD RESERVE (METERED PARKING BAYS)

Prior to the commencement of the occupation of any metered parking spaces associated with the development (including the placement of skips or materials, or the installation of scaffolding) the applicant must obtain the Consent of the General Manager Infrastructure and Assets Network. The applicant must pay the prescribed daily fee for each occupied metered space for the duration of the occupation, except where the Council's Manager Parking permits a variation.

9.1 DA0464/2021 - 31 Brisbane Street, Launceston - Residential - Change of Use to Communal Residence and Alterations and Additions to a Building ... (Cont'd)

11. 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.

12. 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.

13. DEMOLITION

The Developer must:

- a. carry out all demolition work in accordance with *Safe Work Australia Demolition Work Code of Practice* or any subsequent versions of the document;
- b. protect property and services which are to either remain on or adjacent to the site from interference or damage and erect dust screens as necessary;
- c. not undertake any burning of waste materials on site;
- d. remove all rubbish from the site for disposal at a licensed refuse disposal site;
- e. dispose of any asbestos found during demolition in accordance with the *Safe Work Australia How to Safely Remove Asbestos Code of Practice* or any subsequent versions of the document.

14. CONTAMINATED LAND

An Environmental Site Assessment Report has been prepared by Environmental Service and Design (ES&D), dated September 2021 as there is a *potentially contaminated site* alert for this property; petroleum product or oil storage and commercial engine and machinery repair site.

The proposed change of use does not require any further investigation at this time, but should any new information come to light during the demolition or construction works, which has the potential to alter previous conclusions about site contamination and remediation must be notified to the Council and (the Environmental Protection Authority if relevant), immediately upon discovery.

9.1 DA0464/2021 - 31 Brisbane Street, Launceston - Residential - Change of Use to Communal Residence and Alterations and Additions to a Building ... (Cont'd)

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0646/2021. You should contact the 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 the Council.

B. Restrictive Covenants

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

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

C. Appeal Provisions

A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the 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>>.

9.1 DA0464/2021 - 31 Brisbane Street, Launceston - Residential - Change of Use to Communal Residence and Alterations and Additions to a Building ... (Cont'd)

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. Archaeology

The area is one of the oldest residential areas in Launceston and it is recommended that any excavations on the site be preceded by a suitably qualified archaeological expert investigation.

F. No Approval for alterations to Driveway Crossover

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

Mr R Jamieson (Acting General Manager Community and Place Network), Ms P Glover (Acting Manager City Development) and Mr D Payton (Town Planner) were in attendance to answer questions of Council in respect of this Agenda Item.

Ms Kate Murray spoke against the Recommendation.

Ms Wendy Robbins spoke against the Recommendation.

DECISION: 4 November 2021

MOTION

Moved Councillor D H McKenzie, seconded Councillor A G Harris.

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

CARRIED 8:2

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor P S Spencer, Councillor A G Harris and Councillor K M Preece
AGAINST VOTE: Councillor N D Daking and Councillor T G Walker

9.2 DA0504/2021 - Crown Mill - 22-26 Cameron Street, Launceston - Sport and Recreation - Partial Change of Use to Pilates Studio**FILE NO:** DA0504/2021**AUTHOR:** Maria Chledowska (Town Planner)**GENERAL MANAGER:** Leanne Hurst (Community and Place Network)

DECISION STATEMENT:

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

PREVIOUS COUNCIL CONSIDERATION:

DA0045/2018 - Educational and Occasional Care - change of use to tertiary education

RECOMMENDATION:

That, 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 DA0504/2021 - Crown Mill - Sport and Recreation - Partial Change of Use to Pilates Studio at 22-26 Cameron Street, Launceston subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

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

- a. Location Plan, prepared by mjarchitecture, Project No.2113, Drawing No. D00.00, Revision: 01, Dated 7/09/2021.
- b. Site Plan, prepared by mjarchitecture, Project No.2113, Drawing No. D01.01, Revision: 01, Dated 7/09/2021.
- c. Ground Floor Demolition Plan, prepared by mjarchitecture, Project No.2113, Drawing No. D001.02, Revision: 01, Dated 7/09/2021.
- d. Ground Floor Plan, prepared by mjarchitecture, Project No.2113, Drawing No. D01.03, Revision: 01, Dated 7/09/2021.

2. NO AMPLIFIED MUSIC

No amplified music or percussion music is to be played within the Pilates Studio.

3. LEGAL TITLE

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

9.2 DA0504/2021 - Crown Mill - 22-26 Cameron Street, Launceston - Sport and Recreation - Partial Change of Use to Pilates Studio ...(Cont'd)

4. EXTERIOR AND SECURITY LIGHTING

Exterior and security lighting must be designed, baffled and located so that no direct light is emitted outside the property boundaries.

5. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2021/01543-LCC, 16/09/2021 and attached to the permit.

6. BUSINESS HOURS

The operation of the Pilates Studio must be confined to:

Monday - Friday - 5am to 8pm

Saturday and Sunday - 6am to 12pm

7. DAMAGE TO THE COUNCIL'S 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.

8. OCCUPATION OF ROAD RESERVE (METERED PARKING BAYS)

Prior to the commencement of the occupation of any metered parking spaces associated with the development (including the placement of skips or materials, or the installation of scaffolding) the applicant must obtain the Consent of the General Manager Infrastructure and Assets Network. The applicant must pay the prescribed daily fee for each occupied metered space for the duration of the occupation, except where the Council's Manager Parking permits a variation.

9. CAPPING OF SERVICES

Unused service connections must be capped for possible future use, or permanently sealed with concrete plugs and the disused portion of pipe filled with an approved medium. The location of any capped services must be located on a site plan and provided to Council.

10. AMENITY - COMMERCIAL/INDUSTRIAL USE

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

9.2 DA0504/2021 - Crown Mill - 22-26 Cameron Street, Launceston - Sport and Recreation - Partial Change of Use to Pilates Studio ...(Cont'd)

11. DEMOLITION

The Developer must:

- a. carry out all demolition work in accordance with Safe Work Australia *Demolition Work Code of Practice* or any subsequent versions of the document;
- b. protect property and services which are to either remain on or adjacent to the site from interference or damage and erect dust screens as necessary;
- c. not undertake any burning of waste materials on site;
- d. remove all rubbish from the site for disposal at a licensed refuse disposal site;
- e. dispose of any asbestos found during demolition in accordance with the Safe Work Australia *How to Safely Remove Asbestos Code of Practice* or any subsequent versions of the document

Notes**A. General**

This permit was issued based on the proposal documents submitted for DA0504/2021. You should contact the 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.

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.

9.2 DA0504/2021 - Crown Mill - 22-26 Cameron Street, Launceston - Sport and Recreation - Partial Change of Use to Pilates Studio ...(Cont'd)

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>.

