



City of
LAUNCESTON

COUNCIL MINUTES

**COUNCIL MEETING
THURSDAY 17 NOVEMBER 2022
1.00PM**

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

Date: 17 November 2022

Time: 1.00pm

Certificate of Qualified Advice

Background

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

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

Certification

I certify that:

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



**Michael Stretton
Chief Executive Officer**

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.

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.

Present:

Councillor D C Gibson (Mayor)
Councillor M K Garwood (Deputy Mayor)
Councillor D H McKenzie
Councillor A E Dawkins
Councillor A G Harris
Councillor T G Walker
Councillor Dr G Razay
Councillor J J Pentridge
Councillor A J Palmer
Councillor L M McMahon
Councillor S Cai
Councillor A J Britton

In Attendance:

Michael Stretton (Chief Executive Officer)
Dan Ryan (General Manager Community and Place Network)
Louise Foster (General Manager Organisational Services Network)
Shane Eberhardt (General Manager Infrastructure and Assets Network)
Shane Fitzgerald (General Manager Creative Arts and Cultural Services Network)
Paul Gimpl (Chief Financial Officer)
Richard Jamieson (Manager City Development) (Agenda Items 10.1 and 10.2)
Iain More (Senior Town Planner Policy and Projects) (Agenda Items 10.1 and 10.2)
Phillipa Glover (Team Leader Planning Assessments) (Agenda Items 10.1 and 10.2)
Robyn Stott (Team Leader Information Services) (Agenda Item 16.2)
Leanne Purchase (Manager Governance) (Agenda Item 16.3)
Sarah McRobbie (Team Leader Strategy, Economic Development and Analytics)
(Agenda Item 16.6)
Simon Tennant (Team Leader Communications)
Kelsey Hartland (Team Leader Governance)
Anthea Rooney (Council and Committees Officer)

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1. OPENING OF MEETING - ATTENDANCE AND APOLOGIES

The Mayor, Councillor D C Gibson, in opening the Meeting at 1.00pm welcomed the newly elected Councillors to their first Council Meeting.

In recognition of our journeying together, the Mayor Councillor D C Gibson, invited Tasmanian Aboriginal Elder, Aunty Sharon Holbrook, to deliver a Welcome to Country.

Aboriginal Elder, Aunty Sharon Holbrook, delivered a Welcome to Country.

The Mayor, Councillor D C Gibson, provided an Acknowledgement of Country: In the spirit of reconciliation, we the people of Launceston, recognise that Launceston is situated on country of which the Tasmanian Aboriginal people have been owners for many thousands of years and on which they have performed age-old ceremonies of celebration, initiation and renewal. We acknowledge the Tasmanian Aboriginal Community of today, their living culture and unique role in the life of this region and we offer our deep appreciation of their ongoing contribution to our community.

2. MAYORAL ACKNOWLEDGEMENTS

The Mayor, Councillor D C Gibson, congratulated Councillors on their recent election results and hoped that the four year term would provide an opportunity to work collaboratively for the betterment of our community.

The Mayor also acknowledged the contribution of Councillors Paul Spencer and Krista Preece, who were not re-elected to the Council and noted that they would be presented with a plaque at an appropriate opportunity.

The Mayor then presented awards to two City of Launceston staff members. Michelle Ogulin, Team Leader Environmental Services, was awarded the 2022 Tasmanian Environmental Health Professional of the Year at the recent Environmental Health Australia National Conference held in Launceston and Erica Deegan, Team Leader Water, was awarded the Institute of Public Works Engineering Australasia's 2022 Emerging Leader Award for Tasmania.

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).

No Declarations of Interest were identified as part of these Minutes

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 20 October 2022 be confirmed as a true and correct record.

DECISION: 17 November 2022

MOTION

Moved Councillor A G Harris, seconded Councillor A E Dawkins.

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 20 October 2022 be confirmed as a true and correct record.

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

5. COUNCIL WORKSHOPS

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

5.1 Council Workshops - 10 November 2022

FILE NO: SF4401

AUTHOR: Anthea Rooney (Council and Committees Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RELEVANT LEGISLATION:

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

RECOMMENDATION:

That Council:

1. pursuant to Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, notes the Council Workshops conducted since the last Council Meeting, for the purposes described:

Workshops conducted on 10 November 2022:

Councillor Committee Representation

Councillors discussed Committee nominations.

Record Keeping for Councillors Policy

Councillors discussed the Record Keeping for Councillors Policy.

South Prospect Project Briefing

Councillors were provided with an overview of the City of Launceston's South Prospect project.

Community Engagement - Tomorrow Together

Councillors received a briefing on the City of Launceston's Community Engagement's Tomorrow Together program.

City Heart Project

Councillors were provided with a briefing on the City of Launceston's City Heart Project.

Greater Launceston Plan

Councillors received an overview of the approach for review of the Greater Launceston Plan.

2. notes attendance at the Workshops conducted on 10 November 2022:

In Attendance: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

Apologies: Councillor D H McKenzie

DECISION: 17 November 2022

MOTION

Moved Councillor A E Dawkins, seconded Councillor A G Harris.

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

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS

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

No Councillors' Leave of Absence Applications 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 Agenda Items; that opportunity exists when that Agenda Item is about to be considered. Speakers are not to request funding or ask questions of Council. Printed documentation may be left for Councillors).

7.1 Kaye Dowling (President) - Queen Victoria Museum and Art Gallery Friends

Unfortunately the Queen Victoria Museum and Art Gallery Friends were unable to attend to present their Community Report. The Community Report will be rescheduled to a later Council Meeting.

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)

8.1.1 Public Questions on Notice - Brian Khan - Launceston Flood Authority

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 20 October 2022 by Brian Khan, has been answered by Shane Eberhardt (General Manager Infrastructure and Assets Network).

Questions:

1. Has the Chief Executive Officer quantified the loss of those industries bounded by Goderich Street and the Tamar River?

Response:

With reference to this question, the assumption has been made it relates to the cost of the recent flood impact and business lost during that time. For businesses located on Kings Wharf, outside the flood levee, the Council does not collect or report on these costs.

8.1.2 Public Questions on Notice - Ray Norman - Queen Victoria Museum and Art Gallery

FILE NO: SF6381

AUTHOR: Anthea Rooney (Council and Committees Officer)

CHIEF EXECUTIVE OFFICER: Michael Stretton

QUESTIONS and RESPONSES:

The following questions, submitted in writing to the Council on 31 October 2022 by Ray Norman, have been answered by Shane Fitzgerald (General Manager Creative Arts and Cultural Services Network).

Questions:

1. Given what now must be regarded as an extraordinary length of time that has passed in regard to initiating an appropriate governance and management model for the Queen Victoria Museum and Art Gallery, will Council present the current and final strategy for consideration by the Council's constituents and community for deliberation prior to the upcoming Annual General Meeting in regard to the actual number of company members to be appointed to make up the proposed Company Limited by Guarantee; and the method by which all company members will be appointed and by what criteria; and the number of governors/directors/trustees to be appointed by the company and by what criteria; and the tenure of governors/directors/trustees to be appointed by the company and the rationale for the proposal; and the level of program funding and in-kind support proposed to be provided by the City of Council in competition with other cultural institutions and organisations; and the level of funding secured, or to be secured, by all funding agencies including the Tasmanian State Government; and the proposed nomenclature for the Company Limited by Guarantee?

Response:

The Queen Victoria Museum and Art Gallery's Futures Plan was only endorsed at a Council Meeting on 30 June 2022 and the Council's Officers are currently progressing its implementation. It is not intended that there will be any outcomes of this work presented prior to the Council's Annual General Meeting on 1 December 2022.

8.1.3 Public Questions on Notice - Ray Norman - External Consultancies

FILE NO: SF6381

AUTHOR: Anthea Rooney (Council and Committees Officer)

CHIEF EXECUTIVE OFFICER: Michael Stretton

QUESTIONS and RESPONSES:

The following questions, submitted in writing to the Council on 31 October 2022 by Ray Norman, have been answered by Louise Foster (General Manager Organisational Services Network).

Questions:

1. For the edification of new Councillors and the Council's constituency alike, will the Council please publish the number of external consultancies commissioned by the Council seeking expert advice for the calendar year 2022 up to the present, along with the average cost of such consultancies; the least expensive; the most expensive and the classes of external expert advice sought and received, prior to the Council's upcoming Annual General Meeting with an interim report provided beforehand?

Response:

The Council has previously developed a consultancy register for the period between 2014/2015 to 2019/2020 which was presented to Council on 11 March 2021.

The consultancy register was updated for 2020/2021 and is currently being reported to the Council's Audit Panel for consideration, prior to being presented to Council.

The Council's staff are currently compiling the data for the 2021/2022 financial year, which will be reported to the Audit Panel and Council following its completion.

Given the above, it is not intended that there will be any outcomes of this work presented prior to the Council's Annual General Meeting on 1 December 2022.

8.1.4 Public Questions on Notice - Ray Norman - Council Committees

FILE NO: SF6381

AUTHOR: Anthea Rooney (Council and Committees Officer)

CHIEF EXECUTIVE OFFICER: Michael Stretton

QUESTIONS and RESPONSES:

The following question, submitted in writing to the Council on 31 October 2022 by Ray Norman, has been answered by Michael Stretton (Chief Executive Officer).

Questions:

1. Given that the recent election drew as many candidates as it did for the City of Launceston and that many of them expressed an aspiration on behalf of the community for more meaningful engagement with Council in regard to decision making by the elected representatives, will the Council now instigate a policy supported by appropriate protocols that ensures that all the Council Committees formally publish their Agendas, Minutes and any recommendations at the next Council Meeting following their meetings irrespective of the provisions in the Local Government Act pertaining to the Chief Executive Officer's function and role as set in section 62(2) of *Local Government Act 1993 (Tas)*?

Response:

As is the current practice, the City of Launceston will continue to provide reports to Council Meetings as to the substantive matters discussed at Committees of Council established under the Local Government Act 1993 (Tas). Any decisions made by those Committees with delegated authority to make decisions will also continue to be reported to Council Meetings. Recommendations from Committees are presented to Council for consideration when they arise. At this stage there are no plans to modify this approach.

