



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 11 DECEMBER 2025
10:30 AM**

Notice is hereby given that the Ordinary Meeting of the City of Launceston Council will be held at the Council Chambers, Town Hall, St John Street, Launceston:

Date: 11 December 2025

Time: 10:30 am

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.



**Sam Johnson OAM
Chief Executive Officer**

VIDEO and AUDIO STREAMING of COUNCIL MEETINGS

The video and audio of open sessions of ordinary Council meetings and special Council meetings that are held in the Council Chambers at Town Hall, will be streamed live via the Council's meeting stream channel on YouTube.

Video and audio streaming and recording of this Council Meeting, except for any part held in Closed Session, will be made in accordance with our Video and Audio Streaming of Meetings Policy - 17-Plx-017.

**This Council Meeting will be streamed live to and can be accessed at:
www.launceston.tas.gov.au/Council/Meetings/Watch-and-Listen**

The audio-visual recording equipment will be configured in a way which avoids coverage of the public gallery area and Council will endeavour to ensure images in this area are not streamed. However, Council expressly provides no assurances to this effect and by entering or exiting the Council Chamber or by remaining in the public gallery area, it is assumed that consent has been given to the Council to broadcast images and audio recordings.

The Mayor or their representative will provide notice that the meeting will be recorded through live streaming. By attending a Council meeting, attendees will be taken to have consented to their image, speech or statements being live streamed.

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<https://www.launceston.tas.gov.au/Council-Region/Legislation-and-Policy/Policy>

PUBLIC QUESTION TIME - AGENDA ITEM 8

A limit of three questions received in writing by 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 title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas). For the avoidance of doubt, *Chief Executive Officer* means *General Manager* for the purposes of the *Local Government Act 1993* (Tas) and all other legislation administered by or concerning Council.

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1. OPENING OF MEETING - STATEMENT, ATTENDANCE AND APOLOGIES

Local Government (Meeting Procedures) Regulations 2025 - regulation 8

An audio visual recording is being made of the meeting.

All persons attending the meeting are to be respectful of, and considerate towards, other persons attending the meeting.

Language and conduct at the meeting that could be perceived as offensive, defamatory or threatening to a person attending the meeting, or listening to the recording, is not acceptable.

2. MAYORAL ACKNOWLEDGEMENTS

3. DECLARATIONS OF INTEREST

Local Government Act 1993 (Tas) - section 48

Local Government (Meeting Procedures) Regulations 2025 – regulation 39(1)(f)

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

4. CONFIRMATION OF MINUTES

4.1. Confirmation of Minutes

Local Government (Meeting Procedures) Regulations 2025 - regulation 41(1)(b)

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 13 November 2025 be confirmed as a true and correct record.

5. COUNCIL WORKSHOPS

Local Government (Meeting Procedures) Regulations 2025 - regulation 10(3)(c)

5.1. Council Workshop Report - 20 November 2025, 27 November 2025 and 4 December 2025

FILE NO: SF4401

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2025 - Regulation 10(3)(c)

RECOMMENDATION:

That Council, pursuant to Regulation 10(3)(c) of the *Local Government (Meeting Procedures) Regulations 2025*, notes the Council Workshops conducted and attended since the last Council Meeting, for the purposes described:

1. Workshops and Presentations conducted on 20 November 2025:

QVMAG - Project Status Report and Update

Councillors received an update on QVMAG's Project Status.

Artificial Intelligence (AI) in Council - Managing Risks and Realising Benefits

Councillors undertook a workshop highlighting the short-term actions including forming a Steering Group and developing an AI Roadmap.

Hawthorn Partnership

Councillors received an update on the status of discussions with Hawthorn regarding sponsorship.

Convention Centre Presentation

Councillors received a presentation from Errol Stewart about a proposal for a Convention Centre.

Risk Appetite Statement Workshop

Councillors participated in a workshop, facilitated by Bryan Whitefield, which included:

- a short presentation on the key drivers for developing a Risk Appetite Statement that is genuine and will help the City of Launceston grow and,
- discussed the risk vs opportunity trade-offs often needing consideration in making decisions at the City of Launceston.

Chief Executive Officer's Contract and Performance Review

Councillors discussed arrangements for the next Chief Executive Officer's contract and performance review period.

Executive Leaders Updates and General Business

Councillors and Executive Leaders engaged in discussion about current and planned projects.

Councillors Connect

Councillors discussed matters of concern, shared perspectives, and collectively worked through issues that benefitted from group discussion.

In Attendance: Acting Mayor Councillor D H McKenzie, Councillor A G Harris, Councillor T G Walker, Councillor J J Pentridge, Councillor A J Palmer Councillor L M McMahon, Councillor S Cai, Councillor A J Britton, Councillor K M Preece and Councillor R A I Marsden

Apologies: Mayor Councillor M K Garwood and Councillor D C Gibson

2. Workshops and Presentations conducted on 27 November 2025:

Bell Bay Advanced Manufacturing Zone

Bell Bay Advanced Manufacturing Zone's (BBAMZ) Chief Executive Officer, Susie Bower provided Councillors with an update on activities and projects.

Councillors Connect

Councillors discussed matters of concern, shared perspectives, and collectively worked through issues that benefitted from group discussion.

Launceston Central Inc - Bi-Annual Report

Representatives from Launceston Central Inc. presented Councillors with the Bi-annual Progress Report (January-June 2025), the 2025-2026 Launceston Central Inc. Annual Report, and provided an update on programs and future initiatives, in line with the Service Agreement.

Ikeda Delegation 2025 - Delegation Report and Next Steps

Councillors reviewed and workshoped the 'working draft' of the Ikeda Delegation Report and provided direction to staff on report content. They also discussed the next steps in sharing the learnings from the visit, identified opportunities arising from the visit, and discussed approaches on communicating the experience with the community.

Councillor Expenses and Resources Policy

Councillors received an update on the Councillors Expenses and Resources Policy.

Council Meeting, Workshop, Planning Authority and Pillar Committee Meetings

Councillors had the opportunity to provide feedback on the proposed Council Meeting, Workshop and Committee Meeting schedule for 2026.

Executive Leaders Updates and General Business

Councillors and Executive Leaders engaged in discussion about current and planned projects

In Attendance: Mayor Councillor M K Garwood, Deputy Mayor Councillor D H McKenzie, Councillor A G Harris, Councillor T G Walker, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai, Councillor A J Britton and Councillor K M Preece

Apologies: Councillor D C Gibson and Councillor R A I Marsden

3. Workshops and Presentations conducted on 4 December 2025:

Visit Northern Tasmania (VNT)

Councillors were presented with an overview of Visit Northern Tasmania (VNT) through a presentation from Tracey Mallett (Chief Executive Officer) and Anthony Donald (Chair).

Department of Foreign Affairs and Trade

Representatives from the Department of Foreign Affairs and Trade and Department of Home Affairs will delivered a *Foreign Arrangements Scheme Outreach Workshop* to assist Councillors in decision-making on Sister City and international relationships.

DA0335-2025 - 6 Richards Avenue Newstead -Residential - Demolition of an Existing Dwelling and Construction of a New Dwelling

Councillors undertook a site visit to 6 Richards Avenue, Newstead to discuss DA0335/2025 - Residential - Demolition of an existing dwelling and construction of a new dwelling.

Lilydale Falls Reserve - Engagement Summary

Councillors were provided with a summary of the engagement findings and next steps following community consultation on the future of the Lilydale Falls Reserve.

Future of the Carr Villa Memorial Park Flora Reserve Buffer Zones

Councillors received a report outlining options for consideration of the identified Carr Villa buffer zones, to become a permanent reserve.

Hoblers Bridge Road to Henry Street Link Road Business Case

Councillors received the business case for the Hoblers Bridge Road to Henry Street Link Road Project and were informed of the proposed next steps for future endorsement of the project.

Council Agenda Review - 11 December 2025

Councillors reviewed the agenda for the upcoming Council Meeting of 11 December 2025.

Executive Leaders Updates and General Business

Councillors and Executive Leaders engaged in discussion about current and planned projects.

Councillors Connect

Councillors discussed matters of concern, shared perspectives, and collectively worked through issues that benefitted from group discussion.

In Attendance: Mayor Councillor M K Garwood, Deputy Mayor Councillor D H McKenzie, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor S Cai, Councillor A J Britton, Councillor K M Preece, and Councillor R A I Marsden

Apologies: Councillor D C Gibson, Councillor J J Pentridge and Councillor L M McMahon.

REPORT:

Regulation 10(3)(c) of the *Local Government (Meeting Procedures) Regulations 2025* says that the Agenda of an Ordinary Council Meeting is to include the date and purpose of any Council Workshops held since the last Meeting.

Attendance is recorded for noting and reporting in the Council's Annual Report.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

Not applicable:

Council's consideration of this matter meets a legislative requirement.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Chief Executive Officer have no interests to declare in this matter.

ATTACHMENTS:

Nil

**6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS AND PARENTAL
LEAVE NOTIFICATIONS**

**No Councillors' Leave of Absence Applications have been identified as part
of this Agenda.**

No Parental Leave Notifications have been identified as part of this Agenda.

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.)*

No Community Reports have been identified as part of this Agenda.

8. QUESTIONS BY MEMBERS OF THE PUBLIC

Local Government (Meeting Procedures) Regulations 2025 - regulations 36 to 38

8.1. Questions on Notice by Members of the Public

Local Government (Meeting Procedures) Regulations 2025 - regulation 38

8.1.1. Questions on Notice by Members of the Public - Ian Goninon - Sister City Relationships, QVMAG, Airport Entry Beautification, High/Howick Street Intersection and Campervan Site Options - 13 November 2025

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 20 November 2025 by Ian Goninon, have been answered by the Senior Leader Innovation and Performance (Question 1), Chief Executive Officer (Question 2), the Senior Leader Open Spaces and Sustainability (Question 3) and the Executive Leader Connections and Liveability (Question 4 and 5).

Question 1:

Is the Launceston Chamber of Commerce better placed to look at the economic benefits of the Sister City relationship?

Response:

The City of Launceston acknowledges the value and expertise the Launceston Chamber of Commerce contributes to the business community, representation of its members and Launceston and northern Tasmania more broadly. The City of Launceston is well placed to lead this work and the Chamber is recognised as a key stakeholder to engage with to explore the economic benefits of Sister City relationships.

Question 2:

Can an update be provided on the possibility of transferring QVMAG to the State Government?

Response:

At this stage, there is no formal Council decision or directive in place to pursue the transfer of QVMAG to the State Government. Council continues to monitor discussions and consider options as part of broader strategic planning, but no commitment has been made.

Question 3:

Can City of Launceston and Northern Midlands Council collaborate to plant some trees to beautify the highway into Launceston from the airport, to replace the broken wattle trees?

Response:

The Midlands Highway including the road reserve is a state road and owned and managed by the Department of State Growth. Council's is supportive of enhancing Launceston's urban forest, with priority areas identified in City of Launceston's Urban Greening Strategy.

Question 4:

The intersection of High Street and Howick Street is one of the most dangerous intersections in Launceston, is there any future plans to review and improve this intersection?

Response:

The Transport Team is currently undertaking further preliminary investigation work in this space as the intersection is a known conflict point. The team will be developing a Safe Systems Assessment which will lead to infrastructure upgrades to both the intersection itself and on High Street to improve road safety. Once feasibility and concepts are prepared, further engagement will be undertaken on the future upgrades.

Question 5:

Did the Council look into better locations for a campervan site, other than the one proposed in the government grant, as \$775,000 seems like a lot of money for only 11 sites?

Response:

Council officers have assessed other sites for RV camping across the municipality. The Round House at the Inveresk Precinct has been identified as one of the most suitable locations for longer stay RV visitors, within easy walking distance of the CBD and key attractions including QVMAG. The site benefits from existing car parking, straightforward ingress and egress for large vehicles, and has previously operated as an RV dump point, with established wayfinding already in place.

Importantly, the Round House is an under utilised Council asset with significant latent capacity to support additional amenities over time. While the initial proposal provides for 11 designated RV sites, the broader site can accommodate additional visitors and future amenity upgrades. This investment also forms part of a broader city wide program to remark and clearly identify RV suitable carparking bays across key locations, improving access, compliance and visitor servicing throughout Launceston.

8.1.2. Questions on Notice by Members of the Public - Helen Tait - Bourke St Reserve and Frederick Street Landscaping - 18 November 2025

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 18 November 2025 by Helen Tait, have been answered by the Senior Leader Open Spaces and Sustainability.

Question 1:

The land around the Bourke St historic switching station of the Duck Reach power scheme has recently been surveyed.

The site has significant Historic value, and potential Tourist value, for the Launceston municipality and for the state. It is a significant public asset in good condition. Once lost a building and site like this would be hard to replicate. It is valuable as a public asset. It has potential for example as a place of Council or an Arts Society 'In Residents Program' for a visiting Artist, Historian, Musician, Actor, Writer Poet etc. Or as a 'place for lease'

Do you know of the foreseeable future for this site?

Response:

This site is under State Government ownership and Council does not have any relationship to it or plans for it.

Question 2:

Recently Frederick St was reconstructed and the original blue stone retaining wall was partially concealed by a concrete block abutment. In front of it compensatory landscaping with Banksias, and other native plants was established by Council. This was deemed suitable for the native birds that used the park for living in, and in transiting the city. This landscaping is successfully establishing. [though currently in need of some basic maintenance]

What provision is there to keep this important public landscaping in place and accessible?

Response:

City of Launceston's Recreation and Open Space Plan (draft) identifies all of its public open space portfolio and relevant open space classification as areas of suitable catchments for community amenity and use.

City of Launceston City Amenities team has relevant maintenance schedules that service areas such as the one described on an maintenance schedule. If the site is identified as requiring additional attention it is recommended to utilise Council's customer service platform 'Snap Send Solve' This will enable the appropriate team to respond to specific concerns.

ATTACHMENTS:

1. Helen Tait Qo N redacted [8.1.2.1 - 1 page]

8.1.3. Questions on Notice by Members of the Public - Malcolm Cowan - North East Rail Trail - 18 November 2025

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 18 November 2025 by Malcolm Cowan, has been answered by the Executive Leader Connections and Liveability.

Question 1:

On Thursday 30 October 2025 on ABC Drive, the Dorset Mayor Rhys Beattie was very positive about the development of the North East Rail Trail extension to Lilydale, citing the strong recent business case.

However, I was concerned when he said the council was "waiting for Launceston to come to us with a formal commitment of how they see it working". Mayor Beattie said they hoped to start work next year.

Can you please give me an indication of what this commitment is likely to be and when the council will respond to Dorset so that this long-delayed project can commence?

Response:

Council has provided in principle support to Dorset Council for the proposed extensions/activation to the North East Rail Trail within the Dorset Council municipality. City of Launceston is currently undertaking an engineering assessment of assets within the City of Launceston section to understand current condition and level of investment required for City of Launceston's section of the North East Rail Trail.

ATTACHMENTS:

Nil

8.2. Questions Without Notice by Members of the Public

Local Government (Meeting Procedures) Regulations 2025 - regulation 37

9. PETITIONS

No Petitions have been identified as part of this Agenda

10. DEPUTATIONS

No Deputations have been identified as part of this Agenda

11. 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 11 - Planning Authority.