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.

Mr R Jamieson (Acting General Manager Community and Place Network), Ms P Glover (Acting Manager City Development) and Ms M Chledowska (Town Planner) were in attendance to answer questions of Council in respect of this Agenda Item.

DECISION: 4 November 2021

MOTION

Moved Councillor D H McKenzie, seconded Councillor A G Harris.

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

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

9.3 DA0461/2021 - 15 Quadrant, Launceston - 2021 Residential - Construction of Alterations and Extensions to the Existing Building for Use as a Single Dwelling, Visitor Accommodation - Construction of Alterations to the Rear Ground Floor

FILE NO: DA0461/2021

AUTHOR: Catherine Mainsbridge (Senior Town Planner)

GENERAL MANAGER: Leanne Hurst (Community and Place Network)

DECISION STATEMENT:

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

RECOMMENDATION:

That, 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 DA0461/2021 Residential - Construction of Alterations and Extensions to the Existing Building for Use as a Single Dwelling, Visitor Accommodation - Construction of Alterations to the Rear Ground Floor for Use as a Holiday Unit at 15 Quadrant, Launceston subject to the following conditions:

1. ENDORSED PLANS AND DOCUMENTS

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

- a. Existing Floor Plans, Prepared by LXN Architecture & Consulting, Project No A20114, Drawing No. DA-03, Revision No. B, Scale 1:100, Dated 8/9/21.
 - b. Demolition Plans, Prepared by LXN Architecture & Consulting, Project No A20114, Drawing No. DA-04, Revision No. B, Scale 1:100, Dated 8/9/21.
 - c. Proposed Floor Plans GF, Prepared by LXN Architecture & Consulting, Project No A20114, Drawing No. DA-05, Revision No. B, Scale 1:100, Dated 8/9/21.
 - d. Proposed Floor Plan L1, Prepared by LXN Architecture & Consulting, Project No A20114, Drawing No. DA-06, Revision No. A, Scale 1:100, Dated 18/8/21.
 - e. Proposed Floor Plan L2, Prepared by LXN Architecture & Consulting, Project No A20114, Drawing No. DA-07, Revision No. A, Scale 1:100, Dated 18/8/21.
 - f. Elevations Existing, Prepared by LXN Architecture & Consulting, Project No A20114, Drawing No. DA-08, Revision No. A, Scale 1:100, Dated 18/8/21.
 - g. Elevations Existing, Prepared by LXN Architecture & Consulting, Project No A20114, Drawing No. DA-09, Revision No. A, Scale 1:100, Dated 18/8/21.
 - h. Elevations Proposed, Prepared by LXN Architecture & Consulting, Project No A20114, Drawing No. DA-10, Revision No. A, Scale 1:100, Dated 18/8/21.
-

9.3 DA0461/2021 - 15 Quadrant, Launceston - 2021 Residential - Construction of Alterations and Extensions to the Existing Building for Use as a Single Dwelling, Visitor Accommodation - Construction of Alterations to the Rear Ground Floor ...(Cont'd)

- i. Elevations Proposed, Prepared by LXN Architecture & Consulting, Project No A20114, Drawing No. DA-11, Revision No. A, Scale 1:100, Dated 18/8/21.
- j. Material Board, Prepared by LXN Architecture & Consulting, Project No A20114, Drawing No. DA-12, Revision No. A, Dated 18/8/21.

2. LEGAL TITLE

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

3. HOURS OF CONSTRUCTION

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

Monday to Friday - 7am to 6pm

Saturday - 8am to 5pm

No works on Sunday or Public Holidays

4. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2021/01464-LCC, 07/09/2021 and attached to the permit.

5. HERITAGE

The development must be undertaken in accordance with the conditions included on the Tasmanian Heritage Council *Notice of Heritage Decision* for THC Application No. 6673, dated 08/10/2021 and attached to the permit.

6. WATER METER LOCATION

All new and relocated water meters are to be located within the property boundary.

7. DAMAGE TO THE COUNCIL'S 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.

9.3 DA0461/2021 - 15 Quadrant, Launceston - 2021 Residential - Construction of Alterations and Extensions to the Existing Building for Use as a Single Dwelling, Visitor Accommodation - Construction of Alterations to the Rear Ground Floor ...(Cont'd)

8. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

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

The explicit permission of 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.

9. APPLICATION TO ALTER A STORMWATER SERVICE

An application must be made using the Council's eServices web portal, or on the approved form, and accompanied by the prescribed fee to install a new connection, or physically remove/relocate or alter an existing service connection.

All work must be carried out by a suitably experienced contractor and in accordance with the Council's standards. All costs associated with these contractors are to be borne by the applicant.

10. SOIL AND WATER MANAGEMENT PLAN

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

- 9.3 DA0461/2021 - 15 Quadrant, Launceston - 2021 Residential - Construction of Alterations and Extensions to the Existing Building for Use as a Single Dwelling, Visitor Accommodation - Construction of Alterations to the Rear Ground Floor ...(Cont'd)**

11. STRATA LOT NUMBERS AND ADDRESSES FOR DWELLINGS

The following number and addressing is to be assigned to the development consistent with the residential addressing standard: Australian Standard AS4819:

Dwelling No	Strata Lot No.	Street Address
1	Retail Tenancy	15 Quadrant
2	Studio	1/12 Bookmakers Lane
3	Apartment	2/12 Bookmakers Lane

The above addresses are to be adhered to when identifying the dwellings and their associated letterboxes.

12. AMENITY - COMMERCIAL/INDUSTRIAL USE

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

13. DEMOLITION

The Developer must:

- a. carry out all demolition work in accordance with Safe Work Australia *Demolition Work Code of Practice* or any subsequent versions of the document;
- b. protect property and services which are to either remain on or adjacent to the site from interference or damage and erect dust screens as necessary;
- c. not undertake any burning of waste materials on site;
- d. remove all rubbish from the site for disposal at a licensed refuse disposal site;
- e. dispose of any asbestos found during demolition in accordance with the Safe Work Australia *How to Safely Remove Asbestos Code of Practice* or any subsequent versions of the document

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0461/2021. You should contact the 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.

9.3 DA0461/2021 - 15 Quadrant, Launceston - 2021 Residential - Construction of Alterations and Extensions to the Existing Building for Use as a Single Dwelling, Visitor Accommodation - Construction of Alterations to the Rear Ground Floor ...(Cont'd)

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.

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>.

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.

- 9.3 DA0461/2021 - 15 Quadrant, Launceston - 2021 Residential - Construction of Alterations and Extensions to the Existing Building for Use as a Single Dwelling, Visitor Accommodation - Construction of Alterations to the Rear Ground Floor ...(Cont'd)**
-

E. Food Premises

All Food Businesses must be registered with council in accordance with the Food Act 2003. Food Premises must comply with the National Construction Code TAS Part H102.