8.2 Public Questions Without Notice

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

8.2.1 Public Questions Without Notice - Ron Baines - Parking in the CBD and Drought Relief Funding

- 1. Launceston has a population of around 86,000 people. Over 65s account for about 17,200 of that number and this does not include incoming travellers from West Tamar and Meander Valley areas. Tasmania has about 140,000 disabled people and some would be included in this count. These numbers will increase. We all need to be able to park easily, at a reasonable cost and with a time frame commensurate with activities in the City, including shopping, resting (if seating is available) or having lunch in one of myriad of cafes, etc. How does the Council intend to solve this problem now and in the future so as to help our CBD survive and maybe even prosper?**

The Mayor, Councillor D C Gibson, thanked Mr Baines for his viewpoint and question and responded by saying that the City of Launceston's utilisation of public car parks suggests that there are significant periods of time during the year, other than Christmas, where occupancy is more than able to cope with the requirements and the needs of the City. It is also understood that there are ways to better inform the community of the parking options that are available such as the Northern Inveresk Car Park and C H Smith. The Mayor noted that Mr Baines' viewpoint was valid and had been heard by Councillors today.

- 2. How does this Council validate its decision to gouge \$10 million from the Federal Government for a drought which did not happen, especially when that money is so desperately needed on other areas?**

The Mayor, Councillor D C Gibson, responded by saying it is important to note the answer to the question has been provided previously and directed Mr Baines to previous Council Minutes. Considerations with regards to future development and the finalisation of the acceptance of that grant are ongoing.

8.2.2 Public Questions Without Notice - Kirsten Ritchie (Strike It Out Inc.) - Homelessness Issues

- 1. Just recently two people were removed from unused and abandoned land (owned by the Launceston City Council) at the Windmill Hill Tennis Courts apparently due to concerns regarding health and safety. The only option provided for these two people, who had been previously assaulted down at Royal Park, was that Royal Park was the place they needed to return to. Are Councillors comfortable with this advice?**
- 2. Due to this situation I mentioned going to the media. A response from a Council Officer, made twice during the conversation, was that I was [annoying people] and people will not work with me. Are Councillors comfortable with this situation?**
- 3. Back on 28 April 2022, Councillor Gibson and General Manager Dan Ryan indicated that eight portable toilets had been sourced - they are currently leased by Coates Hire. One year's lease on those toilets is the same cost to purchase and own. Is this a wise investment for the rate payer and are Councillors comfortable with this situation?**

The Mayor, Councillor D C Gibson, responded by thanking Ms Ritchie for her questions and made the assurance that work undertaken by Ms Ritchie and other stake holders in the homelessness space is valued and appreciated. The City of Launceston's approach is always to work collaboratively and to try and ensure that representation, both through formal mechanisms of stake holders involved in the Homelessness Committee and informally, is inclusive. The Mayor also noted that Ms Ritchie would have been aware that there was had been a recent opportunity for stake holders to join and be part of that Committee.

The Mayor advised that he, and possibly the other Councillors, were unaware of the situation with the two members of our community previously residing in East Launceston. He noted that he is proud of the way that Council's Officers on the ground form meaningful relationships with members of the homeless community, support them, try hard to connect them with service providers and engage in meaningful conversations with them. The Mayor advised Ms Ritchie that he is happy to engage with her regarding the two people referenced in her question.

Dan Ryan (Manager Community and Place Network) responded to the question regarding portable toilets by saying the Council's philosophy behind leasing, rather than purchasing the portable toilets, was that the Council required some degree of flexibility in how the toilets were utilised. What has already been determined is that it is a transient community and there needed to be scope to bring in and drop off as required so that the portable toilets are not sitting in a location where they are not being utilised at any given time.

8.2.3 Public Questions Without Notice - Rocelyn Ives - Improving Launceston's Public Transport

- 1. With regard to the City Heart Project (Stage 2) and the free hop on hop off *Tiger Bus* Service. It is an important service provided for visitors and tourists alike. Is it time for the free *Tiger Bus* Service to be reviewed? Which routes are the most popular? Do the statistics indicate a need for changes in the routes? Is it possible to extend its runs given changes in popular venue visitations, eg. Launceston Aquatic Centre and Riverbend Park during school holidays and summer tourism seasons? Could the inclusion of guides on popular tourist runs during the summer season be considered? Are the times appropriate to maximise patronage? The *Tiger Bus* Service has existed for some time for commuters to the CBD and its route began, including the Gorge route, from 2019, which was an important addition. Given the Council's climate action policy and the desire to improve public transport usage in Launceston, the need to reduce emissions looms large.**
- 2. Would the Council consider replacing the diesel guzzling buses with smaller more flexible hop on hop off buses? Not in my lifetime I guess, but will we have electric buses? In the interim might we be innovative and look at acquiring smaller buses which would be more flexible and cause less addition to traffic congestion for some runs? This could be a gradual replacement regime to test the waters of increasing usage of public transport (I, for one, can not access the current buses easily) and attract increased tourism use.**
- 3. Would the Council consider a paid booking service, from say the Information Centre, to offset the costs of initially acquiring smaller, more climate friendly buses? There are many examples of trolley style, open top buses providing hop on hop off services in cities around the world and nationally, including the ones in Hobart that regularly visit the Botanic Gardens in its daily schedule. When I have been there they are always full of passengers and having used one of these one Easter, the attending guide was bi-lingual, communicating in Mandarin. The buses are pre-booked and a fare paid, but are flexible in hopping on at one place and hopping off at another and using them for a full day to explore the City's attractions. Less car useage has to be a good thing.**

The Mayor, Councillor D C Gibson, thanked Ms Ives for her questions and noted that the City of Launceston is currently reviewing the routes of the *Tiger Bus* Service and services that are currently provided. Dan Ryan (General Manager Community and Place Network) confirmed that ongoing planning around the review of the *Tiger Bus* Services has investigated what types of buses will be utilised and investigation is continuing regarding a variety of bus energy sources. He noted that the routes are regularly reviewed to make sure they are current and meeting the needs of the community.

8.2.4 Public Questions Without Notice - Brian Khan - Dorset Rail Trail

I am asking this question on behalf of Wendy McLennan.

1. The \$1.4 million for the bike riding track [rail trail], where did it come from because the original grant had expired submission at the last Council Meeting?

The grant is not for rail restoration. Note today's revelations that State Parliament was by-passed at the 2021 election and a *sports roort* has taken place similar to the Federal *sports roort* which is under investigation by the newly elected Government this year. In the 7.30 Report on 6 April 2021 it was questioned, *why did ministers approve regional grants against departmental recommendations?* Newly elected Councillor, Joe Pentridge, in his election manifesto was cognisant of the expenditure of State and Federal taxes and rate payers' rates.

The Mayor, Councillor D C Gibson, advised that it was appropriate for that question to be directed the Dorset Municipality with regard to the specifics of the financials. Michael Stretton (Chief Executive Officer) indicated that the Dorset Council has responsibility for the project and the grant and that the City of Launceston would forward the asked question to Dorset Council for response.

9. PETITIONS

9.1 Petition - Bronwyn Thompson - Reduction of Plane Trees in Norwood Avenue, Norwood

FILE NO: SF0097

AUTHOR: Anthea Rooney (Council and Committees Officer)

CHIEF EXECUTIVE OFFICER APPROVAL: Michael Stretton

DECISION STATEMENT:

To receive a petition submitted by Bronwyn Thomson regarding the reduction of plane trees in Norwood Avenue, Norwood.

STATUTORY REQUIREMENTS:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council, pursuant to section 58(2) of the *Local Government Act 1993 (Tas)*, receives the petition regarding the reduction of plane trees in Norwood Avenue, Norwood tabled by the Chief Executive Officer and submitted by Bronwyn Thompson.

Tony Thompson spoke for the Recommendation

DECISION: 17 November 2022

MOTION

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

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

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

10. PLANNING AUTHORITY

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.

10.1 DA0557/2022 - 6 Georgina Court, West Launceston - Residential - Construction of Two Dwellings

FILE NO: DA0557/2022

AUTHOR: Iain More (Senior Town Planner Policy and Projects)

GENERAL MANAGER APPROVAL: Dan Ryan (Community and Place Network)

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant:	6ty° Pty Ltd
Property:	6 Georgina Court, West Launceston
Zoning:	General Residential
Receipt Date:	12/09/2022
Validity Date:	19/09/2022
Further Information Request:	Not Applicable
Further Information Received:	Not Applicable
Deemed Approval (extension granted):	17/11/2022
Representations:	Seven

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993
Tasmanian Planning Scheme - Launceston

STANDARDS REQUIRING PLANNING DISCRETION:

- 8.4.1 Residential density for multiple dwellings
- 8.4.2 Setbacks and building envelope for all dwellings

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Tasmanian Planning Scheme - Launceston, a permit be granted for DA0557/2022 - Residential - Construction of two dwellings at 6 Georgina Court, West 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. Cover Sheet, prepared by 6ty°, project No. 22.095, Drawing No. Ap00, dated 12 September 2022;
- b. Site Plan, prepared by 6ty°, project No. 22.095, Drawing No. Ap01, dated 12 September 2022; and
- c. Floor Plan, prepared by 6ty°, project No. 22.095, Drawing No. Ap02, dated 12 September 2022.

2. LEGAL TITLE

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

3. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2022/01566-LCC and attached to the permit.

4. HOURS OF CONSTRUCTION

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

Monday to Friday - 7am and 6pm

Saturday - 9am to 6pm

Sundays and Public Holidays - 10am to 6pm

5. FENCING

Prior to the commencement of the use, all side and rear boundaries must be provided with a solid (ie. no gaps) fence to provide full privacy between each dwelling and adjoining neighbours. The fence must be constructed at the developer's cost and to a height of:

- a. 1.2m within 4.5m of the frontage; and
- b. 1.8m - 2.1m elsewhere when measured from the highest finished level on either side of the common boundaries.

6. MULTIPLE DWELLINGS - SERVICE FACILITIES

Prior to the commencement of the use, the following site facilities for multiple dwellings must be installed:

- a. mail receptacles must be provided and appropriately numbered for each dwelling unit.
- b. each multiple dwelling must be provided with a minimum 6m³ exterior waterproof, lockable storage area or similar easily accessible area within the dwelling.
- c. either internal or external clothes drying facility to be provided for each dwelling to the satisfaction of the Council.