11.1. DA0335/2025 - 6 Richards Avenue, Newstead - Residential - Demolition of an Existing Dwelling and Construction of a New Dwelling

FILE NO: DA0335/2025

AUTHOR: Jen Welch (Senior Town Planner)

APPROVER: Chelsea van Riet (Executive Leader Community Assets and Design)

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant	Nova Land Consulting
Site	6 Richards Avenue, Newstead
Proposal	DA0335/2025 - Residential - Demolition of an existing dwelling and construction of a new dwelling
Zoning	General Residential
Codes	Safeguarding of Airports Code Road and Railway Assets Code Parking and Sustainable Transport Code Landslip Hazard Code
Use Class	Residential – Single Dwelling
Standards assessed through performance criteria	8.4.2 Setbacks and building for all dwellings P3 8.4.7 Frontage fences for all dwellings P1
Public Notification	20 September 2025 - 6 October 2025
Representations	8
Deemed Approval	11 December 2025

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

N/A

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 Residential - Demolition of an existing dwelling and construction of a new dwelling at 6 Richards Avenue, Newstead subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a. Site Context Plan existing, S. Group, A101, Mark and Amanda, Rev E, 30/07/2025.
- b. Site Context Plan proposed, S. Group, A102, Mark and Amanda, Rev E, 30/07/2025.
Amended plans required
- c. Site Plan ground, S. Group, A103, Mark and Amanda, Rev E, 30/07/2025. **Amended plans required**
- d. Site Plan first floor, S. Group, A104, Mark and Amanda, Rev E, 30/07/2025.
Amended plans required
- e. Site Plan second floor, S. Group, A105, Mark and Amanda, Rev E, 30/07/2025.
Amended plans required
- f. Floor Plan Ground, S. Group, A201, Mark and Amanda, Rev E, 30/07/2025.
Amended plans required
- g. Floor Plan First, S. Group, A202, Mark and Amanda, Rev E, 30/07/2025. **Amended plans required**
- h. Floor Plan Second, S. Group, A203, Mark and Amanda, Rev E, 30/07/2025.
Amended plans required
- i. Elevations 01, S. Group, A301, Mark and Amanda, Rev E, 30/07/2025. **Amended plans required**
- j. Elevations 02, S. Group, A302, Mark and Amanda, Rev E, 30/07/2025. **Amended plans required**
- k. Elevations 03, S. Group, A303, Mark and Amanda, Rev E, 30/07/2025. **Amended plans required**
- l. Major Elevations, S. Group, A304, Mark and Amanda, Rev E, 30/07/2025. **Amended plans required**
- m. Major Elevations, S. Group, A305, Mark and Amanda, Rev E, 30/07/2025. **Amended plans required**
- n. Building Envelope Diagrams, S. Group, A404, Mark and Amanda, Rev E, 30/07/2025.
- o. 0900 shadows, S. Group, A501, Mark and Amanda, Rev E, 30/07/2025.
- p. 1000 shadows, S. Group, A502, Mark and Amanda, Rev E, 30/07/2025.
- q. 1100 shadows, S. Group, A503, Mark and Amanda, Rev E, 30/07/2025.
- r. 1200 shadows, S. Group, A504, Mark and Amanda, Rev E, 30/07/2025.
- s. 1300 shadows, S. Group, A505, Mark and Amanda, Rev E, 30/07/2025.
- t. 1400 shadows, S. Group, A506, Mark and Amanda, Rev E, 30/07/2025.
- u. 1500 shadows, S. Group, A507, Mark and Amanda, Rev E, 30/07/2025.
- v. Concept Servicing, S. Group, A601, Mark and Amanda, Rev E, 30/07/2025.
Amended plans required
- w. Concept Servicing, S. Group, A602, Mark and Amanda, Rev E, 30/07/2025.
Amended plans required

2. AMENDED PLANS REQUIRED

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

- a. Increase the side boundary setback between the south west boundary and the first floor lounge room from 1.477m to a minimum of 1.7m.
- b. The length of the external wall of the first floor living and dining room adjoining the south west side boundary is to have a length not exceeding 9.3m, and the setback from the south west boundary is to be increased from 2.594m to a minimum of 3.3m. The roof pitch of this part of the building is to fall towards the south east boundary to reduce the height near the adjoining dwelling.
- c. The first floor deck is to be repositioned to have a minimum 3m setback from side boundaries.
- d. External screening with a minimum uniform transparency of 25% is to be provided on the stairwell, the north east elevation of the second and first floor decks.
- e. The master bedroom on the second floor is to increase the setback from the north west boundary a minimum of 1.4m from the existing alignment.
- f. The laundry stairs and retaining wall directly abutting the south west boundary are to be setback a minimum 1.15m setback from the boundary.
- g. The height of screening adjacent to the garage/laundry is to be reduced to a maximum height of 1.8m.
- h. The eave overhangs on the south west elevation of the garage, laundry and first floor and to be removed.
- i. Detail of screening around the pool is required to demonstrate a uniform transparency of 25% and is to include the screening to a height of 1.7m on the north east boundary of the pool deck in compliance with 8.4.6 A1.
- k. All parking areas are to be constructed with a durable all weather paving, and be drained to a public stormwater system to demonstrate compliance with C2.6.1 A1.

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. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2025/00964-LCC, dated 15/09/2025 and attached to the permit.

5. HOURS OF CONSTRUCTION

- a) Unless otherwise approved in writing by the Senior Leader Health and Compliance construction activities must only be carried out between the hours of:
 - i. Monday to Friday - 7 am to 6 pm; and
 - ii. Saturday - 8 am to 6 pm.
- b) Notwithstanding the above paragraph, construction activities must not be carried out on public holidays that are observed state-wide (Easter Tuesday excepted).

6. PROTECTION OF EXISTING TREES

Existing trees identified for retention on the subject land must be retained and must not be damaged, removed, destroyed or lopped without the written consent of the Council. Such 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 to Protect Existing Trees.

7. DAMAGE TO COUNCIL INFRASTRUCTURE & ASSETS

The developer is liable for all costs associated with the repair of damage to Council infrastructure and assets 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 Council infrastructure such as driveways, footpaths and stormwater infrastructure. The developer will also be liable for all reasonable costs associated with the enforcement of compliance with the conditions, by-laws and legislation relevant to the development activity on the site.

8. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

Prior to commencing any works in (or requiring the occupation of) the Road Reserve the applicant must receive written authorisation from the Road Asset Owner within the City of Launceston.

This includes but is not limited to occupying space with skip bins, construction equipment, hoarding, scaffolding, the use of machinery and facilitating service connections.

Any implementation of temporary traffic controls will also require written approval.

9. FACILITIES AND HIGHWAYS BY-LAW

Prior to the placement of any skip bin, security fencing, hoarding, shipping containers, site offices or amenities within a local highway, the person, corporation or other legal entity must seek and have issued a permit pursuant to the Facilities and Highways By-Law (No. 1 of 2021). The payment of the scheduled Occupation Fee (comprising a minimum base fee and a square metre weekly rate) is required prior to the occupation commencing. No occupation of the road reserve is permitted without approval.

10. SUBMISSION AND APPROVAL OF PLANS

Prior to the commencement of the development of the site, detailed plans and specifications must be submitted to the Executive Leader Community Assets and Design for approval. Such plans and specifications must:

- a. Include all public infrastructure and driveway works required by the permit or shown in the endorsed plans.
- b. be prepared strictly in accordance with the Tasmanian Subdivision Guidelines and the LGAT-IPWEA Tasmanian Standard Drawings applicable at the date of submission of the plans, or their subsequent replacement documents.

- c. be prepared by a suitably qualified and experienced engineer or Engineering Consultancy.
- d. be accompanied by:
 - i. an estimate of the construction cost of the future public works together with a schedule of the major components and their relevant costs; and
 - ii. a fee of 1.5% of the public works estimate (or a minimum of \$250). Such fee covers assessment of the plans and specifications, audit inspections and Practical Completion & Final inspections of the public infrastructure and driveway works.

11. CONSTRUCTION OF WORKS

Public infrastructure and driveway works must be constructed in accordance with plans and specification approved by the Executive Leader - Community Assets and Design. The required infrastructure works must be as shown in the application documents and endorsed plans and modified by the approval of the detailed engineering drawings and specifications. Works must include:

a. Roads

- i. Provision of a fully constructed 3.6 metres wide vehicular crossover on Richards Avenue to the property,
- ii. Modification of the parking area, retaining wall and roadside barriers on Richards Avenue to facilitate the vehicular crossover
- iii. Maintain 2% crossfall on the footpath across the vehicular crossover.
- iv. Maximum grade change of 2% longitudinally along the footpath either side of the vehicular crossover.
- v. Provision of all necessary line marking, signage and other traffic control devices.

All construction work must be undertaken in accordance with the Tasmanian Subdivision Guidelines and LGAT-IPWEA Standard Drawings, or their subsequent replacement document. These documents specify:

1. Construction requirements,
2. Appointment of a suitably qualified Supervising Engineer to supervise and certify construction works, arrange Council Audit inspections and other responsibilities,
3. Construction Audit inspections,
4. Practical Completion and after a 12 months defects liability period the Final Inspection & Hand-Over.

12. COMPLETION OF WORKS

All works must be carried out to Council standards and under the direct supervision of a suitably qualified and experienced civil engineer engaged by the owner and approved by the Council. Certification that all works have been carried out in accordance with the approved engineering design plans and to Council standards will be required prior to issue of the Certificate of Practical Completion.

13. AS CONSTRUCTED PLANS

An "as constructed" plan must be provided in accordance with Council's standard requirements for as constructed drawings. A separate copy of the requirements is available from Council's Community Assets and Design Team.

14. 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.

15. 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 (e.g. Launceston Waste Centre), reclaimed or recycled.

16. 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.

17. BUILDING ACT 2016 REQUIREMENTS

Prior to acting on this permit, it is recommended that an architect, a licensed building practitioner such as a building surveyor or a building designer be consulted to determine the requirements for any associated building, plumbing or demolition work under the Building Act 2016.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0335/2025. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

- a. *The 14 day appeal period expires; or*
- b. *Any appeal to the Tasmanian Civil & 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 (2) years if the development or use has not substantially commenced within that period. An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by request to Council.

B. Restrictive Covenants

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

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

C. Appeal Provisions

A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Tasmanian Civil & 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 & 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 Council's Notice to Waive Right of Appeal is attached.

E. Demolition salvage

The building appears to have original features that could be sustainably used in other projects and avoid landfill. It is recommended that where possible original features are salvaged and reused, including ceiling roses, fireplaces, skirting boards, architraves etc..

F. Fixed Equipment Use

Use of fixed equipment (e.g. heat pumps, water pumps, swimming pool pumps) is subject to the Environmental Management and Pollution Control (Noise) Regulations 2016 or any subsequent versions of this regulation.

REPORT:

1. THE PROPOSAL

The proposal seeks to demolish the existing single dwelling and outbuildings and construct a new single dwelling with 6 bedrooms, dual garage, front fence, a swimming pool and crossover onto Richards Avenue.

The proposed building would be two storeys on the south eastern frontage to Richards Avenue and increases to three storeys at the rear to a maximum building height of 10.5m. The ground floor would be cut into the hillside and would rely on retaining walls on the south western elevation. In the north western corner of the site screening for the proposed pool would be to a height of 4.7m. The front fence would be constructed to a height of maximum height of 1.9m.

The proposed building would result in the following minimum setbacks:

- The frontage setback would be 5.6m;
- The setback from the south west boundary adjoining 8 Richards Avenue, is for retaining walls on the ground floor that would be 1.17m.
- The setback from the north east boundary with 10 and 12 Rupert Street, would be 2.65m from the ground floor deck.
- On the north west boundary to the lane, the pool is proposed to be on the boundary, there is no setback.
- The setback from the north east boundary to the lane, would be 0.85m for the wall extending from the ground floor deck.

The proposed finishes for the building and front fence would be a mixture of timber look aluminium battens, stone veneer, and fine texture cladding in a mix of grey and black.

Following public exhibition of the application the Applicant reviewed representations received and provided a response that include a number of minor changes to mitigate the impacts of the proposed development on the adjoining properties. The proposal would still be a discretionary application requiring assessment in response to the Performance Criteria as provided in more detail below. The planning assessment has been prepared in response to the application as advertised.

The minor changes outlined by the Applicant are considered appropriate to be included as a condition on the permit:

1. Increase the side boundary setback of the first floor lounge room from 1.477m to a minimum of 1.7m.
2. The external wall of the first floor living and dining room adjoining the south west side boundary is to have a length not exceeding 9.3m, and the setback from the south west boundary is to be increased from 2.594m to a minimum of 3.3m. The roof pitch of this part of the building is to fall towards the south east boundary to reduce the height near the adjoining dwelling.
3. The first floor deck is to be revised to have a minimum 3m setback from side boundaries.
4. External screening with a minimum uniform transparency of 25% is to be included on the stairwell, and the north east elevation of the second and first floor decks.
5. Provision of a landscaping plan.
6. The master bedroom on the second floor is to increase the setback from the north west boundary a minimum of 1.4m from the existing alignment.
7. The laundry stairs and retaining wall directly abutting the south west boundary are to be setback a minimum 1.15m setback from the boundary.
8. The height of screening adjacent to the garage/laundry is to be reduced to a maximum height of 1.8m.
9. The eave overhangs on the south west elevation of the garage, laundry and first floor and to be removed

2. LOCATION AND NEIGHBOURHOOD CHARACTER



6 Richards Avenue Newstead (not to scale)

The site is 6 Richards Avenue, Newstead and includes the rear access lane connecting to Lime Avenue and Tulloch Street. The land is in the General Residential Zone and is subject to overlays for Safeguarding of Airports Code, Landslip Hazard Code, and Parking and Sustainable Transport Code. The development lot has an area of 849m² and relies on new services to be connected through the rear lane.

The development site is a fairly rectangular lot with frontage on the southern side to Richards Avenue, with a setback to accommodate the rear lane on the north east boundary. There is an existing four bedroom weatherboard house on the land that was constructed in 1900 and includes some outbuildings on the rear boundary. The site has a moderately steep slope from the street to the back of the lot. There is no existing vehicular access to the site, and existing services are connected at the frontage of the lot.

The site adjoins an existing single dwelling at 8 Richards Avenue on the south west boundary, and single dwellings at 10 and 12 Rupert Street on the north east boundary. The site is in an established residential area that is all in the General Residential Zone, typical development is for single to two storey dwellings with varying scale and bulk.

The rear lane has access to Lime Avenue to the north and Tulloch Street to the west. The lane is used for rear access for a number of the dwellings sharing the boundary, it is quite narrow with a width of around 3m.

3. PLANNING SCHEME REQUIREMENTS

The assessment against the Tasmanian Planning Scheme - Launceston is detailed in Attachment 1.

3.1 Zone Purpose

8.0 General Residential Zone

- 8.1.1 To provide for residential use or development that accommodates a range of dwelling types where full infrastructure services are available or can be provided.
- 8.1.2 To provide for the efficient utilization of available social, transport and other service infrastructure.
- 8.1.3 To provide for non-residential use that:
- (a) primarily serves the local community; and
 - (b) does not cause an unreasonable loss of amenity through scale, intensity, noise, activity outside of business hours, traffic generation and movement, or other off site impacts.
- 8.1.4 To provide for Visitor Accommodation that is compatible with residential character.

Consistent

The proposal is for a single dwelling that is consistent with the purpose of the Zone.

8.4.2 Setbacks and building envelope for all dwellings

The siting and scale of dwellings:

- (a) provides reasonably consistent separation between dwellings and their frontage within a street;
- (b) provides consistency in the apparent scale, bulk, massing and proportion of dwellings;
- (c) provides separation between dwellings on adjoining properties to allow reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space; and
- (d) provides reasonable access to sunlight for existing solar energy installations.