Mr R Jamieson (Acting General Manager Community and Place Network), Ms P Glover (Acting Manager City Development) and Ms C Mainsbridge (Senior Town Planner) were in attendance to answer questions of Council in respect of this Agenda Item.

DECISION: 4 November 2021

MOTION

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

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

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

The Mayor, Councillor A M van Zetten, announced that Council no longer sits as a Planning Authority.

10 ANNOUNCEMENTS BY THE MAYOR

10.1 Mayor's Announcements

FILE NO: SF2375

Thursday 21 October 2021

- Delivered an address at the *Hazera Community Vigil* in Civic Square

Friday 22 October 2021

- Officiated at the opening night of *Mamma Mia!*

Saturday 23 October 2021

- Attended the *Northern Tasmanian Junior Soccer Association's* 2021 annual dinner

Sunday 24 October 2021

- Launched the *Royal Society of Tasmania Centenary* exhibition at the Queen Victoria Museum and Art Gallery
- Attended the *Trevallyn Community Hall Trust* plaque unveiling

Tuesday 26 October 2021

- Attended the *Visit Northern Tasmania's* Annual General Meeting

Wednesday 27 October 2021

- Hosted the *Tasmanian Community Fund* 21st birthday civic function
- Attended the *Migrant Resource Centre's* Annual General Meeting

Thursday 28 October 2021

- Hosted the 60th Anniversary of *Franklin House* reception

Wednesday 3 November 2021

- Attended the *Migrant Resource Centre* triple graduation
 - Attended the *Launceston College* Special Awards ceremony
-

Councillor N D Daking withdrew from the Meeting at 1.45pm.

Councillor N D Daking re-attended the Meeting at 1:48pm.

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 Cityprom's Annual General Meeting**
- **Attended the graduation ceremony at Launceston College**
- **Attended Self-Help's Annual General Meeting and acknowledged their work in the community during COVID-19 assisting those with disabilities**
- **Noted the passing of Annie Greig who was a strong arts and culture leader in Launceston**

11.1 Councillor A G Harris

- **Attended the 60th Anniversary of Franklin House reception**
- **Attended Franklin House Committee Meeting and noted the upcoming 21 November 2021 Market Day and *Carols and Cakes* on 5 December 2021**
- **Attended the Tasmanian Community Fund's 21st Anniversary event**
- **Attended some games of the recent Women's Big Bash League cricket held in Launceston and highlighted the success of the event**
- **Attended *Mamma Mia!***

11.1 Councillor K M Preece

- **Attended the Tasmanian Community Fund's 21st Anniversary event**
 - **Attended the *Accidental Celebrity* event with guest speaker Lindy Chamberlain-Creighton**
-

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

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.)

No Councillor's Questions Without Notice were identified as part of these Minutes

13 COMMITTEE REPORTS**13.1 Tender Review Committee Meeting - 14 October 2021****FILE NO:** SF0100/CD.028/2021**AUTHOR:** Anthea Rooney (Council and Committees Officer)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

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 the tender submitted by Crossroads Civil Contracting Pty Ltd for the Howick Street (Wellington Street to High Street) - Road Asset Upgrade, Contract Number CD.028/2021 for \$432,170.47 (exclusive of GST).

Mr M Stretton (Chief Executive Officer) was in attendance to answer questions of Council in respect of this Agenda Item.

DECISION: 4 November 2021**MOTION**

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

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

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

14 COUNCIL WORKSHOPS

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

14.1 Council Workshop Report

FILE NO: SF4401

AUTHOR: Anthea Rooney (Council and Committees Officer)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RECOMMENDATION:

That, pursuant to Regulation 8(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 28 October 2021 and 4 November 2021 were:

Words at Work

Councillors participated in a Workshop designed to encourage the use inclusive language at work so as to improve workplace culture and drive productivity.

Workshop Planning for 2022

Councillors engaged in discussions regarding Workshop opportunities for 2022.

Land Use Planning in Levee Protected Areas Project - Draft Flood Risk Assessment and Mapping

Councillors received a presentation on the community consultation findings and draft Flood Risk Assessment and Mapping Project.

North East Rail Trail Unsolicited Proposal

Councillors discussed an unsolicited bid for the North East Rail Trail initiative.

Theme 6 - A Focused and Sustainable Council Tomorrow Together Discussion and Future Plans

Councillors were presented with an outline of Theme 6 - A Focused and Sustainable Council Tomorrow Together Discussion and Future Plans.

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

Mr M Stretton (Chief Executive Officer) was in attendance to answer questions of Council in respect of this Agenda Item.

DECISION: 4 November 2021

MOTION

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

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

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

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 Community Grants (Round 1) 2021/2022

FILE NO: SF7273

AUTHOR: Stephanie Berns (Grants and Sponsorship Officer)

GENERAL MANAGER: Leanne Hurst (Community and Place Network)

DECISION STATEMENT:

To consider applications for Community Grants received in Round 1, 2021/2022.

PREVIOUS COUNCIL CONSIDERATION:

Council - 22 October 2019 - Agenda Item 15.2 - Community Grants (Organisations) Policy Review (05-PI-018)

Council - 22 October 2019 - Agenda Item 15.1 - Community Grants (Individuals/Teams/Groups) Policy Review (05-PI-017)

RECOMMENDATION:

The following organisations receive the recommended grant amounts.

Organisation	Project/Activity	Score	Requested \$	Recommended \$
Lions Club of Lilydale, Inc.	Lilydale Community Mens Shed	83%	\$5,000	\$5,000
Just Cats Inc.	Desexing for Financial Hardship cases	82%	\$3,000	\$3,000
Punchbowl Community Garden/Rotary Club Of Youngtown Inc.	Establishing four new all access garden beds	82%	\$3,609	\$3,609
Northern Suburbs Community Centre	<i>Polished Nails</i>	81%	\$3,800	\$3,800
Cancer Patients Foundation	<i>Look Good Feel Better</i>	74%	\$5,000	\$3,750
Nepali Society of Northern Tasmania Incorporated	Tutoring and mentoring for migrant and refugee - background primary school aged children	70%	\$5,000	\$3,750

16.1 Community Grants (Round 1) 2021/2022 ...(Cont'd)

Council on the Ageing (Tasmania) Inc. trading as COTA Tasmania	<i>Live Well Live Long - Phase 2</i>	67%	\$5,000	\$3,750
Launceston Nepalese Soccer Club	Children engagement and soccer training	67%	\$5,000	\$3,750
Starting Point Neighbourhood House	<i>Feeding the Northern Suburbs Cookbook</i>	53%	\$5,000	\$2,500
TOTAL			\$40,409	\$32,909
TOTAL AVAILABLE				\$35,000
BALANCE				\$2,091

* *Ella Dixon abstained from assessment of Feeding the Northern Suburbs Cookbook (Starting Point Neighbourhood House).*

2. notes the following Community Grant application will not be funded by Council, as the application received a score less than the recommended level for funding (ie. <50%).