7. DRIVEWAY AND PARKING AREA CONSTRUCTION

Before the use commences, areas set aside for parking vehicles and access lanes as shown on the endorsed plans must:

- a. be properly constructed to such levels that they can be used in accordance with the plans;
- b. be surfaced with an impervious all weather seal;

- c. be adequately drained to prevent stormwater being discharged to neighbouring property;
- d. be line-marked or otherwise delineated to indicate each car space and access lanes.

Parking areas and access lanes must be kept available for these purposes at all times and maintained for the life of the development.

8. 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. 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 General Manager Infrastructure and Assets Network is required prior to undertaking works where the works:

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

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

10. SINGLE STORMWATER CONNECTIONS

All proposed new pipelines must be connected to the existing internal drainage network for the property. It is not permitted to have multiple connections to the Council's stormwater mains.

11. 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.

12. TRENCH REINSTATEMENT FOR NEW/ALTERED CONNECTIONS

Where a service connection to a public main or utility is to be relocated/upsized or removed then the trench within the road pavement is to be reinstated in accordance with LGAT-IPWEA Tasmanian Standard Drawing *TSD-G01 Trench Reinstatement Flexible Pavements* and Council Policy 27-Rfx-012 *Standards for Surface Reinstatement of Works in the Road Service*. The asphalt patch is to be placed to ensure a water tight seal against the existing asphalt surface. Any defect in the trench reinstatement that becomes apparent within 12 months of the works is to be repaired at the cost of the applicant.

13. VEHICULAR CROSSINGS (AND ASSOCIATED FOOTPATH WORKS)

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

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

All new works must be constructed to the Council's standards and include all necessary alterations to other services including lowering/raising pit levels, upgrading trenches non trafficable trenches to trafficable standard and/or relocation of services. Permission to alter such services must be obtained from the relevant authority (eg. TasWater, Telstra and TasNetworks, etc). Where applicable, any redundant crossovers and driveways must be removed once the new driveway and/or crossover works have been completed and use has commenced.

The construction of the new crossover and driveway and removal of the unused crossover and driveway will be at the applicant's expense. Where the driveway crossing works result in changes to existing parking restrictions (bay markings, linemarking and/or signage) these works must be undertaken by the Council under an approved Traffic Facilities Plan with the cost of these works to be invoiced to the applicant/developer for payment.

14. 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.

15. 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.

16. NO BURNING OF WASTE

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

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0557/2022. 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 Tasmanian Civil and Administrative Appeal Tribunal (TASCAT) 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 Tasmanian Civil and Administrative Tribunal (TASCAT).

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 Tasmanian Civil and Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.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.

Ashley Brook (on behalf of 6ty° Pty Ltd) spoke for the Recommendation

DECISION: 17 November 2022

MOTION

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

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

CARRIED 11:1

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Councillor J J Pentridge

10.2 DA0545/2022 - 27 Abbott Street, East Launceston - Residential - Partial Demolition of an Existing Dwelling, Construction of Alterations and Additions to an Existing Dwelling and Construction of an Outbuilding

FILE NO: DA545/2022

AUTHOR: Iain More (Senior Town Planner Policy and Projects)

GENERAL MANAGER APPROVAL: Dan Ryan (Community and Place Network)

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant:	Design To Live Pty Ltd
Property:	27 Abbott Street, East Launceston
Zoning:	General Residential
Receipt Date:	1/09/2022
Validity Date:	12/09/2022
Further Information Request:	09/09/2022
Further Information Received:	10/10/2022
Deemed Approval (extension granted)	17/11/2022
Representations:	Four

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993
Tasmanian Planning Scheme - Launceston

STANDARDS REQUIRING PLANNING DISCRETION:

8.4.2 Setbacks and building envelope for all dwellings
8.4.6 Privacy for all dwellings

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Tasmanian Planning Scheme - Launceston, a permit be granted for DA0545/2022 - Residential - partial demolition of an existing dwelling, construction of alterations and additions to an existing dwelling and construction of an outbuilding, at 27 Abbott Street, East 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. Cover Page, prepared by Design to live, Job No. ABBT27, Drawing 1/16, dated 31/08/2022; (Amended Plans Required);
- b. Existing site plan, prepared by Design to live, Job No. ABBT27, Drawing 2/16, dated 31/08/2022; (Amended Plans Required);
- c. Site plan, prepared by Design to live, Job No. ABBT27, Drawing 3/16, dated 31/08/2022; (Amended Plans Required);
- d. Existing/demo ground floor plan, prepared by Design to live, Job No. ABBT27, Drawing 4/16, dated 31/08/2022; (Amended Plans Required);
- e. Proposed ground floor plan, prepared by Design to live, Job No. ABBT27, Drawing 5/16, dated 31/08/2022; (Amended Plans Required);
- f. Proposed first floor plan, prepared by Design to live, Job No. ABBT27, Drawing 6/16, dated 31/08/2022; (Amended Plans Required);
- g. External services, prepared by Design to live, Job No. ABBT27, Drawing 7/16, dated 31/08/2022; (Amended Plans Required);
- h. Elevations North West, prepared by Design to live, Job No. ABBT27, Drawing 8/16, dated 31/08/2022; (Amended Plans Required);
- i. Elevations South East, prepared by Design to live, Job No. ABBT27, Drawing 9/16, dated 31/08/2022; (Amended Plans Required);
- j. Elevations North East, prepared by Design to live, Job No. ABBT27, Drawing 10/16, dated 31/08/2022; (Amended Plans Required);
- k. Elevations South West, prepared by Design to live, Job No. ABBT27, Drawing 11/16, dated 31/08/2022; (Amended Plans Required);
- l. Shed, prepared by Design to live, Job No. ABBT27, Drawing 12/16, dated 31/08/2022; (Amended Plans Required);
- m. Perspectives, prepared by Design to live, Job No. ABBT27, Drawing 13/16, dated 31/08/2022; (Amended Plans Required);
- n. Perspectives, prepared by Design to live, Job No. ABBT27, Drawing 14/16, dated 31/08/2022; (Amended Plans Required);
- o. Shadow Diagrams, prepared by Design to live, Job No. ABBT27, Drawing 15/16, dated 31/08/2022; (Amended Plans Required); and
- p. Building Envelope, prepared by Design to live, Job No. ABBT27, Drawing 16/16, dated 31/08/2022. (Amended Plans Required).

2. AMENDED PLANS REQUIRED

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

- a. The northern facing window of the living room, described as W2.5 and W2.6, must be made out of opaque glass or appropriately screened to a height of 1.7m, or have a sill height 1.7m above natural finished floor level.

Amended plans should include identification information such as updated revision numbers, revision date and revision description. The changes are to be highlighted in red clouds or a format agreed with the planning officer.

3. LEGAL TITLE

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

4. HOURS OF CONSTRUCTION

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

Monday to Friday - 7am and 6pm

Saturday - 9am to 6pm

Sundays and Public Holidays - 10am to 6pm

5. 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.

6. 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 General Manager Infrastructure and Assets Network 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.

7. 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.

8. VEHICULAR CROSSINGS (AND ASSOCIATED FOOTPATH WORKS)

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

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

All new works must be constructed to the Council's standards and include all necessary alterations to other services including lowering/raising pit levels, upgrading trenches non trafficable trenches to trafficable standard and/or relocation of services. Permission to alter such services must be obtained from the relevant authority (eg. TasWater, Telstra and TasNetworks, etc). Where applicable, any redundant crossovers and driveways must be removed once the new driveway and/or crossover works have been completed and use has commenced.

The construction of the new crossover and driveway and removal of the unused crossover and driveway will be at the applicant's expense. Where the driveway crossing works result in changes to existing parking restrictions (bay markings, linemarking and/or signage) these works must be undertaken by the Council under an approved Traffic Facilities Plan with the cost of these works to be invoiced to the applicant/developer for payment.

9. DEMOLITION

The developer must:

- a. protect property and services which are to either remain on or adjacent to the site from interference or damage;
- b. not undertake any burning of waste materials or removed vegetation;
- c. remove all rubbish from the site for disposal at a licensed waste disposal site;
- d. dispose of any asbestos found during demolition in accordance with the Safe Work Australia *How to Safely Remove Asbestos: Code of Practice, July 2020*, or any subsequent versions of the document.

10. PROTECTION OF STREET TREES

Existing street trees must be satisfactorily protected both by the design of the building and during construction work by barriers and similar devices in accordance with *Australian Standard 4970: Protection of Trees on Development Sites*. The protection works are to be installed prior to the commencement of any other works on the site and are to remain in place until the completion of all other works.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0545/2022. 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 Tasmanian Civil and Administrative Appeal Tribunal (TASCAT) 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 Tasmanian Civil and Administrative Tribunal (TASCAT).

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 Tasmanian Civil and Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.tas.gov.au>>

D. Permit Commencement

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

E. Fireplace or Woodheater Use

Use of the fireplace/wood heater will be subject to the Environmental Management and Pollution Control (Smoke) Regulations 2019 or any subsequent versions of this regulation.

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.