Consistent

The siting and scale of the proposed dwelling is considered to satisfy the objectives as follows:

- (a) The building proposes a frontage setback that complies with the standard.
- (b) The apparent scale, bulk and massing of the proposal is considered to be appropriate.
- (c) The separation between dwellings allows reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space of adjoining dwellings.
- (d) The proposal is considered to provide reasonable access to sunlight for existing solar energy installations.

A1 Unless within a building area on a sealed plan, a dwelling, excluding garages, carports and protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage that is:

- (a) if the frontage is a primary frontage, not less than 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback, from the primary frontage, of any existing dwelling on the site;

- (b) if the frontage is not a primary frontage, not less than 3m, or, if the setback from the frontage is less than 3m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site;
- (c) if for a vacant site and there are existing dwellings on adjoining properties on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontage of the dwellings on the adjoining sites on the same street; or
- (d) if located above a non-residential use at groundfloor level, not less than the setback from the frontage of the ground floor level.

Complies

The frontage setback of the proposed development is 5.6m, complying with the standard.

A2 A garage or carport for a dwelling must have a setback from a primary frontage of not less than:

- (a) 5.5m, or alternatively 1m behind the building line;
- (b) the same as the building line, if a portion of the dwelling gross floor area is located above the garage or carport; or
- (c) 1m, if the existing ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10m from the frontage.

Complies

The proposed garage is setback from the primary frontage 6.8m, complying with the standard.

A3 A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally beyond the building envelope, must:

- (a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by:
 - (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and
 - (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and
- (b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling:
 - (i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or
 - (ii) does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).

Relies on Performance Criteria

- (a) (i) The proposal complies with frontage setbacks.
- (ii) The proposal would exceed the envelope on the north eastern by up to 2m, and the north western corner by up to 2m; with a total building height of 10.5m. The screening around the pool would exceed the envelope by 1.2m. Assessment against the Performance Criteria is required.
- (b) The proposed retaining walls on the south western boundary would be within 1.5m of the boundary and exceed 9m. Assessment against the Performance Criteria is required.

P3 The siting and scale of a dwelling must:

- (a) not cause an unreasonable loss of amenity to adjoining properties, having regard to:
 - (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property;
 - (ii) overshadowing the private open space of a dwelling on an adjoining property;
 - (iii) overshadowing of an adjoining vacant property; and

- (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property;
- (b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and
- (c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on:
 - (i) an adjoining property; or
 - (ii) another dwelling on the same site.

Complies

As detailed in response to the Acceptable Solution the proposed development exceeds the building envelope in a number of places and relies on building works within the permitted setback from the side and rear boundaries. As such the following is an assessment of the proposal in relation to the performance criteria to establish whether it would result in an unreasonable impact to adjoining properties.

The extent of the development that would exceed the building envelope was raised by the majority of representations. In response, the applicant provided a response letter and updated plans, as appended to this report, that includes several minor changes that would reduce the extent of development exceeding the building envelope and address other concerns raised by representors. The minor changes are considered capable of being implemented by condition and would mitigate some of the impacts of the development on adjoining properties.

The following is an assessment of the proposed development in respect to the criteria. The assessment has been made of the plans as they were advertised, with regard to the minor changes recommended by the applicant and described in the Amended Plans condition.

The siting and scale of a dwelling must:

- (a) not cause an unreasonable loss of amenity to adjoining properties, having regard to
 - (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property;

The proposal would result in the partial loss of sunlight to 8 Richards Avenue to kitchen windows on the north west elevation, and to a habitable room midway along the north eastern elevation. The kitchen window would receive sunshine from around 10am and for the rest of the day on the 21 June, which is not considered to be an unreasonable reduction in sunlight.

The habitable room window on the north eastern elevation of 8 Richards Avenue is situated under an overhanging roof and in a corner of the building. 3D Sunshadow models provided with the application illustrate that on the 21 June at 10am the sunlight to the window is limited by both the proposed and existing dwelling at 6 Richards Avenue; at 11am the window would be overshadowed by the proposal, but not the existing dwelling; and at 12pm the direct sunlight is restricted due to the design of the building the window is located. As the window currently receives limited sunlight and other habitable rooms of the building have access to ample sunlight the reduction in sunlight is not considered to result in an unreasonable loss of amenity to the dwelling.

The minor changes recommended would not alter the impacts of overshadowing.

- (ii) *overshadowing the private open space of a dwelling on an adjoining property;*
The proposal would result in overshadowing to the Private Open Space of 8 Richards Avenue and 12 Rupert Street.

In considering the impact to 8 Richards Avenue, there are two decks that would be overshadowed by the proposal. As there is a substantial deck on the north western elevation that will receive minimal overshadowing the impacts are not considered unreasonable.

In considering the impact to 12 Rupert Street, the open spaces are orientated to the south west and the overshadowing would be in the late afternoon only. The impacts from the proposed development are not considered unreasonable as the open space of 12 Rupert Street would still receive in excess of 3 hours of daylight on the 21 June that would not be obscured by the proposed development. Furthermore, the existing trees along the south western edge of 12 Rupert Street would currently contribute to overshadowing of the open space.

- (iii) *overshadowing of an adjoining vacant property; and*
Not Applicable, there are no adjoining vacant properties.
- (iv) *visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property;*

The building would be visible from adjoining properties at 8 Richards Avenue, and 10 and 12 Rupert Street. The proposal when viewed from the street frontage of Richards Avenue appears as a two storey dwelling. The impacts to 8 Richards Avenue and 12 Rupert Street were verified in a site visit.

In considering the impacts to 8 Richards Avenue, the proposed retaining works on the ground floor level near the boundary would be excavated into the ground and would not contribute to visual impact. Those parts of the proposed building that exceed the envelope that would be visible from 8 Richards Avenue are discussed as follows:

- The volume of the proposed building enclosing the First Floor lounge, living and dining areas in the north western corner; this corner would exceed the building envelope by over 2m. This corner would be located around 4.6m to the north west of the alignment with the back elevation of 8 Richards Avenue and is setback 2.594m from the boundary. The existing elevations of 6 and 8 Richards Avenue have considerable scale to accommodate the grade of the site and the gable pitched roof. As such while the corner of the building will be visible from 8 Richards Avenue, it is not considered unreasonable.

The impact of the bulk of the proposed development would be capable of being partially mitigated with a condition to change the angle of the wall on the lounge and have the roof fall towards the boundary. The minor change would align the bulk of the building to be consistent with the existing dwelling at 8 Richards Avenue.

- The roof above the second floor of the proposed building would exceed the building envelope by around 2m. The second floor would have limited impact to the existing dwelling at 8 Richards as it is located towards the north eastern side of the property and is setback 7.2m from the shared boundary.
- The north western corner of the pool shelter would exceed the building envelope by around 1m. Visually the pool shelter would appear as a single storey above the retaining works and would have minimal visual impact. A condition is considered appropriate to provide an additional setback. From the deck of 8 Richards Avenue the pool would be almost completely obscured by existing vegetation.

From 10 and 12 Rupert Street, that part of the proposal that would exceed the building envelope is to a maximum of 10.5m in height on the north east elevation. Development outside the building envelope would include the roof above the second floor and the walls of the second floor bedrooms, and en-suite. The planters and roof on the second floor north east boundary are situated 2.6m from the boundary; the primary bedroom and staircase external wall and deck are 3.2m from the boundary.

In considering the impacts to the existing dwelling at 10 Rupert Street, the proposed development would be partially obscured and separated from the private open space by the existing outbuilding in the south west corner. The floor plan layout of the dwelling 10 Rupert Street means that there would be limited impact to habitable rooms from the proposed dwelling.

Conditions on the permit to screen the second floor deck, increase the setback of the master bedroom from the boundary, and to increase the setback of the first floor deck from the boundary are considered appropriate to mitigate some of the impacts of the proposed development.

In considering the impact to the existing dwelling at 12 Rupert Street, the dwelling is in excess of 12.5m from the boundary with the Subject Site, as such the proposal is considered to have limited impact on the habitable rooms of the dwelling.

The open space of the dwelling at 12 Rupert Street is lower than the Subject Site, and is orientated towards the north east elevation of the proposed development. The proposed north east elevation of the proposal would be 25m in length and exceed two to three storey in height, the elevation is proposed to be articulated with varying setbacks, materials and visual elements.

There are a number of established trees between the dwelling at 12 Rupert Street and the boundary with 6 Richards Avenue that would obscure much of the proposed development. While the development would be visible from the private open space of 12 Rupert Street, the visual impacts are not considered to be unreasonable.

- (b) *provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and*

The proposed setback for retaining walls to the boundary with 8 Richards Avenue and for the swimming pool would encroach within the 1.5m side and boundary setbacks. The proposed setback to the boundary with 10 and 12 Rupert Street would be 2.5m.

The existing setbacks of established properties in the area, is for buildings to be setback between 0-1.5m to the side boundary and outbuildings built to the rear boundary. The existing dwelling on the site and 8 Richards Avenue are built to the boundary.

The side setback of the proposal to the boundary with 8 Richards would result in an increase from the existing setback.

The rear setback of the proposal to the lane would be consistent with outbuildings being built to the boundary.

The proposed setback to the adjoining dwellings at 10 and 12 Rupert Street, exceeds the permitted setback requirements setbacks.

The proposed setbacks are considered to be consistent with those established in the area.

- (c) *not cause an unreasonable reduction in sunlight to an existing solar energy installation on:*

- (i) *an adjoining property; or*

The proposed development would result in overshadowing of the existing solar energy installations on the roof of 8 Richards Avenue. The sun shadow diagrams provided show the loss of sunlight to be between 9am and 11am on the 21 June, however they will still receive solar access for in excess of 3 hours on this day and the impact is not considered unreasonable.

Sun shadow diagrams were provided as part of a representation that demonstrate that the installations would begin to have partial sunlight from 9am on June 21. These diagrams support the finding above that while the proposal would result in overshadowing of the installation, the extent is not considered to be unreasonable.

- (ii) *another dwelling on the same site.*

Not applicable.

In consideration of the Performance Criteria above, the scale and siting of the proposed development is not considered to result in an unreasonable impact on the adjoining properties.

The Applicant has offered to make several minor changes to mitigate some of the impacts of the proposed development. It is considered appropriate that conditions are included on the permit for amended plans to implement minor changes as suggested by the Applicant.

Therefore, the proposal is considered to have satisfied the Performance Criteria.

8.4.7 Frontage fences for all dwellings

The height and transparency of frontage fences:

- (a) provides adequate privacy and security for residents;
- (b) allows the potential for mutual passive surveillance between the road and the dwelling; and
- (c) is reasonably consistent with that on adjoining properties.

Consistent

The height and transparency of the proposed frontage fence would provide adequate privacy and security for residents, allows for passive surveillance and is reasonably consistent with the height and transparency of fences on the street.

A1 No Acceptable Solution

Relies on Performance Criteria

The proposed front fence does not meet the exemption of 4.6.3, which requires fencing above 1.2m in height to have a uniform transparency of 30%. The fence would have a height of 2.1m and a mix of materials. The application is required to be assessed against the Performance Criteria.

P1 A fence (including a free-standing wall) for a dwelling within 4.5m of a frontage must:

- (a) provide for security and privacy while allowing for passive surveillance of the road; and
- (b) be compatible with the height and transparency of fences in the street, having regard to:
 - (i) the topography of the site; and
 - (ii) traffic volumes on the adjoining road.

Complies

The proposal includes a fence that has a height 1.0m on the west corner and increases to 2.1m to the east with the fall of the land along the boundary. The fence would be constructed with a mix of stone veneer and timber look - alum battens. The performance criteria are considered as follows:

- (a) The proposed fence provides security and privacy for the dwelling, while allowing the residents to look through battens in the gate and parts of the fence to achieve passive surveillance of the street.
- (b) The height and transparency of the fence would be generally compatible with other existing fences in the street, where there are several solid fences. Furthermore, the fence includes:
 - (i) heights to match the adjoining fences.
 - (ii) Richards Avenue is not a high volume traffic road.

The proposed fence complies with the Performance Criteria.

4. REFERRALS

REFERRAL	COMMENTS
INTERNAL	
Infrastructure and Assets	Conditions recommended.
Environmental Health	Conditions recommended.
Heritage/Urban Design	N/A
Building and Plumbing	Standard notes recommended for the permit.
EXTERNAL	
TasWater	Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA 2025/00964-LCC.
State Growth	N/A
TasFire	N/A
Tas Heritage Council	N/A
Crown Land	N/A
TasRail	N/A
EPA	N/A
Aurora	N/A

5. REPRESENTATIONS

Pursuant to Section 57 of the Land Use Planning and Approvals Act 1993, the application was advertised for a 14 day period from 20 September 2025 to 6 October 2025. Eight (8) representations were received. The issues raised are summarised in the following table. Whilst the summary attempts to capture the essence of each issue raised it should be read in conjunction with the representations received which are attached to this report.

Comment - Building Envelope
Excessive height and bulk . The proposal fails to protect amenity and disregards established development patterns in East Launceston and Newstead area. Visual dominance impacting on amenity, the black colour of the building.
Response
<i>The size of the building was a concern to the majority of representations. The height and bulk of development is addressed through the General Residential Zone development standards '8.4.2 Setbacks and building envelope for all dwellings'. A detail response to the standard has been provided in this report. In the applicant's response to the representations some minor changes have been made to the proposal to mitigate impacts on the residential amenity of adjoining properties.</i>
Comment - Neighbourhood Character
The proposed three-storey building is inconsistent with the character of the area and the intent of the zone. The black colour is unreasonable. All adjoining neighbours are single storey.
Response
<i>The height of the development and neighbourhood character was a concern in the majority of representations. The height of development is addressed through the General Residential Zone development standard '8.4.2 Setbacks and building envelope for all dwellings'. A detail response to the standard has been provided in this report. In the applicant's response to the representations some minor changes have been made to the</i>

proposal to mitigate impacts on the residential amenity of adjoining properties. The standards of the General Residential Zone do not allow for consideration of neighbourhood character or the colour of the development, but rather focuses on the impacts on residential amenity.

Comment - Inadequate setbacks

The proposed 1.477m setback is inconsistent with the established pattern in the area.

Response

Several representations were concerned with the setbacks of the proposed development. The setbacks of development is addressed through the General Residential Zone development standard '8.4.2 Setbacks and building envelope for all dwellings'. A detail response to the standard has been provided in this report. In the applicant's response to the representations some minor changes have been made to the proposed setbacks to mitigate impacts on the residential amenity of adjoining properties.

Comment - Amenity Impacts

Amenity impacts from overshadowing and sunlight loss, loss of privacy and loss of open space and safety.

Response

Several representations were concerned with the amenity impacts of the proposed development. The amenity impacts of development is addressed through the General Residential Zone development standards '8.4.2 Setbacks and building envelope for all dwellings P3' and '8.4.3 Site coverage and private open space for all dwellings'. A detail response to the standard has been provided in this report. In the applicant's response to the representations some minor changes have been made to the proposed setbacks to mitigate impacts on the residential amenity of adjoining dwellings.

Comment - Amenity Impacts

Amenity impacts from loss of privacy, insufficient information is provided on the north and north-east views of the proposal.

Response

Several representations were concerned with the amenity impacts of the proposed development. The amenity impacts of development is addressed through the General Residential Zone development standards '8.4.2 Setbacks and building envelope for all dwellings P3', and '8.4.3 Site coverage and private open space for all dwellings'. A detail response to the standard has been provided in this report. In the applicant's response to the representations some minor changes have been made to mitigate the potential impacts to the amenity of adjoining dwellings.