Organisation	Event	Score	Requested \$	Recommended \$
City Baptist Inc.	<i>Living in the Present Moment</i>	49%	\$5,000	\$0
Total			\$5,000	\$0

Ms T Mallett (Manager Liveable Communities) and Ms S Berns (Grants and Sponsorship Officer) were in attendance to answer questions of Council in respect of this Agenda Item.

Due a Declaration of Interest in Agenda Item - 16.1 - Community Grants Round 1 (2020/2021) (*Starting Point Neighbourhood House*), Councillor D H McKenzie withdrew from the Meeting at 1.57pm.

16.1 Community Grants (Round 1) 2021/2022 ...(Cont'd)

DECISION: 4 November 2021**MOTION****Moved Councillor K P Stojansek, seconded Councillor T G Walker.****That the Motion, as per the Recommendation to Council, be adopted.****CARRIED 9:0****FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece****ABSENT DUE to DECLARATION of INTEREST: Councillor D H McKenzie,****Councillor D H McKenzie re-attended the Meeting at 1.59pm.**

17 CREATIVE ARTS AND CULTURAL SERVICES NETWORK ITEMS

No Items were identified as part of these Minutes

18 INFRASTRUCTURE AND ASSETS NETWORK ITEMS

18.1 Strategic Transport Plans

FILE NO: SF7185/SF4358/SF7019/SF6773

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

CHIEF EXECUTIVE OFFICER: Michael Stretton

DECISION STATEMENT:

To consider the following strategic transport planning documents for endorsement and adoption:

- Greater Launceston Transport Vision;
- Launceston Transport Strategy 2020-2040;
- Launceston Transport Strategy 2020-2040 - Four Year Implementation Plan;
- Central Activities District Parking Implementation Plan; and
- Launceston Network Operations Plan

PREVIOUS COUNCIL CONSIDERATION:

Council - 6 February 2020 - Agenda Item 18.4 - Draft Greater Launceston Transport Vision and Work Plan

Adopted the Draft Greater Launceston Transport Vision and Work Plan for community consultation

Workshop - 27 August 2020 - Draft Transport Strategy

Councillors received a presentation and engaged in discussion on the development of the draft Launceston Transport Strategy

Workshop - 24 September 2020 - Draft Transport Strategy

Councillors received an update and engaged in discussions on the Launceston Transport Strategy

Workshop - 18 March 2021 - Draft Launceston Transport Strategy and Draft Central Activities District Parking Implementation Plan

Councillors received updates and provided feedback on the Draft Launceston Transport Strategy and the Draft Central Activities Parking Implementation Plan

Meeting - 22 April 2021 - Agenda Item 18.1 - Draft Launceston Transport Strategy - Public Consultation

Approved the release of the Draft Launceston Transport Strategy 2020-2040 for a four-week public comment period

18.1 Strategic Transport Plans ...(Cont'd)

Workshop - 8 July 2021 - Strategic Transport Plans

Councillors received a presentation and discussed a suite of draft strategic transport planning documents.

Workshop - 14 October 2021 - Draft Launceston Transport Strategy 2020-2040 and Central Activities District Parking Implementation Plan

Councillors received a presentation and discussed the outcome of the Draft Launceston Transport Strategy public consultation; and discussed the draft Central Activities District Parking Implementation Plan.

RECOMMENDATION:

1. That Council endorses:
 - a. the Greater Launceston Transport Vision (ECM Doc Set ID 4628230) and Greater Launceston Transport Vision Work Plan (ECM Doc Set ID 4628232);
 - b. the Launceston Transport Strategy 2020-2040 (ECM Doc Set ID 4628233);
 - c. the Launceston Transport Strategy 2020-2040 Four Year Implementation Plan 2021/2022 - 2024/2025 (ECM Doc Set ID 4628228);
 - d. the Central Activities District Parking Implementation Plan (ECM Doc Set ID 4629531); and
 - e. the Launceston Network Operations Plan (ECM Doc Set ID 4628229) and Launceston Network Operating Framework (ECM Doc Set ID 4628231).

2. In the event Recommendation 1. is endorsed, makes the following documents redundant as they will be superseded by the above Strategies and Plans:
 - a. Launceston Transport Futures 2015;
 - b. Launceston Pedestrian Strategy 2015;
 - c. Launceston Bike Strategy 2015;
 - d. Launceston Safer Roads Strategy 2012; and
 - e. Parking and Sustainable Transport Strategy 2009.

Mr S Eberhardt (General Manager Infrastructure and Assets Network) was in attendance to answer questions of Council in respect of this Agenda Item.

Mr Robin Smith spoke for the Recommendation.

18.1 Strategic Transport Plans ...(Cont'd)

DECISION: 4 November 2021

MOTION 1

Moved Councillor A G Harris, seconded Councillor D H McKenzie.

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

CARRIED 8:2

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor A G Harris and Councillor K M Preece
AGAINST VOTE: Councillor P S Spencer and Councillor T G Walker

DECISION: 4 November 2021

MOTION 2

Moved Councillor P S Spencer, seconded Councillor N D Daking.

That Councillor T G Walker be granted an additional three minutes speaking time.

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

The Mayor, Councillor A M van Zetten, handed the Chair to the Deputy Mayor, Councillor D C Gibson, at 2.24pm.

The Mayor, Councillor A M van Zetten, resumed the Chair at 2.27pm.

18.2 Transport Committee - Terms of Reference**FILE NO:** SF7185**AUTHOR:** Nick Browne (Team Leader Roads and Traffic)**GENERAL MANAGER:** Shane Eberhardt (Infrastructure and Assets Network)

DECISION STATEMENT:

To consider disbanding the Pedestrian and Bike Committee and create the Transport Committee.

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 8 July 2021 - Transport Committee - Terms of Reference

RECOMMENDATION:

That Council:

1. disbands the Pedestrian and Bike Committee.
2. if Recommendation 1. is resolved in the affirmative, rescinds the Pedestrian and Bike Committee Terms of Reference - 32-Rfx-016.
3. notes that the resolution made in respect of Recommendation 1. will be reflected in the Council's Committee Representation Details - 14-HLPr-012 and will be communicated to the Chair of the Committee by the Manager Governance.
4. notes the significant contribution that the members of the Pedestrian and Bike Committee, past and present, have made by providing a communicative/consultative link between the Council and relevant stakeholders,
5. adopts the Transport Committee Terms of Reference - 32-Rfx-022 (ECM Doc Set ID 4334577), as listed below:

DRAFT Transport Committee - Terms of Reference

The Transport Committee is a Special Committee of Council as defined in the *Local Government Act 1993* (Tas), section 24.