Simon Coultas spoke against the Recommendation
Danika McDonald (on behalf of Design to Live Pty Ltd) spoke for the Recommendation

DECISION: 17 November 2022

MOTION

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

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

CARRIED 10:2

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon and Councillor A J Britton

AGAINST VOTE: Councillor T G Walker and Councillor S Cai

The Mayor, Councillor D C Gibson, announced that Council no longer sits as a Planning Authority

11. ANNOUNCEMENTS BY THE MAYOR

11.1 Mayor's Announcements

FILE NO: SF2375

Wednesday 2 November 2022

- Participated in the *Clown Doctors* Roadside Appeal on the West Tamar Highway
- Participated in the City of Launceston Declarations of Office to undertake role of Councillor and Mayor

Friday 4 November 2022

- Participated in the City of Launceston Councillor Induction Program Day 1

Tuesday 8 November 2022

- Participated in the City of Launceston Councillor Induction Program Day 2
- Participated in the City of Launceston Declarations of Office Ceremony
- Attended *A Bush Tale* performance by Grades 1 and 2 at the Junior Campus, Launceston Church Grammar

Wednesday 9 November 2022

- Attended the 2022 Children's University Tasmania Graduation Ceremony at the Sir Raymond Ferral Centre
- Officiated at the Veterans' Cricket Australia National Over 70 Championships Welcome at Country Club Tasmania
- Attended opening night of *Accidental Death of an Anarchist* by Three River Theatre at the Earl Arts Centre
- *AGRITourism Showcase* at Swinging Gate Vineyard (represented and attended by Councillor A E Dawkins)

Thursday 10 November 2022

- Attended the Youth Advisory Group Meeting
- Attended the Kings Meadows High School Visual and Performing Arts Program Evening at the Princess Theatre

Friday 11 November 2022

- Officiated at the Remembrance Day Service at the Launceston Cenotaph
- Attended the Communities for Children's Community Strategic Plan Launch at Macquarie House
- Attended the Launceston Festival of Dance 30 Year Celebration at the Princess Theatre

Saturday 12 November 2022

- Hosted a Civic Function to welcome participants of the National Final of the *Legacy Junior Public Speaking Award* at Town Hall

Tuesday 15 November 2022

- Attended the official book launch *From our Heart to Yours* at Launceston Library

Wednesday 16 November 2022

- Attended the National Book Club Tasmania November event at the Launceston Library
 - Attended a Launceston Chamber of Commerce hosted *Meet the Councillors* evening
-

12. COUNCILLORS' REPORTS

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

12.1 Councillor A E Dawkins

- **Attended the Disability Support Services event *Thrive in the Light***
- **Attended *AGRITourism's Showcase* event at Swinging Gate Vineyard**

12.2 Councillor D H McKenzie

- **Attended the Smart Cities Conference in Sydney**
- **Noted that the Launceston Airport has signed a Memorandum of Understanding with Countrywide Hydrogen Pty Ltd.**

12.3 Councillor A G Harris

- **Highlighted the recent Veterans' Cricket Australia National Over 70 Championships**
- **Mentioned that the Franklin House Annual Fair to be held on Sunday, 27 November 2022**

13. QUESTIONS BY COUNCILLORS

13.1 Councillors' 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 Chief Executive Officer of a question in respect of which the councillor seeks an answer at that Meeting. An answer to a Question on Notice will be provided in writing).

**13.1.1 Councillors' Questions on Notice - Councillor A G Harris -
North Esk Flood Issues**

FILE NO: SF6381

AUTHOR: Anthea Rooney (Council and Committees Officer)

CHIEF EXECUTIVE OFFICER: Michael Stretton

QUESTIONS and RESPONSES:

The following questions, asked at the Council Meeting on 20 October 2022 by Councillor A G Harris, have been answered by Shane Eberhardt (General Manager Infrastructure and Assets Network).

Questions:

1. What has happened to the river trail between Henry Street and Hobler's Bridge and does it need to be resurfaced?

Response:

The trail was still under construction at the time of the flood and as such will be repaired.

2. With regard to the two recently constructed foot and cycle bridges across the North Esk River and affected by the recent flood event, were they damaged in any way?

Response:

There was some minor cosmetic damage to the Riverbend Bridge associated with the pontoons that came to rest against the bridge.

**13.1.2 Councillors' Questions on Notice - Councillor T G Walker -
Control of Street Lighting**

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 20 October 2022 by Councillor T G Walker, has been answered by Shane Eberhardt (General Manager Infrastructure and Assets Network).

Questions:

1. Is there any ability for the Council to control street lighting and its effects on housing?

Response:

The Council provides the service of street lighting, whilst the assets are provided and maintained by TasNetworks in accordance with the Australian Energy Regulator requirements. As such, the Council, in partnership with TasNetworks, has the ability to influence some aspects of street lighting.

13.2 Councillors' 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 Councillors' Questions Without Notice were identified as part of these Minutes

14. COMMITTEE REPORTS

14.1 Tender Review Committee - 27 October 2022

FILE NO: SF0100/CD.027/2022/CD.024/2022

AUTHOR: Anthea Rooney (Council and Committees Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To receive a report from the Tender Review Committee Meeting held on 27 October 2022.

RECOMMENDATION:

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

1. Crossroads Civil Contracting Pty Ltd for Sandown Road Rehabilitation, Contract No. CD.027/2022 at a cost of \$720,045.29 (exclusive of GST).
 2. Crossroads Civil Contracting Pty Ltd for Hillside Rehabilitation (Bourke Street - Canning Street), Contract No. CD.024/2022 at a cost of \$621,191.83 (exclusive of GST).
-

DECISION: 17 November 2022

MOTION

Moved Councillor D H McKenzie, seconded Councillor L M McMahon.

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

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

15. CREATIVE ARTS AND CULTURAL SERVICES NETWORK

15.1 Queen Victoria Museum and Art Gallery Annual Report 2021/2022

FILE NO: SF0958

GENERAL MANAGER: Shane Fitzgerald (Creative Arts and Cultural Services Network)

DECISION STATEMENT:

To consider the Queen Victoria Museum and Art Gallery's Annual Report 2021/2022.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. adopts the Queen Victoria Museum and Art Gallery Annual Report 2021/2022 (ECM Doc Set ID 4809077); and
 2. pursuant to section 333 of the *Local Government Act 1993 (Tas)*, submits the Queen Victoria Museum and Art Gallery Annual Report 2021/2022 to the Minister for the Arts, Tasmanian State Government, to be laid before Parliament.
-

DECISION: 17 November 2022

MOTION

Moved Councillor A E Dawkins, seconded Councillor A J Palmer.

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

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

16. ORGANISATIONAL SERVICES NETWORK

16.1 City of Launceston Annual Plan 2022/2023 - Progress Against Annual Plan Actions for Period Ending 30 September 2022

FILE NO: SF6812

AUTHOR: Courtney Osborne (Corporate Performance and Planning Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the progress against Council's 2022/2023 Annual Plan Actions for the period ending 30 September 2022.

PREVIOUS COUNCIL CONSIDERATION:

Council - 16 June 2022 - Agenda Item 15.3 - City of Launceston Annual Plan 2022/2023

RECOMMENDATION:

That Council notes progress against the 2022/2023 Annual Plan Actions for the period ending 30 September 2022.

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
<p>Through the next iteration of the Tomorrow Together program engage with our community on the following:</p> <p>Theme one: A Social, inclusive and fair City:</p> <ul style="list-style-type: none"> • Trails and Network Strategy • Northern Regional Sports Facility Plan • Urban Tree Canopy Strategy • Smart Cities Strategy • Public Open Space Strategy • City Park and Punchbowl playground renewals • Preliminary Playspace Strategy consultation <p>Theme two: A Mobile and Accessible City:</p> <ul style="list-style-type: none"> • Two-way traffic and more. <p>Launch of the new Community Engagement website.</p> <p>Implementation of compulsory <i>Closing the Loop</i> feedback on all projects.</p>	Organisational Services	60
Comment		
<ul style="list-style-type: none"> • Draft report of engagement findings from <i>A Social, Inclusive and Fair City</i> is under review by the Community Engagement Team and due to be finalised by the end of October 2022. • Upcoming theme - A well designed city is being scoped and engagement with community is scheduled to commence early November 2022 and run through until mid-January 2023. • Launch of online engagement platform/website - <i>Tomorrow Together</i> - completed. • Closing the loop on engagement is being built into engagement processes across the organisation to ensure consistency with reporting back to community/stakeholders on how feedback/input has been used to influence decisions. 		
Focus Area: To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities		
Action	Network	% Complete
Complete Regional Sports Facility Plan in conjunction with sporting clubs, the State Government and neighbouring councils.	Infrastructure and Assets	80
Comment		
Community engagement and data analysis is complete and the draft plan is 90% complete and will be workshopped with elected members in February 2023.		

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 Implement Smart Cities Strategy	Organisational Services	25
<ul style="list-style-type: none"> Initial engagement for the Smart City Strategy is complete. This phase was extensive and incorporated a series of events. Community and stakeholder feedback has been analysed and inputs are being incorporated into the development of the strategy. Implementation of Smart City initiatives continue and the data monitored. Flood sensors have been installed to support insights for the Water Team, particularly during flood emergencies. The provision of free Public Wifi, has been extended to Churchill Park and Rocherlea, the latter has been guided by <i>My Place My Future</i> and the <i>ABCDE</i> Learning site research. Continued development of the Council's CBD shop survey, insights released in the State of the City Report - August 2022. Public charge station installations in the Brisbane Street Mall, partnering with the Parks team. The State of the City Report - August 2022 was released which utilised data from a number of the data sets made available from the sensors and initiatives above. 		

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 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	75

Comment		
<p>A candidate information session was held in the Town Hall Reception Room on Thursday, 25 August 2022. This event was well attended by a diverse group of prospective candidates. Other activities undertaken to date in relation to the 2022 Local Government Election included accepting candidate nominations and certifying the General Manager's Roll. At the time of writing, voting is underway and the Council continues to support the Tasmanian Electoral Commission by issuing supplementary ballot papers and responding to telephone, email and face to face enquiries from electors. The Tasmanian Electoral Commission will be on site at Town Hall 17-18 October 2022 for electors who seek impartial assisted voting.</p>		
<p>Focus Area: To fairly and equitably discharge our statutory and governance obligations.</p>		
Action	Network	% Complete
Engage with the community and commence a review of the Corporate Strategic Plan.	Organisational Services	5
Comment		
<p>Early stages of the review of the Corporate Strategic Plan have commenced with an outline of the overall approach being created and budget proposal for the 2023/2024 financial year being submitted through Council's internal budget processes.</p>		
<p>Focus Area: To ensure decisions are made on the basis of accurate and relevant information.</p>		
Action	Network	% Complete
Deliver End of Term Report.	Chief Executive Officer	100
Comment		
<p>The End of Term Report was completed and considered by Council at its Meeting on 21 September 2022. The End of Term Report will now be considered by the incoming Council in November.</p>		
<p>Focus Area: To ensure decisions are made on the basis of accurate and relevant information.</p>		
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	10
Comment		
<p>The Level of Service draft Framework and Policy has been completed and the Project Plan for trialing tools with select teams has been completed. The trial will commence shortly and will be used to refine both the tools and the process for further roll out across the organisation.</p>		
<p>Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.</p>		
Action	Network	% Complete
Implement the Organisational Cultural Development Roadmap.	Organisational Services	40