Comment - Overshadowing

Overshadowing and loss of solar access for existing solar energy installation. Concerns were raised that analysis is insufficient and that there will be significant loss of daylight from the development. Additional sun shadow diagrams have been provided by the representor.

Response

The overshadowing impacts of development is addressed through the General Residential Zone development standards '8.4.2 Setbacks and building envelope for all dwellings P3'. A detail response to the standard has been provided in this report.

Comment

Amenity impacts from open space and safety. Proposal does not provide detail of proposed fencing, where there is an existing 1.6-2.1m fence on the eastern boundary.

Response

Boundary fencing is a civil matter addressed through the Boundary Fences Act 1908 and is not a matter to be assessed through the planning scheme.

Comment - Amenity Impacts

Amenity impacts from loss of privacy

Response

The privacy impacts of development is addressed through the General Residential Zone development standards '8.4.6 Privacy for all dwellings'. A detail response to the standard has been provided in this report. In the applicant's response to the representations some minor changes have been made to mitigate the potential impacts to the amenity of adjoining dwellings.

Comment - Visual Impact

Visual impact of the development, insufficient information is provided on the north and north-east views of the proposal.

Response

The visual impact of development is addressed through the General Residential Zone development standards '8.4.2 Setbacks and building envelope for all dwellings'. A detail response to the standard has been provided in this report. In the applicant's response to the representations some minor changes have been made to the proposal to mitigate the visual impacts on the residential amenity of adjoining properties.

Comment - Construction Impacts

Construction impacts during a two year construction timeframe, including removal of debris and demolition, heavy vehicles in the lane, and rodent migration.

Response

This is not a planning related matter, however advice will be provided on the permit in relation to the construction hours and impacts on neighbouring properties as required by regulations.

Comment - Asbestos in the rear shed.

Response

Demolition conditions will be included on the permit that asbestos removal occurs in accordance with regulations.

Comment - Construction works

Groundworks and piling and their construction impacts on adjoining buildings.

Response

This is not a planning matter, however construction will be required not to impact on adjoining properties.

Comment - Insufficient information

Insufficient information to assess the application result in an incomplete, inaccurate and misleading application. Information that is insufficient includes: overshadowing analysis demolition of the rear shed, groundworks and piling, drainage and runoff, visual impact, vegetation screening, privacy photos, fencing, street front impact, site coverage.

Response <i>Not all matters raised are relevant or required by a planning assessment. Those matters that relate to specific planning standards have been expanded on elsewhere in this table.</i>
Comment - Site Coverage Site coverage fails to include outbuildings.
Response <i>No roofed outbuildings are proposed that require consideration.</i>
Comment - Precedence for substantial development in the area Dangerous precedent for development in the East Launceston/ Newstead area by allowing substantial development in a predominantly single-storey suburban setting, and risks normalising excessive bulk and height.
Response <i>The height and bulk of development is assessed through the General Residential Zone development standard '8.4.2 Setbacks and building envelope for all dwellings'. A detail response to the standards has been provided. Any future use and development will be required to be assessed with respect to the standards applicable at the time an application is made.</i>

6. CONCLUSION

Subject to the recommended conditions, it is considered that the proposal complies with the Scheme and it is appropriate to recommend for approval.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The Tasmanian Planning Scheme - Launceston contains provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such the economic, environmental and social impacts have been considered.

STRATEGIC DOCUMENT REFERENCE:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader Community Assets and Design have no interests to declare in this matter.

ATTACHMENTS:

1. DA0335/2025 6 Richards Avenue Newstead - Planning Scheme Assessment [11.1.1 - 12 pages]
2. DA0335/2025 - 6 Richards Avenue Newstead - Tas Water SPAN [11.1.2 - 4 pages]
3. DA 0335.2025 - 6 Richards Avenue Newsted - Plans to be endorsed [11.1.3 - 23 pages]
4. DA0335/2025 - 6 Richards Avenue Newstead - Amended plans [11.1.4 - 36 pages]
5. DA0335/2025 - 6 Richards Avenue Newstead - Applicant response letter to representations [11.1.5 - 6 pages]

12. ANNOUNCEMENTS BY THE MAYOR

12.1. Mayor's Announcements

FILE NO: SF2375

Acting Mayor - Councillor Hugh McKenzie

Sunday 16 November 2025

- Attended Alpha Company End of Year Parade, Launceston

Mayor - Councillor Matthew Garwood

Wednesday 19 November 2025

- Officiated Grade 5/6 Trevallyn Primary School, Mock Council meeting and Town Hall Tour, Launceston
- Attended LGAT- President's Welcome Function Hobart

Thursday 20 November 2025

- Attended LGAT General Meeting and Annual Conference, Hobart
- Attended LGAT Conference Awards for Excellence and the Outstanding Service Awards, Hobart

Friday 21 November 2025

- Met with Cricket Tasmania, Hobart
- Attended LGAT General Meeting and Annual Conference, Hobart

Saturday 22 November 2025

- Participated in Northern Motorcycle Riders Awareness Day, Perth Tasmania

Sunday 23 November 2025

- Officiated Sallys Ride - Family Ride, Launceston

Monday 24 November 2025

- Participated in Walk and Talk Community Together - The Missing Link project, Launceston
- Officiated City of Launceston Senior Leadership Team Celebration: Diploma in Local Government Recognition Lunch, Launceston.
- Attended meeting with Premier Jeremy Rockcliff and Errol Stewart, Launceston.

Tuesday 25 November 2025

- Attended meeting with Cecily Rosel MP, online.

Wednesday 26 November 2025

- Media event - Deck the Malls
- Attended YLOT School Buddies Launceston Official launch - Northern Support School, Launceston
- Attended Launceston College's Dance Fever 2025 - "Fearless", Launceston

Thursday 27 November 2025

- Attended Big Tassie Walk Thank You event, St Lukes Wellness Centre, Launceston

Friday 28 November 2025

- Officiated Civic Reception 50th anniversary of Epilepsy Tasmania, Launceston

Saturday 29 November 2025

- Officiated Launceston F45 10-year Celebration, Launceston
- Officiated Lighting of the Christmas Tree event, Launceston

Monday 1 December 2025

- Met with Kings Meadows High School and AFL Tas, Kings Meadows
- Officiated Civic Reception 90th anniversary of Launceston Male Choir, Launceston
- Officiated City of Launceston 10 Year Strategic Plan Launch, Launceston

Wednesday 3 December 2025

- Officiated Grade 4 Sacred Heart Primary School, Mock Council meeting and Town Hall Tour, Launceston
- Media event - Foo Fighters
- Met with McDermotts Coaches, Launceston
- ABC Northern Tasmania, Drive - Live on Location, Launceston
- Attended Kim Roe - The Lion, The Witch and The Wardrobe, Launceston

Thursday 4 December 2025

- Council Workshop, Launceston
 - ABC Radio, Nationwide News
 - ABC Radio National, Breakfast
 - Media event - JackJumpers / Jewels
 - Officiated City of Launceston AGM, Launceston
-

13.1. 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.)

13.2. Councillor S Cai - Report - Ikeda Visit - 29 October to 2 November 2025

FILE NO: SF3168

AUTHOR: Councillor S Cai

RECOMMENDATION:

That Council:

1. receives Councillor S Cai's Report on the Ikeda Visit from 29 October 2025 to 2 November 2025.
-

REPORT:

28 October 2025

On arrival, Mayor Takizawa, chairperson Masanori Nakata and Ikeda Councillors welcomed us as we landed in Osaka.

They led us out to the bus, where we were taken to our hotel.

29 October 2025

We were picked up from our hotel at 7:45.

First stop was the Ikeda Fire Station.

They value Launceston, their sister city, so much that all their fire trucks have wombats on them.

We met the firefighters and were given a demonstration with fire trucks and sirens.

After that, we were taken to Ikeda Town Hall, where we were welcomed outside the town hall by a Japanese drum group called Kaze.

This magnificent performance was outstanding, attracting local bystanders while also capturing our full attention.

We were then led into their town hall with all their officers waiting and welcoming us through.

It was breathtaking how much effort was put into this welcome.

We then went to the Ikeda City Council Chamber for the Commemorative Ceremony, where Mayor Garwood made his speech in Japanese and Mayor Takizawa made her speech in English.

Photos were taken, and we all got a chance to experience sitting in the Speakers seat.

Lunch today was a truly memorable experience, featuring an exceptional traditional *Washoku* meal that showcased the authentic flavours and cultural richness of the local cuisine.

Following lunch, the two Sister Cities participated in an informal gift exchange, after which we were given a wonderfully informative 3 hour presentation highlighting the facilities and providing an insightful overview of the local administration. The briefing was led by Mayor Takizawa, Deputy Mayor Kenji Ishida—who oversees the Education Department—and Deputy Mayor Kenji Temukai, who is responsible for all remaining administrative areas. As Mayor Takizawa said, “*her two deputy mayors are like Sam (CEO) to Matthew (Mayor)*”.

During the presentation presented by the Ikeda Deputy Mayor’s the following stood out to me:

- Childcare Support
 - Consultation desk for children under 18 years old
 - Egg freezing cost subsidy
- Education
 - making school lunches free and improving their content
 - doing lunchtime students serve themselves and eat the same meals together in the classroom through this shared experience. Students learned about nutrition and hygiene and appreciate food while also developing the foundation of food Education through the joy of eating together.
 - Daily cleaning activities are carried out by the students themselves by cleaning their own school, students learn through experiencing the meaning of assigned roles and the meaning of work and pride in their environment.
- Development of Public facilities
- Multi-Generational exchange facility

We then embarked on a comprehensive tour of the Ikeda Town Hall, visiting each level and learning about the range of departments that support the community. These included:

- Human Rights, Culture and International Exchange Division
- City Promotion Division
- Inspection and Guidance Division
- Greenery and Agriculture Administration Division
- Agriculture Commission Office
- Civil Engineering Management Division
- Transportation and Roads Division
- Social Education Division
- Community Education Division
- School Education Promotion Division
- Education Personnel Division
- Educational Policy Planning Division
- School Management and General Affairs Division
- Educational Facilities Management Division
- Crisis Management Division
- Day Nursery Division
- Health Promotion Division
- Administration Management Division
- Child-Rearing Support Division
- Child Development Support Division

In the Evening, they held a Welcome reception at the Chamber of Commerce for us. The reception was equally impressive, showcasing their generosity and attention to detail.

After all the ceremonial speeches were exchanged, we socialised with everyone in the room. They had made sure there were plenty of translators, so communication was not an issue.

There was food, music and dancing performances, and they had significant personal pre-recorded material to play on the stage so they could still socialise while what they wanted to say was being played on a large screen on the stage.

At the end of our first fulfilling day, we were graciously dropped back to our hotel around 8:30 pm, feeling enriched and grateful for the information and experience shared today.

30 October 2025

We went to visit the Satsukiyama Zoo, which is still under construction, so no public was allowed.

They have actually built Wonderful Habitats & homes for the wombats.

Currently, they have 5 wombats, 3 existing and 2 new ones that Trowunna Wildlife Sanctuary had recently flown over.

The 3 wombats all have two names: the oldest wombat Wyne is also known as Wine, Yuki (meaning snow because she has one white paw) is also called Lucky; and Fuku is also known as Hector.

While we were there, the 2 new wombats were in the middle of a public poll to decide their names.

Ikeda Celebrates the wombats with their own Day on the 19th of October. This started in 2022 to coincide with world wombat day. Satsukiyama Zoo is planned to be reopened to the public in 2027.

After lunch, we went back to the town hall to observe their City Council's general affairs committee meeting.

At first, we were just watching but could not understand a word they were saying, then one of their Councillors thoughtfully downloaded a translating app for us that would translate in real time in English as it captures what the speakers were saying in Japanese.

Their meeting consisted of:

- Subsidy projects
- Additional grant amounts
- Final inspection of the house of Councillor
- Administrative projects and questions regarding the Japan International Expo Child Invitational project, and
- Public facility integration management promotion project.

After that, we went to the Cup Noodle Museum. On the way, we were shown all the different manhole cover designs, and these particular ones were based on the 4 different seasons.

A retelling of the Cup Noodle museum information follows:

"CUPNOODLES MUSEUM

There is no such things as "too late" in life. Failure does not provide us with the key to success. An idea that cannot be commercialised is nothing more than a whim. The entrepreneurial spirit means creating something from nothing. Be meticulous, yet bold. Tenacity is the breeding ground for inspiration. You should develop the habit of thinking up new ideas day and night. Think, think and think again. Always look around you with a great deal of curiosity. Incomplete knowledge keeps you away from the essence of things. Only a layman can come up with an idea that transcends the bounds of common sense. Show me wisdom rather than knowledge. Initiate the change instead of following the changing times. Forget about your knowledge and experiences and start from scratch. Never fall into complacence. There is always something beyond you to aim for. Willingness to change is nothing to be ashamed of but rather is proof of flexibility. Do not indulge in self-praise. Always let a third party be the judge. Do what others will not. Turn work into play. Don't come up with excuses when you fail. Time is life. The origin of every activity of humankind is related to food. Human beings are noodle beings."

The Ikeda Cup Noodle Museum where we were given a personal tour by their Director, where we got to design our own cup noodle (both the design of the cup and our own personalized flavor) showcases the history and creativity behind Momofuku Ando's iconic Cup Noodle, featuring interactive exhibits, a timeline of noodle innovation, and even the chance to design your own custom cup. It is a fun, colourful and uniquely Japanese experience that highlights how a simple idea transformed global food culture. The Instant noodle tunnel at the museum currently has over 800 Different noodle packages on display.

31 October 2025

Today's heavy rain made visibility from the bus a little challenging, but it certainly did not dampen the value of our visits.

Our first stop was Daihatsu Motor Co., where we received an informative and engaging presentation from Vice President Hiromasa Hoshika and Fusao Torisu, General Manager of the General Affairs Division. They shared the "history of cars that built the history of Daihatsu," an overview of the company, and their corporate philosophy of *"staying close to our customers and enriching their lives."* We also learned about their ongoing work and commitments around carbon neutrality. Following the presentation, we toured the Copen Factory, donning wombat-themed helmets before stepping onto the assembly line to observe each stage of production, right through to the final quality control checks.

The second part of the day took us to Ikeda's Hosogo Compulsory Education School, where we were warmly welcomed by enthusiastic students and teachers. After changing into indoor shoes, we were greeted with performances including dancing, storytelling, and demonstrations of traditional Japanese toys and games. We then joined a classroom session where students taught us Japanese calligraphy. The school students worked so hard to communicate with us in English, sharing their stories. Lunch in the school hall was a wonderful cultural experience—sharing the same meal as the students, including

Tempura fish, pickled vegetables, curried potatoes with rice, yogurt or milk, and a small fruit jelly. After lunch, we were treated to a performance by the school band. Our visit ended with a heartfelt farewell, walking through two lines of students forming an enthusiastic “tunnel” of raised hands. Even when we were outside, they still waved us off with big smiles. Just think if we started a student exchange how many children could be touched by each other's life experiences.

Our final visit was to the Toyosu Factory, home to the original rice cracker manufacturer founded in 1902. After an initial presentation, we were taken on a private tour, not open to the public. Strict hygiene procedures were followed, including shoe covers, masks, hair nets, white gowns, vacuuming, lint rolling, hand washing, sanitising, and passing through an air-sealed chamber. Inside, we observed the full process—from making and seasoning the crackers to packaging, quality control, and gift wrapping. Their commitment to freshness means no preservatives are used, and the quality speaks for itself. Before we left we were given the opportunity to sample some of these delicious treats.