18.2 Transport Committee - Terms of Reference ...(Cont'd)

PURPOSE:

The purpose of the Transport Committee is to champion and progress the achievement of the Greater Launceston Transport Vision and Launceston Transport Strategy with a focus on our transport vision of:

Our community will have access to diverse transport choices that connect them to our places. Our focus on partnerships and innovation will promote our community's wellbeing and improve Launceston's liveability.

The Committee will specifically provide advice on achieving our strategic direction of:

- **A Liveable Launceston**
 - L1 - Support vibrant places
 - L2 - Enable a sustainable transport lifestyle
 - L3 - Work with partners and community to deliver transport outcomes
 - L4 - Create innovative transport solutions

- **A Healthy Launceston**
 - H1 - Promote healthy transport choices
 - H2 - Work *Towards Zero* road casualties

- **A Connected Launceston**
 - C1 - *Optimise transport networks and services*
 - C2 - *Ensure adequate infrastructure is in place*
 - C3 - *Encourage the right modes on the right streets*
 - C4 - *Provide multimodal transport choices*
 - C5 - *Help people get to where they want to go*
 - C6 - *Help goods get to where they need to go*
 - C7 - *Promote evidence-based planning*
 - C8 - *Respond to future transport trends*

ROLE:

The role of the Transport Committee is to support the successful delivery of the Greater Launceston Transport Vision and Launceston Transport Strategy by:

- providing a communicative/consultative link between the Council and relevant stakeholders;
 - advising and make recommendations to the Council on issues and matters relating to the transport objectives;
 - championing the implementation of best practice transport initiatives within the City;
-

18.2 Transport Committee - Terms of Reference ...(Cont'd)

- reviewing and commenting on the development of Government policies and legislation that have implications for key stakeholders in the Municipal Area and/or the Northern region; and
- considering and making recommendations for consideration in the Council's long-term planning processes and annual planning and budget process in respect to the transport needs of the City.

MEMBERSHIP:

Members of the Transport Committee will include:

1. Members representing the City of Launceston:
 - a. two Councillors (one to be Chair)
 - b. two Council Officers
2. A representative from the Department of State Growth;
3. A representative from Tasmania Police;
4. A representative from the RACT;
5. A representative from the University of Tasmania
6. A representative from Tasmanian Logistics Committee;
7. A representative from the Launceston Chamber of Commerce;
8. A representative nominated by Tamar Bicycle Users Group (TBUG)
9. A representative nominated by Bicycle Network; and
- 10 Up to two community representatives considered by the Committee to have appropriate expertise and experience to contribute to the aims of the Committee and appointed by Council.

Additional relevant Council Officers may attend and provide representation to the committee as required, depending on the items listed in the agenda for discussion.

MEETINGS:

The Committee will normally meet every three months.

PROTOCOL:

Unless otherwise specified, the Meeting Procedure adopted by the City of Launceston will prevail over the workings of this Committee.

HOW THE COMMITTEE WILL OPERATE:

Persons wishing to place an item on the agenda may do so by contacting the minute secretary a minimum of two weeks prior to the next meeting.

Any media communication is to occur through the Chair or a delegated officer in liaison with the Council's Community Relations Team. No committee member is to speak on behalf of the City of Launceston or the Committee.

18.2 Transport Committee - Terms of Reference ...(Cont'd)

The Committee will report to the Council following each meeting to outline the items discussed at the meeting and to provide any recommendations, together with supporting rationale, for the consideration of the Council.

Working groups may be established as needed to address specific projects and may include additional people from the community where there is a specific need. Meetings for these groups will be held when required.

RESOURCES:

The City of Launceston will provide staff support to organise meetings, take minutes and distribute follow up actions and prepare reports to the Council. It should be noted that these staff are accountable to the General Manager Infrastructure and Assets and cannot be directed by the Committee.

While the Committee can make recommendations to the Council on budget items, the Committee does not have a budget line.

HONORARIUMS:

The Council will not pay any honorariums or expenses to any member on the committee.

REVIEW:

The Terms of Reference and Committee membership will be reviewed every two years from the date of adoption of this version.

Mr S Eberhardt (General Manager Infrastructure and Assets Network) was in attendance to answer questions of Council in respect of this Agenda Item.

DECISION: 4 November 2021**MOTION**

Moved Councillor A G Harris, seconded Councillor D H McKenzie.

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

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

19 ORGANISATIONAL SERVICES NETWORK ITEMS

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021

FILE NO: SF6811

AUTHOR: Courtney Osborne (Corporate Performance and Planning Officer)

GENERAL MANAGER: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the progress against Council's 2021/2022 Annual Plan Actions for the period ending 30 September 2021.

PREVIOUS COUNCIL CONSIDERATION:

Council - 17 June 2021 - Agenda Item 19.3 - City of Launceston Annual Plan 2021/2022

RECOMMENDATION:

That Council notes progress against 2021/2022 Annual Plan Actions for the period ending 30 September 2021:

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.

Focus Area: To develop and consistently utilise contemporary and effective community engagement processes		
Action	Network	% Complete
Implement a rolling program of proactive community engagement through <i>Tomorrow Together</i> .	Organisational Services	80%
Comment		
Final theme (A Sustainable Council) from the original program to be completed by December 2021. Planning for next program of engagement almost completed ready for implementation in 2022.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Focus Area: 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	70%
Comment		
Internal familiarisation and implementation underway.		
Focus Area: To lead the implementation of the Greater Launceston Plan via collaborative and constructive relationships with our regional partners		
Action	Network	% Complete
Work with regional partners to complete the review of the Greater Launceston Plan (GLP). Provide an agreed vision and evidence based plan to guide sustainable development of the GLP area over the medium and longer-term horizons, which is supported by all member Councils.	Organisational Services	20%
Comment		
Deferred from original timeline. Expected to be complete June 2022.		
Focus Area: To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities		
Action	Network	% Complete
Complete a Regional Sports Facility Plan in conjunction with sporting clubs, the State Government and neighbouring councils.	Infrastructure and Assets	5%
Comment		
Tenders called and under assessment.		
Focus Area: To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities		
Action	Network	% Complete
Develop and implement an effective advocacy strategy for the State and Federal elections.	Chief Executive Officer	95%
Comment		
Based on the Council's Four Year Delivery Plan, advocacy on the Council's priority projects has been occurring with the State and Federal Governments and more recently, specifically with the sitting Federal member and announced Labor candidate.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

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.