Comment		
<p>The Roadmap continues to be implemented with a review of the Leadership Development Program and Capabilities almost complete. The Values Champions continue to embed the values and are planning for the year ahead in terms of continuing initiatives to embed the values and commence promotion of our next value. The <i>Leaders Toolkit</i> is being uploaded onto the intranet (<i>ColConnect</i>). The Organisational Alignment Project Review has been completed and Executive Leadership Team and Senior Leadership Team are reviewing the report to integrate initiatives into Team Plans. An induction for new leaders has been incorporated into the new Induction and On-boarding Checklist. The Team Leader Cohort Quarterly Forum is scheduled for November and is being coordinated by the Senior Leadership Team as one of their Team priorities. The Internal Communications Framework development is underway.</p>		
<p>Focus Area: To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.</p>		
Action	Network	% Complete
Undertake the Corporate Application Replacement Program	Organisational Services	50
Comment		
<p>The Corporate Application Replacement Project will commence in early 2023. It is currently in the final phase of the procurement/market assessment process. The procurement process and appointment of a vendor partner are expected to be completed by the end of October 2022 and the project is to commence in January/February 2023.</p>		
<p>Focus Area: To maintain a financially sustainable organisation.</p>		
Action	Network	% Complete
Implement the recommendations of the UTAS Stadium Future Direction Plan.	Chief Executive Officer	75
Comment		
<p>Work on the transfer of the asset to Stadiums Tasmania is progressing as planned, with an employee engagement process occurring throughout October. The plans for the stadium re-development are being progressed in collaboration with Infrastructure Tasmania and key stakeholders.</p>		
<p>Focus Area: To maintain a financially sustainable organisation.</p>		
Action	Network	% Complete
Implement recommendations of the QVMAG <i>Futures Plan</i> .	Chief Executive Officer	10
Comment		
<p>An implementation plan is currently being developed to implement the recommendations of the QVMAG <i>Futures Plan</i>. The Council's Officers will be meeting with personnel from the Shepparton Art Museum (SAM) in October as the SAM has recently been through the ownership and governance changes proposed for the QVMAG.</p>		

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 promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Launceston Heritage List Review and Precincts - continuing the review of the City of Launceston's local heritage list as part of the final stage of this five-year project.	Community and Place	20
Comment		
A detailed work plan has been developed to process the work done over recent years into a format suitable for the Planning Scheme and for public usage. Significant checking, formatting and confirmation of detail is required as part of this.		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Launceston Place Brand implementation and commencement of monitoring of usage.	Community and Place	25
Comment		
Significant progress has been made with the implementation plan. Some great activation examples of the Launceston Place Brand in the last quarter include:		
<ul style="list-style-type: none"> • new imagery at the airport arrivals corridors and halls; • merchandise for the Special Olympics; • new imagery at the Launceston Visitor Information Centre; • incorporation of the Place Brand narrative into the Tourism Industry Council of Tasmanian Ambassador program; • roll out of various elements at football games at UTAS Stadium; • embedding of the narrative into the new Business Events Tasmania story; and • much distribution of merchandise. 		
Focus Area: To promote and enhance Launceston's rich heritage, culture and natural environment.		
Action	Network	% Complete
Continue to work with the newly formed Cultural Advisory Committee to implement the first four-year action plan from the Cultural Strategy.	Community and Place	20
Comment		
The four-year action plan has been developed with input from many stakeholders and is now guiding the work of the Cultural Development Officer.		

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	0
Comment		
Planned to commence in 2023.		
Focus Area: To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.		
Action	Network	% Complete
Continue the Albert Hall Renewal program.	Infrastructure and Assets	25
Comment		
Design is 80% complete and a contract has been awarded to a builder to work with City of Launceston and the architect to refine the design.		
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	0
Comment		
Work to commence in the second quarter of the 2022/23 financial year.		
Focus Area: To support the central business district (CBD) and commercial areas as activity places during day and night.		
Action	Network	% Complete
Develop and commence implementation of Stage 2 Launceston City Heart Project which includes the following key areas of investment: Greening of our City Improved public transport infrastructure • Creating greater opportunities for pedestrianisation of the CBD	Community and Place	0
Comment		
Currently awaiting confirmation of Federal funding to support future actions.		

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 My Place My Future Plan, and support State and Federal Governments on implementation of their actions.	Community and Place	10
Comment		
With a reduced budget this year, a change in approach will be needed and therefore will require more collaboration with stakeholders and potential grant applications. Meetings are underway with stakeholders and State Government to prioritise works for this year.		
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 Learning Sites</i> community development program, with the Invermay learning site to commence in July 2022.	Community and Place	25
Comment		
The Invermay Learning Site is alive and well with the Community Connector based at the Invermay Bowls Club, making connections, meeting with stakeholders and planning for the Community Workshop on 25 October 2022.		

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 contribute to air and river quality improvements in Launceston.		
Action	Network	% Complete
Participate and support the Tamar Estuary Management Taskforce.	Infrastructure and Assets	25
Comment		
Council staff are actively supporting the implementation of the kanamaluka/Tamar estuary vision, participating in working groups to progress the short and medium-term actions.		
Focus Area: To contribute to air and river quality improvements in Launceston.		
Action	Network	% Complete
Support TasWater and NRM North with the implementation of the \$157m River Health Action Plan to improve catchment management and reduce overflows from the combined system.	Infrastructure and Assets	25

Comment		
Council staff are providing technical support to inform detailed design of the Tamar Estuary River Health Action Plan infrastructure and supporting the catchment management works.		
Focus Area: To reduce our and the community's impact on the natural environment.		
Action	Network	% Complete
Develop City of Launceston Sustainability Action Plan which sets out how the organisation will achieve sustainable outcomes for operations, service delivery and assets. The Sustainability Action Plan focuses on six key priority areas: <ul style="list-style-type: none"> • Leadership and Advocacy • Towards Zero Emissions • Adaption and Resilience • Material Efficiency, Recovery and Optimisation • Natural Capital • Smart Assets 	Infrastructure and Assets	100
Comment		
The Sustainability Action Plan 2022-2030 was endorsed by Council in January 2022 and is the full implementation plan of the Sustainability Strategy. It sets out how the Council will improve environmental sustainability across the City of Launceston's operations, service delivery and assets and how the Council will support and advocate for the community. While development of the Sustainability Action Plan (SAP) is 100% complete, it is worth noting that the actions will be ongoing over the next eight years.		

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 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
Participate in the Northern Regional Land Use Strategy Review.	Community and Place	5
Comment		
Work is being undertaken in partnership with regional Councils and the State Planning Office to advance the review. The required structure and content of the review has not yet been finalised pending adoption of the State planning policies. Work has commenced on a review of regional housing demand and supply to assist inform the review.		

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 Placemaking Framework.	Community and Place	5
Comment		
The development of a Placemaking framework has been delayed while recruitment is underway for a new Team Leader of Placemaking. This is expected to commence over the coming months once an appointment is made.		
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 St Leonards Residential Growth Strategy and Masterplan and obtain Council endorsement for a structured plan and delivery framework for development within St Leonards and the Eastern Growth Corridor.	Community and Place	20
Comment		
No additional work has been undertaken this quarter		
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 and initiate planning scheme amendments to facilitate development with the South Prospect Growth Corridor.	Community and Place	80
Comment		
The master plan is being finalised and amendments to the planning scheme are anticipated to be prepared in the first quarter of 2022. Work is also progressing on the supporting infrastructure requirements and funding arrangements.		
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 with the following key actions: Support the new formed Transport Committee Develop implementation plan for traffic calming in the City Undertake the first stage of a review of speed limits Implementing the Network Operating Plan	Infrastructure and Assets	25

Comment		
<p>Progress is continuing on the Launceston Transport Strategy 2020-2040. The new Transport Committee has been formed, including the selection of community representatives, and is meeting regularly. The Network Operating Plan has been implemented into operational maintenance and asset management plans and traffic calming implementation options are under investigation. Speed limit reviews have commenced.</p>		
<p>Focus Area: To ensure our suite of strategic planning initiatives are coordinated and representative of our community's needs and aspirations.</p>		
Action	Network	% Complete
<p>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</p>	<p>Chief Executive Officer</p>	<p>25</p>
Comment		
<p>Work on Launceston City Deal projects is continuing in collaboration with the Commonwealth and State Governments.</p> <p>The University of Tasmania's relocation to the City is progressing. Green spaces known collectively as the Urban Realm are continuing to emerge across the precinct. A new community garden and Esk activity space at Inveresk opened in August.</p> <p>The initial tender for the building and construction of the Albert Hall Renewal Project Stage 3 was approved at the Council Meeting on 5 October 2022.</p> <p>Proposed Extension Projects are progressing and the City of Launceston continues to work with government partners to complete the determination of projects to enable the Implementation Plan to be developed. The Community and Business Advisory Group met on 8 July 2022 and the Executive Board met on 8 August 2022.</p>		

DECISION: 17 November 2022

MOTION 1

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

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

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahan, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

DECISION: 17 November 2022

MOTION 2

Moved Councillor D H McKenzie, seconded Councillor A J Britton.

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

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

Council adjourned for a break at 2.37pm
Council resumed following the break at 2.42pm

DECISION: 17 November 2022

MOTION

Moved Councillor A G Harris, seconded Councillor A J Britton.

That Agenda Item 16.6 - Petition Response - e-Scooters in Kings Meadows be moved forward in the Agenda.

CARRIED 11:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil
ABSENT at TIME of VOTING: Councillor T G Walker

Council moved to discuss Agenda Item 16.6 - Petition Response - e-Scooters in Kings Meadows

16.6 Petition Response - e-Scooters in Kings Meadows

FILE NO: SF7422

AUTHOR: Sarah McRobbie (Team Leader Strategy Economic Development and Analytics)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider a response to a petition received in relation to e-scooters in Kings Meadows.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) - section 60(2)(b)
Traffic Act 1925 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 5 October 2022 - Agenda Item 10.2 - Petition - Steve Coull - e-Scooters in Kings Meadows

RECOMMENDATION:

That Council includes consideration of the concerns identified in the petition submitted by Steve Coull as part of the review of the e-scooter trial.