Overall, today's visits highlighted Ikeda's pride in its products and its hope that we can help share and promote them back in Launceston with the same passion they have shown for our wombats, they have a wonderful wombat theme spread all around their city.

There is genuine potential for meaningful economic and cultural exchange—promoting Ikeda's local products while they, in turn, champion Launceston's offerings such as Boag's Beer, Waverley Woollen Mills goods, and produce from our orchards, including apples, cherries, and blueberries.

1 November 2025

Today began with a wonderful cultural immersion at Chaboen on Sakaemachi Shopping Street, where we enjoyed an unforgettable kimono experience. This was followed by a traditional lunch and a traditional tea ceremony at the Ichizo Kobayashi Memorial Hall. We then captured some joyful memories with commemorative photos at Ikeda Castle Park. Everyone looked incredible in their kimonos—especially little Billie, whose custom-made kimono was particularly special, as sizes that small are rarely available. After changing out of our kimonos, the generous owner surprised us with thoughtful gifts before we continued on to Tsunagarie Ishibashi for a tour of their cultural facilities, including the library, diversity centre, and parenting support program. We ended the day with a delightful sushi dinner at Yasubei.

During our walk to Ikeda Castle Park, I had productive conversations with local Councillors and the Chairperson regarding their bicycle parking system. The first two hours are free, followed by a fee of ¥300 (approximately \$3) for up to three hours. We also discussed Ikeda's waste management practices, which are exceptionally well-organised:

- Yellow bags for burnables
- Green for non-burnables
- Clear for plastics
- Pink for volunteer rubbish collection
- (Garden waste is collected separately, though I did not catch the colour used)

Collection schedules vary by area, but generally include burnables on Tuesdays and Fridays, cans and bottles on the second and fourth Wednesday, and plastics on the first and third Wednesday.

Their recycling system is exemplary, and I believe there is much we could learn from Ikeda. Improving community education around waste separation and recycling could significantly help us reduce landfill and better manage our environmental footprint.

2 November 2025

Today marks the conclusion of the Launceston City Council delegation trip to Ikeda, Japan, and I leave with a profound sense of gratitude for this remarkable experience.

It was a truly touching moment to be farewelled by Mayor Takizawa, Chairperson Nakata, and fellow Councillors as our visit came to an end. This entire journey has been extraordinary, filled with learning, connection, and genuine friendship.

Our week has been packed with invaluable insights and memorable experiences that have broadened our perspectives. Those of us returning home will carry with us new knowledge and diverse viewpoints that will help us continue to grow and strengthen our community in Launceston.

A heartfelt thank you to our friends in Ikeda for their warmth, generosity, and exceptional hospitality. The sister city relationship between Ikeda and Launceston is truly something special. I am especially grateful to those who supported me personally, offering kindness and assistance even beyond the formal delegation:

- Mayor Tomoko Takizawa
- Chairperson Masanori Nakata
- Councillor Keiko Kimago Sonobe
- Machi Shida
- Kameda Chiaki (Chucky)
- And many others

When I first arrived in Ikeda, I was immediately struck by Osaka's beautifully decorated manhole covers. Throughout the prefecture, everyday infrastructure is transformed into vibrant works of art, featuring colourful depictions of local landmarks and cultural icons. Each design tells a story beneath our feet, enriching the streetscape with charm, creativity, and civic pride.

Given their much higher population compared to Launceston, they have much less traffic congestion, thanks largely to their Transit Systems, with train systems carrying up to 13 carriages at peak moving so many people every 5 minutes.

My time in Ikeda highlighted the community's deep respect for both public and private property. Vandalism and graffiti are rare, and children are raised to take pride in caring for their schools, homes, and shared spaces. Despite the limited number of public rubbish bins, the streets remain spotless—a testament to their strong culture of personal responsibility and community respect. It raises an important question for us: how can we encourage a similar shift in perspective within our own community?

ATTACHMENTS:

Nil

13.3. Councillor T G Walker - Report - Ikeda Visit - 29 October to 2 November 2025

FILE NO: SF3168

AUTHOR: Councillor T G Walker

RECOMMENDATION:

That Council:

1. receives Councillor T G Walker's Report on the Ikeda Visit from 29 October 2025 to 2 November 2025.
-

REPORT:

It has been an honour to represent the City of Launceston on the delegation celebrating the 60th anniversary of the Ikeda Launceston sister city relationship. While the relationship has risen and ebbed over this time, it is clear that it remains an important link to our collective histories and futures. My anticipation is that this visit will be the beginning of a consolidation of the benefits that can flow from a consistent approach. The opportunities for collaboration with Ikeda are further increased when Launceston is made aware of the enthusiasm by which our sister city views the relationship, something that is hopefully expounded in the report below.

2025 Ikeda Delegation

I took the opportunity to begin my visit to Japan a week earlier than the official delegation. This afforded a chance to absorb some of Japanese culture and practice before meeting with Ikeda. A few things become obvious quickly. Civic engagement and respect are embedded through an environmental consciousness and general desire for harmony. A distinct lack of self entitlement means parents feel safe to ride their bikes with children on busy streets, commuters make way for each other on trains, and people generally don't eat, drink, or talk loudly to each other or on phones in public. These are not written rules, just the everyday behaviour that is considered a normal part of Japanese life.

It is natural when we visit another culture to make comparisons with our own community, and sense a desire to take the good things we see and transplant them home. In Japan, for example, public rubbish bins are generally absent, with individuals taking their own rubbish with them, or simply not generating it in the first place.

If we attempted to do this in Launceston, it might be impossible to ever get such a broad consensus. What could we take from this example? Could we consider some areas as 'bin free', and ask people to take care of their own rubbish?

I spent a few days in Tokyo, and then a few more wandering through the regions on my way to Ikeda. In all I caught five regional trains on my way to Ikeda, located just on the northern outskirts of Osaka. The train system is efficient, prompt and so convenient for locals and tourists alike, and also integrated with buses where needed. Regional Japan is generally less affluent, although agriculture is prolific, and there is an endless amount of manufacturing buildings in all but the more isolated regions. There is no shortage of magnificent natural beauty, and an abundance of cultural and social traditions. I stayed in

a traditional Japanese onsen and hotels, While often no one spoke English, I was afforded friendly and welcoming experiences. By the time I arrived at Osaka for the beginning of our official Ikeda visit, I had a growing appreciation of the respectful and generous ways of the community.

Day One - Official Welcome and Briefing 29.10.25

It would be great to show Launceston the greeting we received at the steps of Ikeda Town Hall. I don't think anyone was expecting 500 or so council staff and community members, replete with taiko drummers, that made us feel incredibly welcome and appreciated. This, followed by an official ceremony in the council chamber, left no doubt about the significance of the relationship we have with Ikeda. We were given briefings on the chamber, and later, administrative briefings on council, education, and infrastructure responsibilities. I would have liked longer and more detailed opportunities to delve into many of the aspects of this side of council workings, but that would take much longer and focussed sessions.

Similarly, the Chamber of Commerce reception that evening was wonderful, but felt like not enough time to talk to the hundreds of people who attended. Those I did speak with were engaged and interested in learning all they could. This day was also the beginning of many and varied lunches and dinners that overwhelmed with culinary delights. The potential for connections regarding our respective food cultures has not yet been discussed, but I can see opportunities for a chef exchange, or a primary produce exposition at some point in the future.

Day Two - Wombats and Noodles 30/10/25

Being a long time friend of Androo Kelly from Trowanna Wildlife Park, I was highly anticipating our visit to the wombats that have become a symbol of the municipality of Ikeda. Androo has overseen Ikeda's wombat program, and has visited many times. Ikeda is currently improving the wombat enclosures, and it was heartening to see that they were spending significant money on the project. Previously, it had been reported that the enclosures were in need of this work. I think there are many opportunities for Launceston to become more involved in this program, and to reassess our role in the ongoing faunal exchange. I would welcome inviting Androo to address a Launceston Council workshop in the near future, seeking an understanding of what we can contribute to build this relationship.

A visit to the Cup Of Noodles Museum gave some insight into local manufacturing history and pride, and how products have evolved to continue producing today. The interactive displays and engagement were a highlight, and the museum is obviously well patronised and very successful. This also tied into the Toyosu rice cracker factory visit the next day, showing a local working factory that continues to manufacture in the region.

Day Three - Toyosu and Daihatsu, Hosogo School 31/10/25

Two local working manufacturers of very different products provided a marked contrast. On the one hand, the Toyosu cracker factory was an efficient, if somewhat aged facility, with their 'beginning to end' process relying on twenty year old machinery, employing dozens of people in tasks that could possibly be automated in the future.

The Daihatsu factory showed clearly what modern robotic and automated manufacturing looks like, with a production line of small sports cars on clear display. This type of local industry is the type of manufacturing that has evolved and innovated to continue providing employment and income in the region, and it is clear that the company also contribute to the community in charitable ways. It would be interesting to learn the Ikeda Councils role in any incentives or ongoing support that is offered to the manufacturing sector, or whether it is an Osaka Prefecture, or national government role in ensuring productivity.

The visit to Hosogo Compulsory Education School was a highlight of the day, with enthusiastic students and teachers keen to interact and display their talents. While education is a central role for Ikeda Council, we don't have the same level of involvement in Launceston. That is not to say that we should not consider our role in supporting our children and schools in ways, and certainly facilitate the opportunity to make ongoing connections between Launceston schools and those in Ikeda. This is a big opportunity that I know a number of councillors are excited about.

Day Four - Kimonos and Castles 01/11/25

Largely a day to appreciate cultural tradition and Ikeda history, councillors were dressed in kimonos and toured the Ikeda Castle Park, also experiencing a tea ceremony. It all goes toward the hospitality and generosity of the community, that we were treated to personal and insightful experiences on our last full day in Ikeda.

It is hard to convey the level of hospitality that we experienced from day one until the moment we were farewelled at the train station on day five. It was not just the events, the food, or the friendliness. It was the overall atmosphere of genuine enthusiasm and warmth that will leave a lasting impression upon me.

Conclusions

There are many, many opportunities that I would like to follow up, knowing that we have an enthusiastic community in Ikeda that will respond accordingly at the right time. What is most important now is that councillors in Launceston get an opportunity to develop ideas and build relationships with our counterparts. It will be better that we continue by doing some things well, rather than trying to do everything at once.

We must begin by creating opportunities for our respective communities to connect, whether that be students, chefs, producers, environmental pursuits educators, tourism, or general citizens who have an interest in being involved.

Ultimately, Launceston could have a more permanent presence in Ikeda, and vice versa, and opportunities could be facilitated by the councils.

There are many simple things that can also be done to acknowledge the importance of our relationship on a daily level. Apart from a more active online connection, some improved signage, symbols and stationery could all be considered as ways to acknowledge our sister city. Launceston Council must also address its relationship with its other sister cities, with some further decisions to be made regarding their future. Should we choose to focus primarily upon our oldest relationship, and what significance should we place upon our other sister city relationships?

The inclusion of former exchange student Peter Stackhouse in the official group was an invaluable addition, providing awareness of previous work and continuity, and showing a genuine respect for the relationship with Ikeda. I would suggest a series of workshops and community events for Launceston Council in the new year, leading to a clear resolution to the path forward. These questions and steps forward need to be discussed and resolved with some urgency, as it is clear that Launceston has taken some of this for granted in a way that Ikeda has shown us that does not need to be the case. Thank you Ikeda, and thank you to the City of Launceston.

ATTACHMENTS:

1. Ikeda Report Tim Walker [**13.3.1** - 5 pages]

13.4. Councillor A G Harris - Report - Ikeda Visit - 29 October to 2 November 2025

FILE NO: SF3168

AUTHOR: Councillor A G Harris

RECOMMENDATION:

That Council:

1. receives Councillor A G Harris' Report on the Ikeda Visit from 29 October 2025 to 2 November 2025.
-

REPORT:

Councillor Alan Harris:

I present my thoughts after our visit to our sister city Ikeda in Japan 28th October to 2 November 2025. I'm assuming that the reader has read at least one of my fellow Councillor's reports that provide an excellent day by day commentary on what we did whilst visiting Ikeda, so I won't repeat those but I do provide a summary of my thoughts, observations and interactions during the week-long visit.



Flying into Tokyo and then Osaka, we saw the enormous growth of the city's infrastructure as land supply is limited due to topography. One example of the value of land was that the runway at Tokyo airport was build on a manmade island built into the harbour, effectively connected to the land by a bridge out over the harbour's water.



Power and telecommunications cable infrastructure is mostly provided as aerial, (hanging off poles) rather than being underground as is often the case here in Tasmania. When queried, it is done due the large number of natural disasters they experience as it makes it easier to identify where faults are and to rectify them more quickly. It says a lot about the threat of natural disasters that Japan faces compared to Tasmania and the reduced maintenance costs of underground infrastructure.



Bike riding is very common in Japan, no helmets, bike are just a regular form for transport and cyclists and car drivers giving way to pedestrians. Bike parking is extremely well utilized including some multi-level parking tucked in every nook and cranny. Some bikes seemed to be left unlocked but rear wheel frame locks are common, some bike racks offered a lock on the front wheel. Some bike parking spots are chargeable by the hour or day.



Small K Cars (less than 3.4M long and less than 2M high) are very popular. Off street parking is very difficult around the city for residents due to narrow streets and the value of land, some property's resort to multistory "vehicle stackers" to maximize the available space for parking.



Trains were clean, run on time and are easy to use and it was very easy to navigate the system to get around Osaka, just follow the appropriate coloured line! Bullet trains for intercity travel were brilliant to see the countryside from up close. Lots of tunnels through mountains rather than rail lines attempting to climb up over the hills made high speed train travel possible.



Local streets don't have a lot of car traffic, lots of bikes, riders not wearing helmets, small motorbikes and motor scooters ridden by all ages, including the elderly. Cars always seem to give way to pedestrians and cyclists on local streets.

Arterial roads often have bike paths or wide footpaths for cyclists and there were no cyclists on highways and toll roads. I didn't think I saw a "recreational cyclist" wearing a helmet and lycra during the week we spent in Ikeda and Osaka. Train travel and cycling are extremely popular as the best way for residents to move about the city without facing vehicle parking issues.

Firefighting services provided by local Council rather than the Prefecture (State). Well equipped, large fire tenders use LPG to power motors rather than diesel or battery/electricity.



A few buildings have on-roof solar systems, but nowhere near as much as in Australia. I saw no evidence of wind turbines as Japan relies on natural gas and coal for the generation of majority of it's power. Lots of medium density housing in Ikeda, Osaka and many other smaller regional cities and towns we passed on the bullet train. These were often just 4 to 6 stories tall, often with commercial activity on the ground floor, particularly small "hole in the wall" style restaurants in residential areas.



Ikeda has embraced Launceston's gift of Wain, the world's oldest wombat who lives at the Satsukiyama Zoo in Ikeda, which we were fortunate to be able to visit during our visit. The zoo is currently closed for extensive renovations and will reopen in 2027 after a \$A10M refurbishment. Wain, Ikeda's city symbol, it was seen on street signs in shopping areas, business cards and lots of wombat branded merchandise for sale throughout the city and at the zoo shop.



As a Rotarian, it was great to meet up with some fellow Ikeda Rotarians when we attended the Chamber of Commerce welcome event. This provided a great opportunity to discuss a possible joint Rotary project, such as Rotary Tasmania's 100 Peace Pole to celebrate 100 years of service by Rotary in Tasmania. A unique Peace Pole for installation in both Ikeda and Launceston civic spaces is being considered and would be an tangible reminder of this trip.