Focus Area: To actively market the City and region and pursue investment.		
Action	Network	% Complete
Develop and progress Smart Cities initiatives.	Organisational Services	70%
Comment		
Initial tranche of smart city initiatives developed under the Greater Launceston Transformation Plan are well underway with considerable number implemented. Work is underway to review and engage the organisation in next stages of future activities.		
Focus Area: To actively market the City and region and pursue investment.		
Action	Network	% Complete
Implementation of outcomes of City Prom review.	Organisational Services	30%
Comment		
On schedule for June 2022 completion.		
Focus Area: To provide an environment that is supportive to business and development within the municipality.		
Action	Network	% Complete
Review and implement Sister Cities Engagement Program.	Organisational Services	70%
Comment		
Review completed and recommendations being implemented. Significant engagement planned for final quarter of 2021.		
Focus Area: To provide an environment that is supportive to business and development within the municipality.		
Action	Network	% Complete
Review <i>Horizon 2021</i> - Economic Development Plan.	Organisational Services	80%
Comment		
Review complete and revised Economic Development Plan draft due to be finalised in early 2022.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(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.

Focus Area: To provide for the health, safety and welfare of the community.		
Action	Network	% Complete
Continue to support the long-term recovery of the Municipal Area in light of the COVID-19 pandemic.	Chief Executive Officer	25%
Comment		
In many ways, the Launceston economy is performing well despite the impact of the COVID-19 Pandemic. The obvious sectors still impacted are our tourism and hospitality operators and the Council is supportive of the State Government's initiatives, such as the travel voucher programs, to assist this sector. The Council is continuing to work with the State Government to implement measures to ensure that COVID-19 vaccination rates across Launceston achieve the national and State benchmarks. The Council will review its approach once the State Government releases the roadmap for easing COVID-19 restrictions in the State.		
Focus Area: To fairly and equitably discharge our statutory and governance obligations.		
Action	Network	% Complete
Provide information and advice to prospective Councillor candidates and support the Tasmanian Electoral Commission in the delivery of the Local Government election.	Organisational Services	Not Started
Comment		
Not yet commenced.		
Focus Area: To ensure decisions are made on the basis of accurate and relevant information.		
Action	Network	% Complete
Level of Service Planning Stage 1 • Develop a project plan to document service levels, review appropriateness of services, and engage with the community around expectations.	Organisational Services	5%
Comment		
Scoping has commenced.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.		
Action	Network	% Complete
Organisational Cultural Development Roadmap • Continue to implement an organisational development program.	Organisational Services	25%
Comment		
Implementation of the Cultural Roadmap is progressing. Teams are at various stages of culture check-ins, <i>DiSC</i> and their <i>My Why</i> events. Values Champions are contributing well. A review of the Cultural Roadmap is also underway to plan for the future. Input being included is from Safety Circle, Lean (in consultation with the Performance and Planning Team) and Culture Check-ins. The next Organisational Culture Inventory Survey is being planned for early 2022.		
Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.		
Action	Network	% Complete
Commence development of a Business Performance Measurement framework, as well as Strategic, Operational and Community satisfaction focused KPIs which can be tracked in a consistent manner and reported on.	Organisational Services	5%
Comment		
Investigation has commenced.		
Focus Area: To maintain a financially sustainable organisation.		
Action	Network	% Complete
Implement the recommendations of the UTAS Stadium Future Direction Plan.	Chief Executive Officer	40%
Comment		
The Council's Officers are currently working with the State Government to form the new entity <i>Stadiums Tasmania</i> which will assume ownership of the UTAS Stadium. Additionally, the Council's Officers are also assisting the State Government in the preparation of the re-development plans for the Stadium to increase the seating capacity to 24,000. Advocacy efforts are still occurring with the State and Federal Governments to deliver funding for the Indoor sport and entertainment facility which is recommended in the Plan.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Focus Area: To maintain a financially sustainable organisation.		
	Network	% Complete
Implement Recommendations of the QVMAG Futures Plan.	Chief Executive Officer	25%
Comment		
The Council's Officers are currently working with the State Government to achieve a common position on the QVMAG Futures Plan. It is intended that this will be achieved before the end of the year which will enable the Plan to be finalised and formally considered by Council.		
Focus Area: To maintain a financially sustainable organisation.		
Action	Network	% Complete
Develop a Future Workforce Planning Framework.	Organisational Services	5%
Comment		
Work has commenced to research Future Workforce Planning Frameworks.		

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.

Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.		
Action	Network	% Complete
Develop and implement an improvement plan for Princess Theatre and Earl Arts Centre upgrade implementation.	Infrastructure and Assets	2%
Comment		
A high level Masterplan has been developed and Councillors and key stakeholders have been engaged with design feedback being sought. External and internal traffic advice has been provided on the impact to Earl Street and the proposed foyer. Waiting to reengage with architects on this component.		
Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.		
Action	Network	% Complete
Undertake review of the City of Launceston Open Space Strategy.	Infrastructure and Assets	Not Started

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Comment		
Commencement of this project will occur in late 2021/2022 due to internal resourcing constraints.		
Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.		
Action	Network	% Complete
Commence Albert Hall renewal.	Infrastructure and Assets	15%
Comment		
Conservation management plan and impact assessment is complete. Design for mechanical and audio visual are complete and about to be released for tender. Architects are 75% through detailed design in preparation for quantity surveying and lodgement of the Development Application. Negotiations with current tenants are underway.		
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Action	Network	%Complete
Launceston City Heart - Design and engage on projects including: <ul style="list-style-type: none"> • Paterson Street urban upgrade. • St John Street removal of bus stops and urban upgrade. • Traffic changes to support City Heart. 	Community and Place	70%
Comment		
Concept Design is well advanced. This has been developed following extensive community consultation, together with stakeholder input and best practice design. From concept, the design will be further developed to be ready for application for <i>Building Better Regions Funding</i> .		
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Action	Network	% Complete
Prepare for Launceston City Heart CBD traffic changes.	Infrastructure and Assets	10%
Comment		
Preliminary intersection and streetscape layout determined based on required traffic function.		
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Action	Network	% Complete
Continue work on the Launceston City Heart Transport Hub.	Infrastructure and Assets	2%