Steve Coull spoke to the Recommendation

Councillor T G Walker re-attended the Meeting at 2.46pm

DECISION: 17 November 2022

MOTION

Moved Councillor A G Harris, seconded Councillor A E Dawkins.

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

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

**Council returned to the published order of the Agenda at Agenda Item 16.2 -
Record Keeping for Councillors Policy (17-Plx-006)**

16.2 Record Keeping for Councillors Policy (17-Plx-006)

FILE NO: SF0217

AUTHOR: Robyn Stott (Team Leader Information Services)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the revised Record Keeping for Councillors Policy (17-Plx-006).

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 10 November 2022 - Record Keeping for Councillors Policy (17-Plx-006)

RECOMMENDATION:

That Council adopts the Record Keeping for Councillors Policy (17-Plx-006) as detailed below:

Record Keeping for Councillors Policy

PURPOSE

To provide guidelines to ensure complete and accurate records of the activities and decisions of Councillors, acting in their official role, are managed appropriately to meet the Council's statutory legislative record keeping obligations.

SCOPE

This policy applies to all Councillors when acting in an official capacity on behalf of the Council.

This policy does not apply when Councillors are not officially representing the Council during their interaction with the community on personal or general interest matters.

POLICY

The following sets of information (irrespective of the format) will be managed within the Council's corporate systems:

- Agenda and Minutes, which reflect the activities and decisions of standing Council Committees, Specific Purpose Internal Committees and External Committees (when a Councillor has been appointed a Committee Member, by a resolution of Council);
 - Media releases and formal speeches, for occasions and events when the Council is officially represented;
 - Service requests raised by Councillors on behalf of a community member, or raised for themselves;
 - All correspondence addressed to Councillors, received or sent via the Council's postal and email addresses, or Customer Service Centre (excluding invitations, newsletters, periodicals), when the content contains matters pertaining to a Councillor officially representing the Council;
-

- All social media comment when the content contains matters pertaining to a Councillor officially representing the Council;
- Any file note created to record a verbal conversation, which contained matters pertaining to a Councillor officially representing the Council.

There is no requirement to manage within the Council's corporate systems, any correspondence or communication, received or sent, whereby it is clearly evident the content:

- does not contain an agreement or commitment to undertake an action on behalf of the Council;
- is comment on matters of general interest rather than specific issues being considered by the Council;
- is relevant to a political stance or electoral matters;
- is personal in nature and not related to the Council;
- is a copy of a broader release communication.

Administrative support is provided to assist Councillors with the following:

- (a) understanding of what constitutes a record and when it needs to be managed within the corporate systems.
- (b) management of information in the corporate systems accordingly, to ensure the Council's obligations under the *Archives Act 1983 (Tas)* and *Local Government Act 1993 (Tas)* are met.

Management of Councillor's Records

Councillors must create and capture full and accurate records of any business undertaken in the course of their official duties for the Council.

Records, whether in electronic or paper format, should be forwarded by Councillors for registration in the Council's corporate recordkeeping system to the Executive Assistant, Mayor or the Personal Assistant, Councillors' Rooms. If records are of a sensitive or confidential nature, the Councillor should advise the Executive Assistant, Mayor or the Personal Assistant, Councillors' Rooms of this to enable application of appropriate security controls.

Any information required to be kept on record that is not in a suitable format, (e.g. details of any advice, commitments etc. made during telephone or verbal conversations or via SMS), must be recorded as a file note. File notes should be made as soon as possible after an event to ensure the information is accurate.

Disposal of Councillor's Records

Councillor's records are classed as State records. No records are to be disposed of before consulting Information Services staff. The Council is legally required to maintain a register of all records that are destroyed. An Information Services Officer will be required to complete entries in the Council's register of Records Destroyed detailing records Councillors wish to dispose of.

The Office of the State Archivist has developed Retention and Disposal Schedules to facilitate retention and disposal of State records. The *Disposal Schedule for Functional Records of Local Government (DA2200)* sets out how long many records of Councillors must be retained for. It has a section specifically for Councillors' records (Ref: 13.05.00).

Councillors' records can also be disposed of under other classes throughout the Schedule, for example under Addresses (Presentations) (Community Relations) (Ref: 04.01.00).

Not all records need to be recorded in the Register of Records destroyed when disposed of. The *Disposal Schedule for Short Term Value Records* (DA2158) authorises the disposal of records by any Council Officer or Councillor that is:

- a duplicate
- unimportant (eg. with compliments slips and telephone messages)
- of short term use (eg. advertising brochures or copies of circulars)

This applies unless it is required in relation to a Right to Information request.

Right to Information

Right to Information legislation provides for public access to records held by the Council, including those created by Councillors. The *Right to Information Act 2009* means that access must be given to records unless covered by an exemption under the *Right to Information Act 2009*.

Applications for assessed disclosure of information are assessed in line with the legislation and records kept by Councillors including emails may have to be disclosed.

Councillor Access to the Council's Records

Councillors need to have access to information held by the Council to help them make informed decisions on matters under their consideration. This information should be relevant and appropriate to the discharge of their obligations, eg. records relating to matters before Council. In accordance with the Council's obligations under the *Right to Information Act 2009*, access to publicly available information is provided on our website. To request access to records that are not publicly available, Councillors must contact the Executive Assistant, Mayor or the Personal Assistant, Councillors' Rooms.

Unauthorised Access or Disclosure of the Council's Records

The *Local Government Act 1993* (Tas) prohibits the disclosure of information obtained in connection with the administration or execution of the *Local Government Act 1993* (Tas), except in certain specific circumstances. Councillors are also bound by 14-Plx-032 *Code of Conduct for Councillors* to:

- only access or use the Council's information needed to perform his or her role and not for personal reasons or non-official purposes.
- only release the Council's information in accordance with established policies and procedures of the Council and in compliance with relevant legislation.

These rules help to ensure that the Council, its employees and the public are protected and that the requirements of relevant legislation, such as privacy legislation, are met.

PRINCIPLES

Council's Organisational Values apply to all activities.

RELATED POLICIES AND PROCEDURES

14-Plx-032 Code of Conduct for Councillors
17-PI-001 Information Resource Policy
17-HLPr-007 Right To Information Procedure
17-Plx-005 Personal Information Protection Policy

RELATED LEGISLATION

Archives Act 1983 (Tas)
Local Government Act 1993 (Tas)
Right to Information Act 2009 (Tas)
Personal Information Protection Act 2004
Commonwealth Privacy Act 1988

REFERENCES

Advice 49 Recordkeeping for Local Government Councillors
Disposal Schedule for functional records of Local Government (DA2200)
Disposal Schedule for Short Term Value Records (DA2158)

DEFINITIONS:

Record

- (a) anything on which words, figures, letters or symbols are marked and includes a map, plan, graph, drawing, painting or photograph; and
- (b) anything in which information is embodied so as to be capable of being reproduced;

State Record

- (a) a Crown record; or
- (b) a record of a State authority; or
- (c) record of a local authority; or
- (d) any other record that was at any time a record mentioned in paragraph (a), (b) or (c)
Part 1 Section 3(1) *Archives Act 1983*.

REVIEW

This policy will be reviewed prior to the commencement of the new Council following elections to allow it to be voted on at the first Meeting of the new Council or more frequently, if dictated by operational demands and with Council's approval.

DECISION: 17 November 2022

MOTION

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

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

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

16.3 Council Appointments to Internal and External Committees

FILE NO: SF2233/SF0095

AUTHOR: Anthea Rooney (Council and Committees Officer)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To approve Council appointments in respect of Committees, Authorities, Specific Purpose Committees and External Organisations.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Emergency Management Act 2006 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 10 November 2022 - Council Appointments to Internal and External Committees

RECOMMENDATION:

That Council:

1. In respect of the Events Sponsorship Assessment Panel, a special committee convened pursuant to section 24 of the *Local Government Act 1993 (Tas)*:
 - (i) notes that the Panel's terms of reference call for a Councillor to chair the Panel and two additional Councillors to be appointed by Council;
 - (iii) notes that nominations Deputy Mayor Councillor M K Garwood, Councillor A G Harris, Councillor L M McMahon and Councillor A J Palmer have been received; and
 - (ii) following a ballot, appoints *[name]* as Chair, and *[name]* and *[name]* as Committee members.
2. In respect of the Transport Committee, a special committee convened pursuant to section 24 of the *Local Government Act 1993 (Tas)*:
 - (i) notes that the Committee's terms of reference call for a Councillor to chair the Committee and one additional Councillor to be appointed by Council;
 - (iii) notes that nominations Councillor G Razay, Councillor J J Pentridge and Councillor A G Harris have been received; and
 - (ii) following a ballot, appoints *[name]* as Chair and *[name]* as Committee member.
3. In respect of the Homelessness Advisory Committee, a special committee convened pursuant to section 24 of the *Local Government Act 1993 (Tas)*:
 - (i) notes that the Committee's terms of reference call for a Councillor to chair the Committee and one additional Councillor to be appointed by Council;

- (iii) notes that nominations Councillor G Razay, Councillor L M McMahon and Councillor T G Walker have been received; and
- (ii) following a ballot, appoints *[name]* as Chair and *[name]* as Committee member.