Summary:

The goodwill and hospitality shown by our hosts from Ikeda City Council towards all Councillors, staff and other guests was outstanding, something I'll remember for a long time. Many opportunities for future exchanges, goodwill gestures and mutual economic activities including tourism were identified and I look forward to playing my part in making them a reality, particularly the provision of a Rotary Peace pole in both cities and the starting of a "video pen-pal" inter-school video exchange to enhance greater understanding of how both cities live, work and play and what we can learn from each other.

I would like to add that the invitation being extended to former exchange student to Ikeda and frequent visitor to Ikeda, Peter Stackhouse was an outstanding success as his inclusion to the group added greatly to the whole experience and I'd like to publicly thank him for his many and varied contributions to the success of this trip.

ATTACHMENTS:

Nil

13.5. Mayor, Councillor M K Garwood - Report - Ikeda Visit - 29 October to 2 November 2025

FILE NO: SF3168

AUTHOR: Mayor, Councillor M K Garwood

RECOMMENDATION:

That Council:

1. receives Mayor, Councillor M K Garwood's Report on the Ikeda Visit from 29 October 2025 to 2 November 2025.
-

REPORT:

Ikeda Sister City Visit. Mayor and Mayoress, Official Delegation Report

City of Launceston Mayoral Delegation

Ikeda City, Osaka Prefecture; 29 October to 1 November 2025

Day 1 – Wednesday 29 October 2025

Official Welcome, Civic Ceremony, and Chamber Reception

Running efficiently and ahead of schedule, our delegation made an impromptu stop at the **Ikeda Emergency Services Depot**, where we were warmly welcomed by staff from the Ikeda Fire and Ambulance Department. Despite the unplanned visit, the team was incredibly accommodating, proudly showcasing their modern fleet and facilities and as we left the site, all members of the facility came out and lined up for our send off, blew horns and flashed lights. The department is funded directly by the Ikeda Municipality, reflecting the city's strong investment in local safety and community wellbeing. It was a fascinating and unexpected highlight of the day, offering valuable insight into how Ikeda's emergency response model operates at a municipal level.

Morning; Official Welcome and Civic Ceremony

The first full day began with an official welcome at **Ikeda City Hall**, introduced by a striking **Taiko drum performance** from the local group **Kaze**. We were greeted by **Mayor Takizawa, Deputy Mayors, and City Councillors**, who personally escorted us through what felt like the entire staff of Council lining the halls, to the Council Chamber for the formal **Commemorative Ceremony**.

Speeches from both Mayor Takizawa and myself honoured six decades of friendship between our two cities, recognising the enduring values of respect, learning, and mutual understanding. Official photographs followed to mark this milestone occasion. I did my best through the entire trip to do any official addresses or speeches in Japanese. Afterwards, Mayor Taki reflected that I am the first in history to do so, specifically in the Chamber.

Late Morning; Civic Briefings and Presentations

Ikeda officials delivered an overview of the roles of local governments in Japan, clarifying distinctions between national, prefectural, and municipal responsibilities across investment, education, and welfare.

They then introduced Ikeda's pioneering **Regional Decentralisation System**, empowering residents through community-led committees that oversee local initiatives in safety, culture, and neighbourhood planning.

Key takeaways included:

- The strength of neighbourhood associations in driving disaster prevention, civic pride, and volunteer programs.
- Achievements in resident-led projects supported by shared funding models and close coordination between citizens, schools, and business leaders.
- Ikeda's long-term focus on balancing self-help, mutual aid, and public assistance to sustain resilient communities.

Midday; Welcome Lunch

A traditional Japanese lunch hosted by the City Council followed, featuring seasonal local dishes presented with meticulous care. The hospitality was exceptional, offering valuable time to strengthen bonds and exchange ideas around youth engagement, tourism promotion, and educational collaboration.

Afternoon; Administrative Tour and Community Insights

After lunch, the delegation toured city facilities, observing Ikeda's thoughtful approach to urban planning and public amenities, which emphasise livability and environmental sustainability.

The day's presentations also explored **Education in Ikeda**, showcasing nine elementary schools, four junior high schools, and one compulsory-education school serving over 7,000 students. Ikeda's model promotes experiential learning, English immersion, and strong civic values through cultural festivals, nature programs, and sports days.

Evening – Welcome Reception at the Chamber of Commerce

The evening reception at the **Ikeda Chamber of Commerce** was deeply moving. Former mayors, exchange alumni, and community leaders shared heartfelt reflections on the 60-year friendship between our cities.

Past exchange students recounted how their time in Launceston had shaped their lives. These stories perfectly embodied the power of people-to-people connection. The night concluded with a beautiful performance by the **Ikeda Junior Choir**, whose harmonies filled the hall with warmth and hope.

Reflections

Day 1 in Ikeda encapsulated the heart of our partnership: mutual respect, shared learning, and community spirit. From the energetic welcome to the spontaneous visit to the Emergency Services Depot and the emotion-filled evening celebration, every moment reflected the depth of our connection.

It was a day that honoured the past while looking toward the future. A reminder that the bond between Launceston and Ikeda is not just historical, but living and ever-growing.

Mayor and Mayoress Takeaways

The day offered many moments of reflection for both myself and the Mayoress. One of the most important was a reminder about breaking stereotypes. While Japan is often seen as spotless (and it was incredibly clean), we did notice a small amount of rubbish on the streets, though there are very few public bins, as most people take their waste home. On “bin day” rubbish is left on the sidewalks to be taken and burnt. It highlighted the need to look past assumptions and understand cultural context before drawing conclusions.

We also saw clear opportunities for future collaboration. Launceston’s **Sing Fest** could be the perfect platform to invite the Ikeda Junior Choir to perform, reviving the tradition of 30-student exchanges and strengthening our cultural ties through music.

It was concerning to learn that the long-running **English delegation program** may not continue due to funding pressures. This initiative has been a cornerstone of the Launceston–Ikeda relationship for decades, helping students grow and connect globally. Its loss would be deeply felt on both sides, and advocacy for its continuation should be a shared goal.

Another important insight was around **homelessness**, which in Ikeda sits with the prefectural government, not the municipal council. An important structural distinction when comparing service delivery between our two systems.

Finally, we were both struck by the **school culture**, particularly the lunch program and how students collectively clean their own classrooms and facilities each day. It’s a powerful example of respect, discipline, and shared responsibility being built into education from an early age.

Day 2 – Thursday 30 October 2025

City Affairs Committee, Zoo Visit and Local Dining

Day 2 began with a visit to the **Satsukiyama Zoo**, a highlight for all of us. It was amazing to see our very own Tasmanian wombats thriving in Japan. A proud reminder of home and of the deep cultural and environmental exchange our sister-city relationship represents.

We were also privileged to be allowed inside the active construction site, where major new investment is underway to expand and modernise the zoo’s facilities. It was impressive to witness the scale of commitment Ikeda continues to make to education, tourism, and animal welfare.

We then attended a session of the **Ikeda City Council General Affairs Committee**, observing firsthand how council business is conducted locally. The meeting room was completely full, with councillors and staff engaging energetically across a broad range of issues.

The format was notably different from what we experience in Launceston. It was fast-moving, dynamic, and highly interactive. Thanks to an excellent translation app, we followed the discussion closely and gained valuable insight into the similarities and differences in civic process between our two cities.

Lunch followed. Another beautifully prepared, generous meal that reflected Ikeda's signature hospitality. The attention to flavour, balance, and presentation was exceptional, and the relaxed setting allowed for easy and meaningful conversation with our hosts.

In the afternoon, we travelled to the **Cup Noodle Museum**, a creative and light-hearted experience that showcased Japan's flair for innovation and design. The visit was hands-on from designing our own cups to sealing them for takeaway. It was a cool reminder that learning and play can go hand-in-hand and that creativity can elevate even the simplest product into a cultural icon and the place was buzzing with visitors.

For dinner, we caught the **train**, which was immaculate, efficient, and comfortable. The evening meal at a **yakitori restaurant** was both adventurous and very memorable. Featuring "every conceivable part of a chicken" literally! There was plenty of laughter, with Michelle and Billie thriving while others (myself included) struggled slightly with some offerings.

Deputy Mayor Kenji Ishida once again proved a warm and generous host. Over a highball and ginger (or two), we discussed leadership, family, and the shared challenges of local government. Though a significant language barrier, his humour and hospitality left a lasting impression.

The day blended learning, laughter, and connection through an inspiring reflection of how cultural exchange builds not only understanding, but genuine friendship.

Mayor and Mayoress Takeaways

We were struck by the number of **paid public bike racks** available throughout the city. A small but powerful example of how Ikeda encourages active transport. Few, if any, wore helmets, yet cycling participation was extremely high.

It reflected a broader cultural approach to **sustainability and urban design**, where walking, cycling, and public transport are seamlessly integrated into daily life. The experience served as a reminder that sustainability isn't only about infrastructure or technology, it's about creating a culture where people are proud to move through their city in a cleaner, more connected way.

Day 3 – Friday 31 October 2025

Industry, Education and Civic Dinner

Morning – Daihatsu Motors Co. Head Office

The day began with a visit to **Daihatsu Motors Co., Ltd.**, headquartered in Ikeda. Our delegation met with **Vice President Mr Hoshika** and senior management to discuss innovation, efficiency, and sustainability in Japan's automotive industry.

After a short bus trip into the factory, we were met by the workers whose safety helmets are.. wombats!! There were even two workers dressed as wombats. The facility's precision and cleanliness set the standard. Automation balanced beautifully with human craftsmanship. Their **environmental initiatives**, including waste minimisation and compact-vehicle innovation for smaller cities, resonated strongly with Launceston's own strategic direction.

Late Morning – Hosogo Compulsory Education School

We were warmly received by **Superintendent Mr Fuji** and **Principal Mr Arakawa** at **Hosogo Compulsory Education School**. Students guided us through their campus with pride, demonstrating projects, performances, demonstrations of traditional toys in which we had turns taking part in, art, and technology.

Lunch was prepared and served by the students themselves. The meal was a favourite of the students, chicken curry. It symbolised responsibility, teamwork, and care. The hands-on participation embodied civic education in action and left us deeply inspired.

Afternoon – Toyosu Factory Tour

A visit to the **Toyosu Factory** demonstrated Ikeda's industrial diversity. Management outlined how sustainability and staff welfare coexist with productivity. Their waste-reduction processes and energy efficiency provided practical lessons we can align with **Launceston's 2030 strategy** for sustainable, community-driven development. On personal reflection, it was surprising the amount of human interactions with the production line, workers physically sorting and handling the products. Some workers having worked the same floor for 40 and 50 years!

Evening – Mayor's Welcome Dinner

The evening culminated in a **formal Kaiseki dinner at City Hall**, hosted by **Mayor Takizawa**. Each course was symbolic, seasonal, and perfectly balanced. Another reflection of Japanese hospitality and precision. Speeches reaffirmed the friendship between Launceston and Ikeda and the shared goal of continued collaboration.

For Michelle and me, it was a humbling moment among friends who now feel like family.

Mayor and Mayoress Takeaways

- Industry and education in Ikeda share a common DNA: precision, pride, and people-centred innovation.
- Environmental responsibility is treated not as an obligation but as an operational advantage.
- The spirit of gratitude and collaboration permeates every setting, from classrooms to boardrooms.
- Relationships here are built on trust, respect, and shared purpose, values we proudly carry home to Launceston.

Day 4 – Saturday 1 November 2025

Cultural Immersion and Community Exchange

Morning – Kimono Experience, Sakaemachi Shopping Street

The day began at **Chaboten**, where the delegation donned traditional kimonos in which would be worn all throughout the day. What a stunning, immersive cultural experience. Every fold and colour carried meaning, reflecting the grace and precision of Japanese tradition. Locals' warm smiles and quiet bows captured the deep respect attached to this ritual.

Late Morning – Tea Ceremony at Ichizo Kobayashi Memorial Hall

We then attended a **tea ceremony** at the **Ichizo Kobayashi Memorial Hall**. Whilst some weren't able to participate fully and selected chairs, I was privileged to kneel and bow for the full experience. A serene masterclass in mindfulness and respect. The tea masters' precision and calm focus embodied the spirit of balance and presence.

Learning about Ichizo Kobayashi's vision that integrates art, business, and daily life was particularly inspiring and echoed our own efforts to blend culture with community identity in Launceston.

Afternoon – Ikeda Castle Park

At **Ikeda Castle Park**, we captured commemorative photos in our traditional attire against panoramic city views. The reconstructed castle and its immaculate gardens symbolised the harmony between heritage and modernity much like our own evolving partnership. It was a very warm day and we were privileged to find ourselves also immersed in a flower show and local activities.

Late Afternoon – Tsunagari Ishibashi Community Centre

Almost all of the delegation participants continued on the important itinerary as we toured the **Tsunagari Ishibashi Centre**, a model of inclusion combining childcare, diversity education, parenting support, and senior engagement under one roof. The centre embodied how thoughtful design can create a true community hub, a concept directly applicable to future Launceston projects.

Evening – Dinner at Yasutet (Sushi Restaurant)

The visit concluded with a **Sushi Dinner Party at Yasutet**, hosted by the Mayor and Deputy Mayor. The night was filled with laughter, conversation, and heartfelt connection. An elegant yet relaxed close to an unforgettable week.

Mayor and Mayoress Takeaways

- Experiencing traditions firsthand deepened our understanding of Ikeda's respect, patience, and harmony.
- The blend of heritage and modernity in places like Castle Park and Ishibashi Centre illustrates how cities can innovate while preserving identity.
- Personal connections now feel enduring; these are not simply civic relationships, but genuine friendships.
- Shared laughter, gratitude, and warmth remind us that diplomacy begins with people and that's where it's strongest.

Day 5 – Unscheduled Cultural Exchange (Osaka / Ikeda Delegation Meetup)

Although not part of the formal itinerary, Day 5 became one of the most meaningful and personal moments of the entire visit. During what was originally planned as private family time in Osaka, Michelle, Billie, Councillor Susie Cai and her daughter Lily joined me in meeting Mayor Takizawa, the City Council Chairperson, and several Ikeda City Councillors for an informal continuation of our cultural exchange.

Dinner – Puffer Fish (Fugu) Experience

We returned together to the same sushi restaurant we had visited earlier in the week, a place already special to us, **Yasutet**. But this time for something special: **puffer fish**.

The councillors were incredibly proud to guide us through the experience, explaining its significance and the craftsmanship required to serve it safely and in 4 different ways. It was a warm, laughter-filled dinner rooted in trust, friendship, and genuine hospitality.

A Quiet but Powerful Human Moment

Perhaps the most heartfelt moment came when one councillor quietly confided in Michelle with tears in her eyes, that seeing Billie included in *everything* during our visit gave her courage, for the first time, to bring her own child to official activities.

This simple admission carried enormous weight. It highlighted that Sister City relationships are shaped not only by documents and agendas, but by human connection, family, and the small moments that reshape cultural norms.

Michelle and Billie didn't just join the delegation, they helped strengthen it.

Walking Tour & Community Outreach Visit

After dinner, our group walked through the neighbourhood to a nearby church where Ikeda councillors described the outreach programs run collaboratively between the church and the municipality. These programs support vulnerable residents, provide food and welfare assistance, and play a major role in community cohesion.

It was an insightful window into how Ikeda aligns local government, volunteers and faith-based organisations to support residents in practical, compassionate ways.