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Comment		
Pre-functional design with associated estimate complete. Investigation and design for required pavement works in Dechaineux Way commenced.		
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Action	Network	% Complete
Deliver Redevelopment of the former Birchalls Building.	Chief Executive Officer	25%
Comment		
The Expression of Interest (EOI) process to identify a preferred proponent and re-development proposal is still live and is currently awaiting determination of the dispute in respect to the Paterson Street central carpark site. Once there is certainty on the future of this site, the Council will be able to finalise the EOI process and move into the next phase of the project to re-develop the Birchalls Building.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Launceston Heritage List Review and Precincts • Continue review of the City of Launceston's local heritage list.	Community and Place	70%
Comment		
The proposed Local Heritage Place and Precinct listings from Stage 1 have been advertised as part of the Local Provisions Schedule for the new Tasmanian Planning Scheme and datasheets for Stages 2, 3 and 4 Places have been prepared for consultation. Preparation for review of Stage 5 Places is now underway. The consultant has also progressed the revision of precinct documents for inclusion in the new Scheme.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Complete implementation of the TASMANAC Tourism Information Platform in collaboration with State partners.	Creative Arts and Cultural Services	50%
Comment		
Project has been put on hold by state partners due to resourcing constraints. New project schedule to be confirmed.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Action	Network	% Complete
Complete implementation of the Digital Culture Experience in collaboration with State partners • Collection Management System (DCE). • <i>Augmented Reality Education App</i> .	Creative Arts and Cultural Services	75%
Comment		
<p><i>Augmented Reality Education App</i> has been completed and is awaiting go live pending Department of Education/State Growth decision on hosting and maintenance. The acceptance certificate for the Collection Management System and Collections Search interface have been issued. Partners are now working through system configuration, functional refinements, data migration and establishment of a Heads of Agreement in order for the system to move into the production (live) environment.</p>		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
QVMAG Collection Audit • Continue to create consistent and accessible records for each asset/object.	Creative Arts and Cultural Services	5%
Comment		
<p>The Collection Audit is ongoing. This team now has five dedicated Audit Assistant team members, with the final audit team vacancy expected to start in October 2021 (0.6 full time equivalent). Audit work is currently progressing well on the Visual Arts and Design (VAD), Natural Sciences and Aboriginal collections. Plans are underway to focus our resources on completing the VAD collection as a priority area. A total of 6,509 items have been audited as of September 2021.</p>		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Plan and launch new exhibitions of QVMAG permanent collections with a focus on contemporary and local stories • Open Storage - Inveresk. • Main Gallery - Royal Park.	Creative Arts and Cultural Services	65%
Comment		
<p>New permanent displays opened at the Art Gallery at Royal Park on 31 July 2021. Planning for the Open Storage display at Inveresk is underway. The foyer area of Inveresk will display type collections that have never been publicly exhibited while the Plant Shop store is being remodelled to allow Open Days for the public.</p>		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Action	Network	% Complete
Commence implementation of the Cultural Strategy for the City of Launceston.	Community and Place	25%
Comment		
A number of actions from the Strategy have already been implemented, including establishment of the Cultural Advisory Committee, which will make recommendations for a final implementation plan. Work achieved to date includes an Interim Public Art Policy, a proposed busking competition, the promotion of music performance opportunities for emerging artists and more.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Launceston Place Brand implementation.	Community and Place	90%
Comment		
All creative concepts have been finalised, an implementation plan developed, stakeholders engaged for initial partnerships and roll-out and a policy developed to ensure consistent and appropriate use of Place Brand, Corporate Brand and in certain situations, both. The policy will be presented to Council with a recommendation for adoption very soon.		

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.

Focus Area: To plan for and provide services and facilities that recognise the changing demographics and needs of our community.		
Action	Network	% Complete
Implement Council commitments from the <i>My Place My Future</i> Plan.	Community and Place	20%
Comment		
A change in officer responsible for delivery of this project did delay implementation of some of the projects but work is now back on track. The second series of the <i>Ignite Us</i> leadership program has commenced; the public WiFi project continues to rollout and the 2021/2022 project plan is being updated.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Action	Network	% Complete
Development of a Social Inclusion Framework.	Community and Place	30%
Comment		
Although this project was paused in 2020/2021, resources have now been reallocated and work on this will recommence shortly.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Action	Network	% Complete
Develop a Council wide Aboriginal Partnership Plan.	Chief Executive Officer	Not Started
Comment		
The Council's Officers have undertaken preliminary consultation with several stakeholders concerning the development of an Aboriginal Partnership Plan to frame up the Council's approach. This approach has been workshopped with the Councillors and will be commenced in the next few weeks.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Action	Network	% Complete
Develop an action plan under the Access Framework for Action.	Community and Place	100%
Comment		
The 2021/2022 Action Plan has been developed and endorsed by the Access Advisory Committee.		
Focus Area: To define and communicate our role in promoting social inclusion and equity.		
Action	Network	% Complete
Implement the action plan for the Access Framework.	Community and Place	25%
Comment		
Implementing the 2021/2022 Action Plan is underway, with quarterly reporting to the Access Advisory Committee and support for many of the actions from many departments across the Council.		
Focus Area: To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.		
Action	Network	% Complete
Continue to roll out the <i>ABCDE</i> Learning Sites community development program to communities across the municipality.	Community and Place	25%

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Comment		
Kings Meadows is the site for the 2021/2022 <i>ABCDE</i> Learning Site and the Community Connector is now based in community and has planned the program for this site. Community builder sessions have commenced and stakeholders engaged.		
Focus Area: To develop and manage infrastructure and resources to protect our community from natural and other hazards.		
Action	Network	% Complete
Develop Planning Controls for Levee Protected Areas.	Community and Place	50%
Comment		
Community survey and flood risk analysis completed. Work commenced on the draft planning provisions.		

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.

Focus Area: To reduce our and the community's impact on the natural environment.		
Action	Network	% Complete
Implement the City of Launceston Sustainability Strategy and Carbon Reduction Plan to achieve carbon neutrality and sourcing 100% renewable energy for the Council's owned buildings by 2025.	Infrastructure and Assets	20%
Comment		
Carbon reduction plan has been developed and approved by the Council. Priority actions underway and in sight for asset owner groups with respect to upcoming budget setting process. Development of draft action plan underway for the remaining Sustainability Strategy theme areas.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Focus Area: To contribute to air and river quality improvements in Launceston.		
Action	Network	% Complete
Support the Tamar Estuary Management Taskforce. Provide technical support for TasWater/NRM in implementation of the kanamaluka/Tamar Estuary River Health Action Plan (catchment management and combined system improvements, public education and policy development).	Infrastructure and Assets	75%
Comment		
Technical support is being provided as required.		

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.