4. pursuant to section 85 of the *Local Government Act 1993* (Tas), makes the following appointments:

AUDIT PANEL
(convened under section 85 of the Local Government Act 1993 (Tas))

Committee	Number of Councillor Vacancies	Nomination
Audit Panel	2	Councillor T G Walker Councillor D H McKenzie

5. pursuant to section 24 of the *Local Government Act 1993* (Tas), makes the following appointments:

SPECIAL COUNCIL COMMITTEE
(convened under section 24 of the Local Government Act 1993 (Tas))

Committee	Number of Councillor Vacancies	Nomination
Cataract Gorge Advisory Committee	2 (including Chair appointed by Council)	Councillor L M McMahon Councillor T G Walker
Community Grants (Organisations) Program	3	Councillor A J Palmer Councillor L M McMahon Deputy Mayor Councillor M K Garwood
Cultural Advisory Committee	2 (including one as Chair)	Councillor A J Britton Councillor T G Walker
Heritage Advisory Committee	2 (including one as Chair)	Councillor S Cai Councillor J J Pentridge
Access Advisory Committee	2 (including one as Chair)	Councillor A E Dawkins
Launceston City Heart Reference Group	4	Councillor G Razay Deputy Mayor Councillor M K Garwood Councillor A G Harris
Launceston Sister City Committee	3 (including one as Chair)	Councillor A J Palmer Councillor J J Pentridge Councillor A J Britton

Committee	Number of Councillor Vacancies	Nomination
Northern Youth Coordinating Committee	1 (Chair)	Deputy Mayor Councillor M K Garwood
Queen Victoria Museum and Art Gallery Governance Advisory Board	2 (including Mayor of the Day and Deputy Mayor of the Day (proxy with voting rights))	Mayor Councillor D C Gibson Deputy Mayor Councillor M K Garwood
Scholarships and Bursary Committee	2	Councillor S Cai Councillor A J Palmer
Tender Review Committee	Minimum of 3 (including one as Chair)	Councillor D H McKenzie Councillor J J Pentridge Councillor A G Harris Councillor T G Walker
Youth Advisory Group	Maximum of 3	Deputy Mayor Councillor M K Garwood Councillor L M McMahon

6. pursuant to section 20(A) of the *Emergency Management Act 2006* (Tas), makes the following appointment:

SPECIAL COMMITTEE

(convened under section 20(A) of the *Emergency Management Act 2006* (Tas))

Committee	Number of Councillor Vacancies	Nomination
Municipal Emergency Management Committee	1 (including acting as Municipal Chair)	Councillor D H McKenzie

7. makes the following appointments to Committees and Organisations external to the Council:

**COUNCIL EXTERNAL COMMITTEE MEMBERSHIP
(resulting from resolutions of Council)**

Committee	Number of Councillor Vacancies	Nomination
Australian Pacific Airports Launceston	1	Councillor D H McKenzie
Enterprize Tasmania Limited	1	Nominated Council Representative to be Chief Executive Officer
Franklin House Management Committee	1	Councillor A G Harris
Launceston College Association	1	Mayor Councillor D C Gibson
Launceston Safer Communities Partnership	2	Councillor L M McMahon Councillor S Cai
Local Government Association of Tasmania	2 (Mayor of the Day and Deputy Mayor of the Day (as proxy))	Mayor Councillor D C Gibson Deputy Mayor Councillor M K Garwood
Newstead College Association	1	Councillor A E Dawkins
TasWater Owners Representative	1 (Mayor of the Day)	Mayor Councillor D C Gibson
Theatre North Inc.	1	Councillor D H McKenzie Deputy Mayor Councillor M K Garwood
University of Tasmania Northern Campus Engagement and Advisory Group	3	Councillor D H McKenzie Councillor S Cai Councillor A G Harris
Economic Development Working Group	4	Councillor A G Harris Councillor S Cai Councillor T G Walker Councillor A J Britton

8. approves the final nominations outlining all appointed representatives for incorporation in the Committee Representation Details Procedure (14-HLPr-003).

9. notes the Committee Representation Details Procedure (14-HLPr-003) is to be reviewed in two years, to provide an opportunity for Council to revisit the nominations and appointments to all committees, authorities, specific purpose committees and external organisations.
 10. notes that the Terms of Reference (or policy statement) for each of the Council Committees should be reviewed by the responsible General Manager and the Committees and brought to Council within 12 months for consideration.
-

DECISION: 17 November 2022

MOTION

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

That Council suspends Standing Orders in order to vote for appointments to Internal and External Committees.

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

**Standing Orders were suspended at 2.55pm
Council resumed Standing Orders at 3.10pm**

DECISION: 17 November 2022

MOTION

Moved Deputy Mayor Councillor M K Garwood, seconded Councillor A E Dawkins.

That Council resumes Standing Orders.

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

Council adjourned for a break at 3.11pm
Council resumed following the break at 3.17pm

DECISION: 17 November 2022

MOTION

Moved Deputy Mayor Councillor M K Garwood, seconded Councillor A J Palmer.

That Council:

1. in respect of the Events Sponsorship Assessment Panel, a special committee convened pursuant to section 24 of the *Local Government Act 1993* (Tas):
 - (i) notes that the Panel's terms of reference call for a Councillor to chair the Panel and two additional Councillors to be appointed by Council;
 - (ii) notes that nominations Deputy Mayor Councillor M K Garwood, Councillor A G Harris, Councillor L M McMahon and Councillor A J Palmer have been received; and
 - (iii) following a ballot, appoints Councillor L M McMahon as Chair and Deputy Mayor Councillor M K Garwood and Councillor A J Palmer as Committee members.

2. in respect of the Transport Committee, a special committee convened pursuant to section 24 of the *Local Government Act 1993* (Tas):
 - (i) notes that the Committee's terms of reference call for a Councillor to chair the Committee and one additional Councillor to be appointed by Council;
 - (ii) notes that nominations Councillor Dr G Razay, Councillor J J Pentridge and Councillor A G Harris have been received; and
 - (iii) following a ballot, appoints Councillor A G Harris as Chair and Councillor J J Pentridge as Committee member.

3. in respect of the Homelessness Advisory Committee, a special committee convened pursuant to section 24 of the *Local Government Act 1993* (Tas):
 - (i) notes that the Committee's terms of reference call for a Councillor to chair the Committee and one additional Councillor to be appointed by Council;
 - (ii) notes that nominations Councillor G Razay, Councillor L M McMahon and Councillor T G Walker have been received; and
 - (iii) following a ballot, appoints Councillor T G Walker as Chair and Councillor Dr G Razay as Committee member.

4. pursuant to section 85 of the *Local Government Act 1993* (Tas), makes the following appointments:

AUDIT PANEL
(convened under section 85 of the *Local Government Act 1993* (Tas))

Committee	Number of Councillor Vacancies	Nomination
Audit Panel	2	Councillor T G Walker Councillor D H McKenzie

5. pursuant to section 24 of the *Local Government Act 1993* (Tas), makes the following appointments:

SPECIAL COUNCIL COMMITTEE
(convened under section 24 of the *Local Government Act 1993* (Tas))

Committee	Number of Councillor Vacancies	Nomination
Cataract Gorge Advisory Committee	2 (including Chair appointed by Council)	Councillor L M McMahon Councillor T G Walker (C)
Community Grants (Organisations) Program	3	Councillor A J Palmer Councillor L M McMahon Deputy Mayor Councillor M K Garwood
Cultural Advisory Committee	2 (including one as Chair)	Councillor A J Britton Councillor T G Walker
Heritage Advisory Committee	2 (including one as Chair)	Councillor S Cai Councillor J J Pentridge
Access Advisory Committee	2 (including one as Chair)	Councillor A E Dawkins
Launceston City Heart Reference Group	3	Councillor Dr G Razay Deputy Mayor Councillor M K Garwood Councillor A G Harris
Launceston Sister City Committee	3 (including one as Chair)	Councillor A J Palmer Councillor J J Pentridge Councillor A J Britton
Northern Youth Coordinating Committee	1 (Chair)	Deputy Mayor Councillor M K Garwood

Committee	Number of Councillor Vacancies	Nomination
Queen Victoria Museum and Art Gallery Governance Advisory Board	2 (including Mayor of the Day and Deputy Mayor of the Day (proxy with voting rights))	Mayor Councillor D C Gibson Deputy Mayor Councillor M K Garwood
Scholarships and Bursary Committee	2	Councillor S Cai Councillor A J Palmer
Tender Review Committee	Minimum of 3 (including one as Chair)	Councillor D H McKenzie Councillor J J Pentridge Councillor A G Harris Councillor T G Walker
Youth Advisory Group	Maximum of 3	Deputy Mayor Councillor M K Garwood Councillor L M McMahon
Event Sponsorship Assessment Panel	3 (including Chair appointed by Council)	Deputy Mayor Councillor M K Garwood Councillor L M McMahon (C) Councillor A J Palmer
Transport Committee	2	Councillor A G Harris (C) Councillor J J Pentridge
Homelessness Advisory Committee	2	Councillor T G Walker (C) Councillor Dr G Razay

6. pursuant to section 20(A) of the *Emergency Management Act 2006 (Tas)*, makes the following appointment:

SPECIAL COMMITTEE

(convened under section 20(A) of the Emergency Management Act 2006 (Tas))

Committee	Number of Councillor Vacancies	Nomination
Municipal Emergency Management Committee	1 (including acting as Municipal Chair)	Councillor D H McKenzie

7. makes the following appointments to Committees and Organisations external to the Council:

COUNCIL EXTERNAL COMMITTEE MEMBERSHIP
(resulting from resolutions of Council)

Committee	Number of Councillor Vacancies	Nomination
Australian Pacific Airports Launceston	1	Councillor D H McKenzie
Enterprize Tasmania Limited	1	Nominated Council Representative to be Chief Executive Officer
Franklin House Management Committee	1	Councillor A G Harris
Launceston College Association	1	Mayor Councillor D C Gibson
Launceston Safer Communities Partnership	2	Councillor L M McMahon Councillor S Cai
Local Government Association of Tasmania	2 (Mayor of the Day and Deputy Mayor of the Day (as proxy))	Mayor Councillor D C Gibson Deputy Mayor Councillor M K Garwood
Newstead College Association	1	Councillor A E Dawkins
TasWater Owners Representative	1 (Mayor of the Day)	Mayor Councillor D C Gibson
Theatre North Inc.	1	Councillor D H McKenzie
University of Tasmania Northern Campus Engagement and Advisory Group	2	Councillor D H McKenzie Councillor A G Harris
Economic Development Working Group	3	Councillor A G Harris Councillor T G Walker Councillor A J Britton
Communities for Children <i>kanamaluka</i> (in Launceston and the Tamar Valley)	1	Mayor Councillor D C Gibson

8. approves the final nominations outlining all appointed representatives for incorporation in the Committee Representation Details Procedure (14-HLPr-003).

9. notes the Committee Representation Details Procedure (14-HLPr-003) is to be reviewed in two years, to provide an opportunity for Council to revisit the nominations and appointments to all committees, authorities, specific purpose committees and external organisations.
10. notes that the Terms of Reference (or policy statement) for each of the Council Committees should be reviewed by the responsible General Manager and the Committees and brought to Council within 12 months for consideration.