Mayor & Mayoress Takeaway

Some of the most important Sister City outcomes don't happen in formal sessions. They happen in shared meals, honest conversations, and the courage to show up as whole people, families included.

Day 5 reminded us that the strength of the Launceston–Ikeda relationship lies in friendship, respect, and the willingness to keep showing up for one another, even off the clock.

Summary of Potential Actionable Initiatives & Tangible Outcomes (not for recommendation, just reflected ideas)

Ikeda Sister City Visit (Days 1–5)

For the City of Launceston

The delegation delivered **clear, practical and immediate benefits** for Launceston far beyond cultural goodwill. These outcomes build economic value, education opportunities, tourism exchange, community wellbeing and long-term strategic partnerships.

This was **not a holiday**.

It was a **high-return investment** in one of Launceston's longest and most successful international relationships.

1. Education & Youth Opportunities (High Impact, Low Cost)

Renewal of student exchange pathways

Ikeda confirmed strong interest in reactivating school-based exchanges post-COVID.

Outcome:

- Now positioned to develop a *two-way* model for 2026–2027 involving Launceston schools.
- Builds cultural literacy, language skills and life experience for local students.

Identified risk: Loss of English Delegation program

Ikeda advised the English-speaking delegation program may end due to cost.

Action:

- Launceston can now advocate for a shared-funding model, avoiding a valuable program being lost entirely.

Opportunity: Ikeda Junior Choir at Launceston Sing Fest

Ikeda expressed interest in re-establishing their long history of youth choir participation

Action:

- Local groups and schools can collaborate for 2026 choir exchange.

Community benefit: Youth programs like this strengthen social cohesion, education outcomes, and global awareness, things that critics often say they want more of.

2. Tourism & Economic Development

Increased two-way tourism potential

Ikeda's tourism officials showed clear interest in promoting Launceston packages, especially nature-based tourism and food & wine.

Action:

- Co-develop a "Launceston–Ikeda Friendship Package" for 2026
- Advocate for and leverage potential direct Osaka routes to funnel regional travellers
- Place and provide Ikeda specific products at the Launceston Airport and Town Hall Information Centre

This has real economic return: every Japanese visitor who stays in Launnie is a **hotel room sold, restaurant booked, retail spend** made.

Future cultural events

Interest in:

- Japanese food activations at festivals
- Ikeda artisans participating in Launceston markets
- Tasmanian cultural elements trialled in Ikeda events

These exchanges bring **visitors, spend, visibility**, and deepen festival programs without extra cost.

3. Municipal Services & Governance Learnings

Emergency Services Operating Model Insight

Ikeda's fully municipal-funded fire/ambulance model gives Launceston new comparative data for:

- Emergency response planning
- Budget modelling
- Local government capacity discussions with the State

Useful when advocating for **regional facility funding parity**.

4. Community Wellbeing & Social Programs

Outreach program learnings

Visit to the community church showed how Ikeda successfully integrates:

- Local government
- Volunteers
- Faith-based support
- Low-income assistance programs

Action:

- Further adapt and strengthen elements into Launceston's homelessness and housing support discussions
- Invite Ikeda community services representatives for an online best-practice workshop

School lunch & student-responsibility model

Ikeda schools use a structured system where students:

- Serve lunches
- Clean classrooms
- Share responsibility for school wellbeing

Action:

- Explore local pilot programs with educators
- Reduce waste & build civic responsibility from a young age

5. Transport, Sustainability & Urban Design Insights

Ikeda's active transport network offered several low-cost ideas for Launceston:

Paid, high-uptake public bike racks

Despite no helmets, safety and usage are remarkably high due to infrastructure quality.

Clean, quiet, on-time rail system

Demonstrates the value of investing in reliable public transport to reduce congestion and boost accessibility.

Action:

- Integrate learnings into future mobility plans
- Strengthen advocacy for regional transport funding

6. Deepened Political & Civic Relationships

This point is crucial — and critics underestimate it.

Strengthened high-level trust

Mayor Takizawa, Chairperson Nakata and Ikeda councillors repeatedly emphasised:

- Commitment to the next 60 years
- Desire for more regular exchanges
- Pride in the partnership with Launceston

These relationships directly influence:

- education programs
- tourism promotion
- economic opportunities
- international visibility

You can't build that from Zoom.

7. A Tangible Social Impact Moment: Billie's Inclusion

This was not fluff, it had real cultural impact.

A female councillor, moved to tears, said Billie's presence made her feel safe to bring her child to civic duties for the *first time ever*.

This contributes to:

- gender equity in leadership
- family-friendly governance
- modernisation of civic participation in Ikeda

Launceston's example directly empowered another community's leaders. That is *genuine* international influence.

8. Additional Opportunities Created During Day 5 (Unscheduled)

Because the relationship is warm and trusted, Ikeda leaders sought MORE time with our delegation during our own downtime. That alone signals value.

Opportunities created:

- new informal channels of communication
- openness to joint cultural/culinary events
- potential for faith and community sector partnerships

These were *gifts* from Ikeda, not planned obligations.

In Summary “Was it worth it?”

Yes. Unequivocally.

The delegation delivered outcomes in:

- **education**
- **tourism**
- **economic development**
- **community services**
- **transport & sustainability learning**
- **long-term civic partnership strength**
- **cultural impact and representation**

For the cost of a modest, short-term visit, Launceston gains **multi-year benefits**, new programs, economic opportunities, and strengthened international recognition.

This was not an expense.

It was an investment and one that's already returning value.

ATTACHMENTS:

Nil

14. QUESTIONS BY COUNCILLORS

Local Government (Meeting Procedures) Regulations 2025 - regulation 34 and 35

14.1. Questions on Notice by Councillors

Local Government (Meeting Procedures) Regulations 2025 - regulation 35

14.1.1. Questions on Notice by Councillors - Councillor A G Harris - Parenting Room Access Paterson Street West - 13 November 2025

FILE NO: SF2375

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 13 November 2025 by Councillor A G Harris, has been answered by the Senior Leader Stakeholder Experience.

Question 1:

The parenting room in the Paterson Street West Car Park is only accessible Monday to Friday as it relies on the customer service staff based in Town Hall to answer the door bell to the room to permit parents access to the facility. As the Launceston Visitor Information Centre is now located in Town Hall, and open on the weekend, is this something that this team can manage to enable parents access over the weekend?

Response:

Council is currently looking at options to make this facility available on weekends. The Visitor Information Centre is one option being considered.

ATTACHMENTS:

Nil

**14.1.2. Questions on Notice by Councillors - Councillor D C Gibson - York Park
Memorial Garden - 13 November 2025**

FILE NO: SF2375

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 13 November 2025 by Councillor D C Gibson, has been answered by the Senior Leader Open Spaces and Sustainability.

Question 1:

Where are we at with the Memorial Garden at York Park?

Response:

Workers Memorial Garden Upgrade project CP24570 (Elisabeth Gardens) is now complete, meeting the projected celebration date of 2025 International Workers Memorial Service held on site on 28 April 2025.

Currently outstanding as agreed for Workers Memorial Gardens is the installation of a cast bronze 'blundstone' boots memorial art piece afixed to a small boulder. This installation has been delayed due to a change in how this art piece will be fixed into position.

The Open Spaces Team have also been in collaboration with community members regarding the installation of a picnic table to enhance the shelter and enable appropriate activities such as events, picnics or portable barbecue use.

ATTACHMENTS:

Nil

**14.1.3. Questions on Notice by Councillors - Councillor T G Walker - Albert Hall
Gangway and Airbnb Regulations - 13 November 2025**

FILE NO: SF2375

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 13 November 2025 by Councillor T G Walker, have been answered by the Senior Leader Project Design and Delivery (Question 1) and Acting Strategic Projects Advisor (Question 2).

Question 1:

Regarding the gangway that joins the front of Albert Hall to the back - I thought that it was originally proposed to be glass? What happened and when did that change occur?

Response:

The current project management team finalising the Albert Hall Eastern Wing extension is not aware of a “glass gangway” being included in the redevelopment. During the early concept phase, three architectural firms submitted proposals. One concept featured a new structure extending into City Park with a glass walkway linking the existing Albert Hall to the proposed addition, however that concept was not selected.

Question 2:

Are there any mechanisms, by-laws or fees that could be introduced to reduce or prevent Airbnbs being put into the Birchalls building. Can a more comprehensive response be provided about regulations surrounding Airbnbs in general?

Response:

The advice provided on Thursday 13 November 2025 to Councillor Susie Cai’s Question on Notice remains applicable. In the Central Business Zone, visitor accommodation is a permitted use under the Tasmanian Planning Scheme. Council cannot prohibit a permitted use through local policy, by-laws, fees, or planning permit conditions. Any mechanism intended to prevent short-stay accommodation within a specific building - such as a bespoke by-law, covenant or fee structure - would be inconsistent with the planning controls and would not be legally sustainable.

At the Council level, there are two mechanisms used in other jurisdictions to manage short-stay accommodation:

1. Differential Rates

In 2023, Council Officers prepared a report (Attachment 1) on the impacts of short-stay accommodation on rental availability. Following that report, Councillors requested further investigation into differential rating for short-stay properties; however, this did not progress to implementation.

Differential rates have been introduced in municipalities such as Brisbane City Council and the City of Hobart. Should Council wish to reconsider this option, further investigation into the impacts and applicability of such schemes in Launceston would be required.

2. Local By-laws and Fees

Some councils, such as Noosa, have adopted local laws alongside their planning schemes to regulate and charge fees for short-stay accommodation. In Tasmania, however, creating a new local by-law is a lengthy statutory process and must apply generally across the municipality, not to a single development. Any associated fee would require a clear statutory basis and a defined service being provided. At present, there is no basis for such a fee within the current regulatory framework and planning scheme in Launceston.

Council's 2023 report noted that, while short-stay use has higher concentration in the city centre, it has not created measurable pressure on the local rental market. Without evidence of adverse impact, there is no policy foundation for pursuing regulatory changes at this time.

Given these constraints, a mechanism with potential applicability in Launceston is differential rating, which would require further investigation before any policy position could be developed. Officers will continue to monitor State legislation and planning policy and will advise Council should new regulatory tools become available.

A detailed update on Council and LGAT actions following the Recommendations of the Report was provided at the Council Meeting on Thursday 13 February 2025 (Item 22.1 Status Report on Notices of Motion, Attachment 2).

ATTACHMENTS:

1. Short Stay Accommodation in Launceston **[14.1.3.1 - 20 pages]**
2. 22.1. Status Report on Notices of Motions 13 February 2025 **[14.1.3.2 - 21 pages]**

14.1.4. Questions on Notice by Councillors - Councillor A G Harris - Edge Lane Road (Windemere) - 13 November 2025

FILE NO: SF2375

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 13 November 2025 by Councillor A G Harris, has been answered by the Senior Leader Infrastructure and Engineering.

Question 1:

Regarding the Notice of Motion in relation to Windemere Road, did officers consider implementing Tasmania's first edge lane road as is common in Europe?

Response:

An edge lane road treatment was not considered as part of the scope of the Notice of Motion. Under the current Australian Standards and AusRoads guidance, edge lanes are classified as an emerging treatment and do not have established design guidelines or standard practices. This approach currently lacks any formal standards meaning that implementing edge lanes would require significant additional research.

When reviewing the Notice of Motion, the primary objective was to review the agreed outcomes as discussed and endorsed during the Councillor workshops held on 14 April 2022 and 5 May 2022.

ATTACHMENTS:

Nil

14.1.5. Questions on Notice by Councillors - Councillor L M McMahon - Street Art Festival Youth Representative - 13 November 2025

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 13 November 2025 by Councillor L M McMahon, has been answered by the Team Leader Placemaking.

Question 1:

Regarding the Street Art Festival and the Street Art Laneways project, were any young people invited to be part of the selection process?

Response:

The City of Launceston Public Art Strategy 2023 – 2031 provides a public art commission process which determines that artist selection is undertaken by a panel with public art expertise, namely the Cultural Advisory Committee, who make selection recommendations for Council approval. While we highly encourage young people to apply for Committee membership, the Committee does not currently contain any members aged 25 years and younger (the youngest person on the artist selection panel was 26 years old).

There will be a variety of employment and participatory opportunities for young people to be involved and help shape the Street Art Festival, including event staffing, artwork commissions and workshops.

ATTACHMENTS:

Nil

14.2. Questions Without Notice by Councillors

Local Government (Meeting Procedures) Regulations 2025 - regulation 34

15. WRITTEN NOTICES OF MOTION

Local Government (Meeting Procedures) Regulations 2025 - regulation 19

15.1. Notice of Motion - Councillor A G Harris - Edge Lane Road for Windermere Road 12 Month Trial

FILE NO: SF5547

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Chelsea van Riet (Executive Leader Community Assets and Design)

DECISION STATEMENT:

To consider a Notice of Motion submitted by Councillor A G Harris to investigate the feasibility of an edge-lane road treatment on Windermere Road, Windermere.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2025 - Regulation 19

RECOMMENDATION:

That Council:

1. investigates the feasibility of implementing an edge-lane road as an additional treatment to the new sign boards originally proposed for Windermere Road, Windermere.
-

REPORT:

Following the Council Officer's report back to this Council on Councillor D C Gibson's original motion on 10 March 2022 about improved pedestrian and cyclist safety on Windermere Road on 13 November 2025, I wish to submit the following Notice of Motion and this supporting statement to investigate the feasibility of an edge treatment on Windermere Road, Windermere.

Councillor Gibson's original motion was in response to residents of Windermere Road contacting Councillors' and the Council regarding pedestrian and cyclist safety on Windermere Road, Windermere. This was due to the winding nature of the existing road, the lack of a dedicated pedestrian footpath on which residents could safely push a pram, walk their dog, walk or run as a form of exercise and some reported near misses by cyclists from cars when travelling on this road.

Council's response is to initiate a new "welcome sign" at the Swan Bay end of the road and supplementary sign boards on pedestrian warning signs along the 4km of the road.

Edge Lane Roads are in use in both New Zealand and Denmark and provide a safer alternative to pedestrians and cyclists to using the edge of the roadway with cars speeding past at 50kmph.

Edge Lane Roads have two 1.5M to 2M wide pathways marked on each side of a single lane in the middle of the roadway. Speed limits of 30kmph or 40kmph are recommended as is the installation of speed humps to slow vehicles as they enter and exit the Edge Lane Road.

Local community consultation with Windermere residents will be required to best determine where the Edge Lane Road marking should commence and finish and to provide education and receive feedback from the residents on improvements or the success or otherwise of the trial.

I'm aware of other Edge Lane Road style of projects have been implemented recently throughout Australia, including a Safe Active Street on Pierce St in Toowoomba in Queensland in 2024 and also The Esplanade at Coles Bay, where a single Edge Lane pedestrian and cycle path is marked on the roadway which has provided improved safety for all pedestrians and cyclists using this road.

However, I would envisage that Windermere Road would look more like this example than either of the other two I have mentioned if the feasibility assessment supports an increase in safety for all road users.



OFFICER COMMENTS:

Senior Leader Infrastructure and Engineering

The proposal to investigate the feasibility of implementing an edge lane road treatment in Windermere Road, Dilston, is acknowledged. Currently edge lanes are classified under Austroads guidance as an emerging treatment and do not have established design standards or formal guidelines within Australian Standards. This means any implementation would require significant research, validation, and risk assessments to ensure compliance with road safety requirements.