Focus Area: To ensure that our application of the land-use planning system at a local and regional level is effective and efficient.		
Action	Network	% Complete
Launceston Planning Scheme, Local Provisions Schedule.	Community and Place	80%
Comment		
Advertising of the draft scheme completed and analysis of the submissions underway. Tasmanian Planning Commission hearings are likely to be held later in the year or early in 2022.		
Focus Area: 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	10%
Comment		
Internal working group established and development of framework has commenced.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Focus Area: 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
Northern Regional Land Use Strategy Review.	Community and Place	100%
Comment		
Stage one review completed. Work commenced on preparation for a broader review in conjunction with Northern Tasmania Development Corporation and Tasmanian Government.		
Focus Area: 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
Develop a Place Making Framework.	Community and Place	5%
Comment		
While some very initial internal consultation has gone into the development of the Place Making Framework, the bulk of this work will commence in January 2022, with a view to complete the Framework by the end of financial year.		
Focus Area: To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.		
Action	Network	% Complete
Implement the Launceston Transport Strategy.	Infrastructure and Assets	75%
Comment		
The Launceston Transport Strategy (LTS) work plan has been completed to complement the LTS. The initiatives contained within the work plan are in various stages of completion. Significant progress has been made on the shared micro-mobility trial with preferred vendors selected, transport committee terms of reference drafted and the planning work complete for a speed limit review for our high activity centres.		
Focus Area: 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%
Comment		
Preliminary work to support a rezoning is at an advanced stage.		
Focus Area: To ensure our suite of strategic planning initiatives are coordinated and representative of our community's needs and aspirations.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Action	Network	% Complete
City Deal Agreement: • Continue to work with the Commonwealth and State Governments to successfully implement all of the City of Launceston's commitments under the City Deal program to deliver a range of economic and social benefits to the City.	Chief Executive Officer	25%
Comment		
Work on Launceston City Deal projects is continuing. On 30 July 2021 the Community and Business Advisory Group (CBAG) hosted a Breakfast Forum which included a Q&A session with the Mayor and Launceston City Deal Executive Board (Government) members. Following the forum, six sessions were held with business and community leaders to hear industry specific feedback. An Executive Board Meeting concluded the day. A CBAG Meeting was held in September 2021.		
The Launceston City Deal's Fourth Annual Progress Report is due for release in November 2021 and the Three-Year Review Report by December 2021.		
The next Executive Board Meeting is scheduled for November 2021 and will include a joint Meeting with CBAG.		
City Heart Stage 1 alternative (variation) projects are progressing. The Development Application for landscape works to repurpose the Denham Henty Waterscape Fountain has been published.		
Focus Area: To ensure our suite of strategic planning initiatives are coordinated and representative of our community's needs and aspirations.		
Action	Network	% Complete
City Deal Agreement - determination of projects for additional five years.	Chief Executive Officer	25%
Comment		
The programming phase to determine projects for the additional five years of the City Deal is progressing. Stakeholder engagement has commenced. Feedback from the Business Forum and Sessions on 30 July 2021 will be taken into consideration. Research and analysis has commenced on potential projects.		
Government partners have indicated a completion of the 2022 to 2027 Implementation Plan by mid-2022.		

19.1 City of Launceston Annual Plan 2021/2022 - Progress Against Annual Plan Actions for Period Ending 30 September 2021 ...(Cont'd)

Ms P Griffiths (Team Leader Performance and Planning) and Mr C Osborne (Corporate Performance and Planning Officer) were in attendance to answer questions of Council in respect of this Agenda Item.

DECISION: 4 November 2021

MOTION

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

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

CARRIED 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

19.2 Annual Financial Statements for Year Ended 30 June 2021**FILE NO:** SF2633**AUTHOR:** Nathan Williams (Manager Finance)**GENERAL MANAGER:** Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To receive the annual financial statements for the year ended 30 June 2021.

PREVIOUS COUNCIL CONSIDERATION:

Audit Panel - 26 October 2021 - Agenda Item 7.1 - External Audit Report

RECOMMENDATION:

That Council, pursuant to:

1. section 84(4) of the *Local Government Act 1993* (Tas), receives the audited financial statements for the year ended 30 June 2021 and notes that:
 - (a) the Acting Chief Executive Officer has certified the financial statements (ECM Doc Set ID 4626836) in accordance with section 84(3); and
 - (b) the financial statements have been audited by the Auditor General (ECM Doc Set ID 4626826) in accordance with section 84(1) of the *Local Government Act 1993* (Tas) and the statements have received an unqualified audit opinion.
2. section 72 of the *Local Government Act 1993* (Tas), notes the financial statements will be included in the Annual Report.

Mr P Gimpl (Chief Financial Officer) and Mr N Williams (Manager Finance) were in attendance to answer questions of Council in respect of this Agenda Item.

19.2 Annual Financial Statements for Year Ended 30 June 2021 ...(Cont'd)

DECISION: 4 November 2021**MOTION****Moved Councillor D H McKenzie, seconded Councillor A G Harris.****That the Motion, as per the Recommendation to Council, be adopted.****CARRIED 10:0****FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece**

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 Albert Hall Surrender of Agreements

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:

- (b) information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business.
- (c) commercial information of a confidential nature that, if disclosed, is likely to:
 - (i) prejudice the commercial position of the person who supplied it; or
 - (ii) confer a commercial advantage on a competitor of the council; or
 - (iii) reveal a trade secret;

21.3 Launceston City Deal Annual Progress Report 2021

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.
-

21.4 City Deal Three Year Review Report

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.

21.5 Councillor's Leave of Absence

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:

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

21.6 Chief Executive Officer's 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: 4 November 2021**MOTION**

Moved Councillor D C Gibson, seconded Councillor N D Daking.

That Council moves into Closed Session.

CARRIED BY ABSOLUTE MAJORITY 10:0

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

**Council moved into Closed Session at 2.45pm
Council returned to Open Session at 3.30pm**

21.7 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 - 23 September 2021</i>	<i>Confirmation of the Minutes of the Closed Meeting of the City of Launceston Council held on 23 September 2021.</i>
21.2	<i>Albert Hall Surrender of Agreement</i>	<i>Councillors discussed issues relating to the Albert Hall tenancy in light of the Albert Hall Renewal Project.</i>
21.3	<i>Launceston City Deal Annual Progress Report 2021</i>	<i>Councillors endorsed the Annual Progress Report for the Launceston City Deal for the 12 month period ending 20 June 2021.</i>
21.4	<i>City Deal Three Year Review Report</i>	<i>Councillors endorsed the refined Launceston City Deal Three Year Implementation Review Report for public release.</i>
21.5	<i>Councillors' Leave of Absence</i>	<i>Councillors approved a leave of absence.</i>
21.6	<i>Chief Executive Officer's Performance Review</i>	<i>Councillors considered the annual review of the Chief Executive Officer's performance review.</i>

DECISION: 4 November 2021

MOTION

Moved Councillor A G Harris, seconded Councillor P S Spencer.

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

CARRIED

FOR VOTE: Mayor Councillor A M van Zetten, Deputy Mayor Councillor D C Gibson, Councillor D H McKenzie, Councillor K P Stojansek, Councillor A E Dawkins, Councillor N D Daking, Councillor P S Spencer, Councillor A G Harris, Councillor T G Walker and Councillor K M Preece

22 MEETING CLOSURE

The Mayor, Councillor A M van Zetten, closed the Meeting at 3.31pm.