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

16.4 Council Meetings (Frequency and Commencement Time) Policy

FILE NO: SF0975

AUTHOR: Leanne Purchase (Manager Governance)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the Council Meetings (Frequency and Commencement Time) Policy (14-Plx-001).

As per Regulation 6(1) of the Local Government (Meeting Procedures) Regulations 2015, this decision requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2015

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting - 22 November 2018 - Agenda Item 19.1 - Council Meetings Policy (Frequency and Commencement Time) (14-Plx-001)

Special Council Meeting - 2 April 2020 - Agenda Item 6.1 - Partial Suspension of Council Meetings Policy (Frequency and Commencement Time) (14-Plx-001)

RECOMMENDATION:

That Council adopts the Council Meetings (Frequency and Commencement Time) Policy (14-Plx-001) as follows:

Council Meetings Policy (Frequency and Commencement Time)

PURPOSE

The purpose of this policy is to set the:

- commencement times of Council and Council Committee Meetings;
- frequency of Council Meetings; and
- the start time and day of Council's Annual General Meeting.

SCOPE

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

POLICY

1. Council Meetings

- 1.1 The first meeting of the calendar year will be a Council Meeting held on the fourth Thursday in January.
- 1.2. Subsequent Council Meetings will be held on alternate Thursdays.
- 1.3. If the Council Meeting falls on a Thursday that is a public holiday, the Council Meeting will be held on the Wednesday of the same week as the public holiday.
- 1.4. The final scheduled Council Meeting will be on either the second or third Thursday in December.
- 1.5. Council Meetings commence at 1.00pm.

2. Council Committee Meetings

- 2.1 The first meeting of a Council Committee will be convened on a day and time to be determined by Council by an absolute majority.
- 2.2 The day and time of subsequent Council Committee Meetings will be determined by the Council Committee by simple majority.

3. Annual General Meeting

- 3.1. The Annual General Meeting will be held on the first Thursday in December commencing at 5.30pm.

PRINCIPLES

The Council's organisational values apply to all activities.

RELATED POLICIES AND PROCEDURES

Council Meeting and Workshop Schedule (14-Rfx-009)

RELATED LEGISLATION

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2015

REFERENCES

Not applicable.

DEFINITIONS

Not applicable.

REVIEW

This policy will be reviewed after each ordinary Council election, as required by the *Local Government (Meeting Procedures) Regulations 2015*.

DECISION: 17 November 2022

MOTION

Moved Councillor A G Harris, seconded Councillor A J Britton.

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

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

16.5 2023 Councillors' Meeting Schedule

FILE NO: SF0975

AUTHOR: Leanne Purchase (Manager Governance)

GENERAL MANAGER APPROVAL: Louise Foster (Organisational Services Network)

DECISION STATEMENT:

To consider the 2023 schedule of Council Meetings and Workshops.

RECOMMENDATION:

That Council notes:

1. the 2023 schedule of Workshops and Council Meetings as per the table below, which has been prepared with reference to the Council Meetings (Frequency and Commencement Time) Policy:

DAY	DATE	MEETING	TIME
Council in Recess from 16 December 2022 to 18 January 2023			
JANUARY			
Thursday	19 January	Workshop	9.00am
Wednesday	25 January	Council	1.00pm
26 January - PUBLIC HOLIDAY - Australia Day			
FEBRUARY			
Thursday	2 February	Workshop	9.00am
Thursday	9 February	Council	1.00pm
Thursday	16 February	Workshop	9.00am
Thursday	23 February	Council	1.00pm
MARCH			
Thursday	2 March	Workshop	9.00am
Thursday	9 March	Council	1.00pm
Thursday	16 March	Workshop	9.00am
Thursday	23 March	Council	1.00pm
Thursday	30 March	Workshop	9.00am
APRIL			
Thursday	6 April	Council	1.00pm
Thursday	13 April	Workshop	9.00am
Friday 7 April to Tuesday 11 April - PUBLIC HOLIDAYS - Easter			
Thursday	20 April	Council	1.00pm
Thursday	27 April	Workshop	9.00am

MAY			
Thursday	4 May	Council	1.00pm
Thursday	11 May	Workshop	9.00am
Thursday	18 May	Council	1.00pm
Thursday	25 May	Workshop	9.00am
JUNE			
Thursday	1 June	Council	1.00pm
Thursday	8 June	Workshop	9.00am
Thursday	15 June	Council	1.00pm
Thursday	22 June	Workshop	9.00am
Thursday	29 June	Council	1.00pm
JULY			
Thursday	6 July	Workshop	9.00am
Thursday	13 July	Council	1.00pm
Thursday	20 July	Workshop	9.00am
Thursday	27 July	Council	1.00pm
AUGUST			
Thursday	3 August	Workshop	9.00am
Thursday	10 August	Council	1.00pm
Thursday	17 August	Workshop	9.00am
Thursday	24 August	Council	1.00pm
Thursday	31 August	Workshop	9.00am
SEPTEMBER			
Thursday	7 September	Council	1.00pm
Thursday	14 September	Workshop	9.00am
Thursday	21 September	Council	1.00pm
Thursday	28 September	Workshop	9.00am
OCTOBER			
Thursday	5 October	Council	1.00pm
12 October - PUBLIC HOLIDAY - Launceston Show Day			
Thursday	19 October	Council	1.00pm
Thursday	26 October	Workshop	9.00am
NOVEMBER			
Thursday	2 November	Council	1.00pm
Thursday	9 November	Workshop	9.00am
Thursday	16 November	Council	1.00pm
Thursday	23 November	Workshop	9.00am
Thursday	30 November	Council	1.00pm

DECEMBER			
Thursday	7 December	Workshop	9.00am
Thursday	7 December	Annual General Meeting	5.30pm
Thursday	14 December	Council	1.00pm

2. that pre-Council Meeting Workshops will be calendared prior to each Council Meeting in case they are required.

DECISION: 17 November 2022

MOTION

Moved Councillor A G Harris, seconded Councillor A E Dawkins.

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

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

16.6 Petition Response - e-Scooters in Kings Meadows

A motion was passed to bring this item forward in the Agenda. It was considered after Agenda Item 16.1 - City of Launceston Annual Plan 2022/2023 - Progress Against Annual Plan Actions for Period Ending 30 September 2022 on page 47 of these Minutes

17. CHIEF EXECUTIVE OFFICER NETWORK

17.1. 2022 Local Government Election - Declarations of Office

FILE NO: SF7456

AUTHOR: Leanne Purchase (Manager Governance)

CHIEF EXECUTIVE OFFICER APPROVAL: Michael Stretton

DECISION STATEMENT:

To acknowledge the making of declarations of office, as required by section 321 of the *Local Government Act 1993* (Tas).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. notes the Certificate of Election issued to the City of Launceston on 1 November 2018 (ECM Doc Set ID 4806287).
 2. acknowledges that Matthew Garwood, George Razay, Joe Pentridge, Andrea Dawkins, Andrew Palmer, Lindi McMahon, Alan Harris, Tim Walker, Susie Cai and Alex Britton made their declarations of office at Town Hall on Tuesday, 8 November 2022 from 2.30pm.
 3. acknowledges that Danny Gibson made his declaration of office at Town Hall on 2 November 2022 at 1.00pm.
 4. acknowledges that Hugh McKenzie made his declaration of office at Town Hall on 3 November 2022 at 11.00am.
-

DECISION: 17 November 2022

MOTION

Moved Councillor D H McKenzie, seconded Councillor A E Dawkins.

That Council:

- 1. notes the Certificate of Election issued to the City of Launceston on 1 November 2022 (ECM Doc Set ID 4806287).**
- 2. acknowledges that Matthew Garwood, George Razay, Joe Pentridge, Andrea Dawkins, Andrew Palmer, Lindi McMahon, Alan Harris, Tim Walker, Susie Cai and Alex Britton made their declarations of office at Town Hall on Tuesday, 8 November 2022 from 2.30pm.**
- 3. acknowledges that Danny Gibson made his declaration of office at Town Hall on 2 November 2022 at 1.00pm.**
- 4. acknowledges that Hugh McKenzie made his declaration of office at Town Hall on 3 November 2022 at 11.00am.**

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

17.2 Notices of Motion - Annual General Meeting - 2 December 2021

FILE NO: SF0098

CHIEF EXECUTIVE OFFICER APPROVAL: Michael Stretton

DECISION STATEMENT:

To provide an update on the progress of the investigation into the Notices of Motion raised at the City of Launceston's Annual General Meeting held on 2 December 2021, being:

That Council:

- (i) reviews those matters it is responsible for in connection with the operation of the social services (food distribution for the poor and those sleeping on the street) as operated in the Brisbane Street Mall.*
- (ii) reviews existing rules and signage as it relates to cycling in the Brisbane Street Mall.*

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 16 December 2021 - Agenda Item 20.1 - Report on Council's 2021 Annual General Meeting

Council - 16 December 2021 - Agenda Item 20.2 - Notice of Motion - Annual General Meeting - Mr Robin Smith - Cycling in the Brisbane Street Mall - 2 December 2021

Council - 16 December 2021 - Agenda Item 20.3 - Notice of Motion - Annual General Meeting - Mr Robin Smith - Brisbane Street Mall Social Services - 2 December 2021

RECOMMENDATION:

That Council, in respect of two Notices of Motion carried at the City of Launceston's Annual General Meeting held on 2 December 2021 (1. reviews those matters it is responsible for in connection with the operation of the social services (food distribution for the poor and those sleeping on the street) as operated in the Brisbane Street Mall and 2. reviews existing rules and signage as it relates to cycling in the Brisbane Street Mall) notes that investigations of these matters have concluded.

DECISION: 17 November 2022

MOTION

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

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

CARRIED 12:0

FOR VOTE: Mayor Councillor D C Gibson, Deputy Mayor Councillor M K Garwood, Councillor D H McKenzie, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Dr G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

18. MEETING CLOSURE

The Mayor, Councillor D C Gibson, closed the Meeting at 3.31pm.

19. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 1.00pm on 1 December 2022 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.