This work would include safety analysis and traffic modelling to understand impacts on all road users, particularly pedestrians and cyclists as well as stakeholder engagement, including consultation with the Dilston/Windermere community, State Government, and the Transport Commission, to ensure alignment with regulatory frameworks and road management principles.

Given the complexity of this initiative, it is recommended that the feasibility study be undertaken in conjunction with a review of the Transport Plan. This approach will ensure alignment with the municipality's broader strategic objectives and will enable a holistic approach to road safety and active transport initiatives.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 2 - Place

Goal 2.2 Launceston's transport system connects communities, reduces car dependency in activity centres and corridors, and promotes active transportation options.

Objective 2.2(b)

Work with partners to enable convenient daily travel by supporting public transport and investing in key road infrastructure between Launceston and rural and regional communities and surrounding facilities (e.g. Launceston Airport, Bell Bay).

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Chief Executive Officer have no interests to declare in this matter.

ATTACHMENTS:

1. Edge Lane Road Notice of Motion supporting statement (1) [**15.1.1** - 2 pages]
2. NoM Windermere Road Edge Lane Road treatment investigation [**15.1.2** - 2 pages]

16. COMMITTEE REPORTS

16.1. Northern Youth Coordinating Committee Report - 4 November 2025

FILE NO: SF0136

AUTHOR: Youth Development Officer

APPROVER: Michelle Ogulin (Senioe Leader Liveable Communities)

DECISION STATEMENT:

To receive a report from the Northern Youth Coordinating Committee's regular meeting held on 4 November 2025.

RECOMMENDATION:

That Council:

1. receives the report from the Northern Youth Coordinating Meeting held on 4 November 2025.
-

REPORT:

The Northern Youth Coordinating Committee (NYCC) met on Tuesday, 4 November 2025 and the following business was conducted:

- A presentation from Jack Hodson – Tas Labor (Office of Janie Finlay MP and Jess Green MP) on current youth engagement initiatives across Northern Tasmania. Including a Youth Roundtable which is being established by Jess Green MP, Shadow Minister for Children and Young People, with NYCC members to be invited to participate. The Invermay Road Hub Project is progressing, with Phase 3 funding of \$18.3 million anticipated in early 2026 and official opening to be planned thereafter.
- St Vincent de Paul Society Tasmania – Cost of Living Game Youth and Community Programs Officer, Warren Brown presented an interactive Cost of Living Game designed to build young people's understanding of budgeting, financial pressures, and decision-making. The activity promotes experiential learning and can be accessed by schools and youth services upon request.
- Committee members agreed to support National Joblink's youth-led project, the Transition to Work Cookbook – Young and Hungry in Launceston as part of a broader strategy to deliver targeted life skills workshops for young people. A budget of \$2,500 has been requested via NYCC, with significant in-kind support provided by National Joblink, Red Cross Australia, City Mission, Salvation Army. NYCC members will participate in the project launch held at their registered training organisation, *Another Wild Thyme Café*, on 97 York Street, Launceston. Members will also assist with cookbook distribution and engagement activities with participating young people.

Outcomes:

- Strengthened collaboration with Tas Labor representatives on future youth engagement opportunities, including participation in the Youth Roundtable.
- Increased awareness of educational and financial literacy resources available for local youth through the Cost of Living Game.
- Endorsement and funding of a creative youth employment and skills development initiative through National Joblink.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 3 - People

Goal 3.1 Community members have access to green, diverse, and inclusive open spaces and facilities enabling them to lead active lives, enjoy nature, and connect with others.

Objective 3.1(c)	Ensure neighbourhoods are well-served through community activity hubs that are accessible and inclusive, provide a range of amenities, create opportunities for a diverse range of community activities and support Launceston's diverse cultural, economic, and age groups.
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Strategic Pillar 3 - People

Goal 3.2 Participation in cultural and recreational activities is widespread across the community and promotes health and wellbeing at all ages while bridging social, cultural and geographical gaps.

Objective 3.2(a)	Achieve an improvement in health and wellbeing through addressing barriers to inclusion and promotion of physical and social activity such as community arts, sports and recreation.
Objective 3.2(b)	Broaden and increase participation in arts, cultural, and community events to foster community identity, leadership and capacity building, resilience, pride & a sense of belonging.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. NYCC 4 November 2025 Meeting Minutes DRAFT [16.1.1 - 5 pages]

17. CONNECTIONS AND LIVEABILITY

17.1. City of Launceston Visitation Framework

FILE NO: SF7188

AUTHOR: Angie Hart (Team Leader Visitation and Sponsorship)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider endorsement of the Visitation Framework 2025, superseding the previous City of Launceston Tourism Plan 2019-2022.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. endorses the 2025 Visitation Framework (ECM Doc Set ID: 5311969).
-

REPORT:

The Launceston Visitation Framework sets a clear and coordinated direction for how Council will lead, enable and advocate for visitation over the next five years. It builds on the Tourism Plan 2019-2022 and responds to emerging opportunities and challenges within a rapidly evolving visitor economy. The framework aligns with the City of Launceston 10 Year Strategic Plan and its pillars of People, Place and Prosperity.

Visitation is positioned as a shared community and economic driver for Launceston. The framework prioritises meaningful connection between visitors and locals, celebrates the city's identity and natural assets, and supports a resilient visitor economy that delivers lasting cultural, social and economic value.

COUNCIL'S ROLE IN VISITATION

Lead

Provide clear strategic direction by aligning data, priorities and partnerships with Council's long-term vision and broader city planning.

Enable

Create the conditions for growth through investment in infrastructure, placemaking, digital platforms, visitor services and industry capability.

Advocate

Represent Launceston at regional, state, national and international levels to attract investment, strengthen partnerships and promote the city's authentic story.

VISION

Launceston is recognised nationally and internationally as a city of connection and welcome. A place where visitors share our stories, experience our gastronomy, landscapes and culture and where heritage meets innovation. In Launnie, visitors feel part of the community and visitation actively strengthens liveability, creativity and opportunity for the city and its people.

CONSULTATION

The Visitation Framework has been developed through targeted engagement with the local tourism and hospitality sector, regional partners, neighbour Councils and state agencies. This industry consultation has been strengthened by detailed visitor research and market insights from Myriad Research, providing robust evidence on visitor behaviour, perceptions, barriers and growth opportunities. Input gathered through the Tomorrow Together community platform has further ensured that community expectations and local values are embedded alongside industry priorities. Together, this combined evidence base and consultation program has shaped a framework that is both market responsive and grounded in Launceston's lived experience as a destination.

STRENGTHS, OPPORTUNITIES AND CHALLENGES

Launceston's strength lies in its strong sense of welcome and local pride, where visitors are embraced as temporary locals. Key opportunities include broadening experiences for younger and more diverse audiences, improving winter and nighttime activation and strengthening storytelling beyond Tasmania.

The visitor economy is supported by strong air access and a proven events calendar. Future growth depends on workforce capacity, managing peak period pressures, addressing infrastructure demand and reducing reliance on limited markets.

STRATEGIC PRIORITIES

The framework is guided by seven priorities:

Everyone Belongs

Inclusive, accessible and culturally safe visitor experiences that strengthen belonging, loyalty and community pride.

Authentically Launnie

A clear and cohesive place brand that expresses Launceston's heritage, creativity, gastronomy and human scale across all touchpoints.

Vibrant City Life

A lively year-round city driven by strong trading, after dark activity, seasonal programming and activated public spaces.

Balanced and Resilient

Sustainable growth that protects natural assets, strengthens wellbeing and spreads economic benefit across seasons and sectors.

Smart Decisions

Evidence led planning supported by strong data, research, digital platforms and regular reporting.

Stronger Together

Collaboration across Council, industry, community and government to align investment, share resources and deliver greater impact.

Well Connected City

Strong air, road, active and digital connections that support intuitive, accessible and seamless visitor movement.

IMPLEMENTATION

Delivery will be guided through annual action plans, regular performance monitoring and a formal review in 2027-2028. Alignment with Tasmanian Government visitor economy and events strategies will ensure coordinated investment and shared outcomes.

Visitation will be managed to support liveability, strengthen local identity and deliver long term economic benefit, contributing to employment, city centre vitality, the events sector and the creative industries.

STRATEGIC ALIGNMENT

The framework works in step with the City of Launceston 10 Year Strategic Plan, City Heart Place Plan and the Events Framework. It aligns with regional and state strategies to ensure visitation supports city making, community wellbeing and economic resilience. Partnerships with Launceston Central, Visit Northern Tasmania, Tourism Tasmania and neighbouring councils position Launceston as the basecamp of Northern Tasmania.

RISK IMPLICATIONS

Strategic and Reputational Risk

Without endorsement, Council lacks a unified visitation direction, weakening advocacy credibility, funding confidence and industry alignment.

Financial and Business Risk

Unendorsed direction reduces Council's ability to justify and prioritise investment, increasing inefficiency and missed co-funding opportunities.

Legal and Governance Risk

Endorsement provides a defensible policy foundation for consistent, transparent funding and partnership decisions.

Public Safety and Workforce Risk

Without clear strategic direction, there is increased risk of reactive delivery, staff pressure and reduced capacity to manage peak visitation safely.

Environmental and Sustainability Risk

A lack of structured guidance increases the risk of unmanaged pressure on natural assets and public infrastructure.

Regional and Partnership Risk

Failure to endorse the framework weakens Launceston's leadership role within the regional visitor economy and reduces coordinated destination delivery.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Consideration contained in Framework.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 1 - Prosperity

Goal 1.1 Launceston is a premier visitor destination, celebrated for its natural beauty, creative and historic city centre, welcoming community, and rich food culture.

Objective 1.1(a)	Grow and celebrate our identity as a UNESCO Creative City of Gastronomy.
Objective 1.1(b)	Enhance Launceston's reputation nationally and internationally as a leading host city for events and festivals, while leveraging our history and natural beauty to encourage extended and expanded stays.
Objective 1.1(c)	Expand Launceston's position as an arts and cultural hub by providing an environment for creative industries to thrive.

Strategic Pillar 1 - Prosperity

Goal 1.2 Launceston's economy is resilient and sustainable, with significant growth in its gross regional product (GRP) through a diverse economic base supported by a skilled workforce, enabling business environment, and facilitation of investment opportunities.

Objective 1.2(a)	Capitalise on our competitive advantages by focusing on key sectors including food and agricultural innovation, research & development, advanced manufacturing, healthcare and circular economy initiatives.
Objective 1.2(b)	Position Launceston as a business-friendly city that attracts & nurtures entrepreneurs, startups, and microbusinesses.
Objective 1.2(c)	Advocate and collaborate with the State Government, education institutions, industry partners and non-profits to support improvements in adult literacy (including digital literacy) and to support skills development in key sectors.

Strategic Pillar 1 - Prosperity

Goal 1.3. Launceston's attractive employment opportunities, enviable lifestyle and our reputation as a forward-thinking city make it the destination of choice for professionals, entrepreneurs and innovators.

Objective 1.3(b)	Attract and retain young professionals (25 - 34 year-olds) to Launceston.
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Strategic Pillar 2 - Place

Goal 2.2 Launceston's transport system connects communities, reduces car dependency in activity centres and corridors, and promotes active transportation options.

Objective 2.2(a)	Partner with the state government and local councils to expand access to reliable and frequent public transport services in and around Launceston.
Objective 2.2(b)	Work with partners to enable convenient daily travel by supporting public transport and investing in key road infrastructure between Launceston and rural and regional communities and surrounding facilities (e.g. Launceston Airport, Bell Bay).
Objective 2.2(c)	Develop a safe, pleasant and connected walking and active transportation network that is integrated with the transport system, across Launceston's urban footprint.

Strategic Pillar 2 - Place

Goal 2.3 Launceston's community is connected to our Aboriginal and built heritage, while growing a city of the future.

Objective 2.3(a)	Encourage and facilitate recognition of Aboriginal cultural heritage as a means of retaining a sense of place and connection to Country
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Strategic Pillar 3 - People

Goal 3.2 Participation in cultural and recreational activities is widespread across the community and promotes health and wellbeing at all ages while bridging social, cultural and geographical gaps.

Objective 3.2(c)	Leverage the City of Gastronomy designation to foster a sense of shared identity, enhance understanding of cultural diversity, promote grassroots food culture, and enhance food security.
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Strategic Pillar 3 - People

Goal 3.3 As northern Tasmania's cultural and commercial centre, Launceston's historic city heart is buzzing with activity throughout the day and into the night.

Objective 3.3(b)	Implement bold initiatives that increase nighttime activity, optimise dwell time, maximise appeal to locals and visitors, and add to the City's vibrancy and safety.
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BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. City of Launceston Visitation Framework 2025 [17.1.1 - 30 pages]

17.2. City of Launceston Events Framework

FILE NO: SF7188

AUTHOR: Angie Hart (Team Leader Visitation and Sponsorship)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider endorsement of the Events Framework 2025, replacing the City of Launceston Event Strategy 2016-2019.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. endorses the Events Framework 2025 (ECM Doc Set ID: 5311981).
-

REPORT

The Launceston Events Framework sets a clear and coordinated direction for how the Council will lead, enable and advocate for events in Launceston over the next decade. It formalises Council's role in supporting a strong, balanced and distinctive events program that delivers cultural, social and economic value for the city and its community.

Events are a significant driver of Launceston's economy and identity. In 2023-2024, the Council supported events that generated more than seventy-three million dollars in economic activity, with strong participation from locals, intrastate visitors and interstate audiences. With the majority of Northern Tasmania's major venues located within the municipality, Launceston is widely recognised as the region's primary events centre.

The framework aligns with the City of Launceston Strategic Plan 2025 to 2035 and its pillars of People, Place and Prosperity. It works in step with the City Heart Place Plan and the Visitation Framework to ensure events contribute to liveability, city activation, business growth and a resilient year-round economy, with a deliberate focus on strengthening cool season programming.

COUNCIL'S ROLE IN EVENTS

The Events Framework defines the Council's three key roles in shaping Launceston's events landscape.

Lead

Lead the delivery of city led events and activations that shape Launceston's annual calendar, strengthen community connections and elevate the city's place profile. Through civic leadership, place stewardship and city shaping, Council programs events that mark significant moments, activate priority precincts and align with the City of Launceston Strategic Plan 2025 to 2035 and the City Heart Place Plan.

Enable

Enable a strong and diverse local events sector by supporting local events, activations and fundraising initiatives through grants, permits, facilitation and practical guidance. Through tiered funding for small and medium scale events, access to safe, accessible and event ready public spaces, and clear delivery processes, Council supports community groups, creatives, not for profit organisations and event organisers to deliver quality events that activate neighbourhoods and strengthen everyday city life.

Advocate

Advocate for touring events, championships and strategic partnerships that grow Launceston's visitor economy, creative reputation and event capability. Through attraction, collaboration and external engagement, Council secures major events, leverages partnerships, champions infrastructure investment and positions Launceston as a preferred host city for high impact sporting, cultural and entertainment activity.

Together, these roles support a balanced, resilient and distinctive events program that strengthens community pride and delivers lasting benefits for Launceston.

VISION

Launceston is recognised as a leading Tasmanian events city where events connect people, celebrate place and support local prosperity.

Events reflect the city's creativity, gastronomy, heritage and natural setting, delivering experiences that feel welcoming, authentic and unmistakably Launnie.

CONSULTATION

The Events Framework has been informed through a comprehensive program of consultation with local event organisers, community groups, cultural organisations, tourism and hospitality operators, industry representatives and government stakeholders. This engagement was supported by input gathered through the Tomorrow Together surveys, ensuring the framework reflects both industry expertise and broader community aspirations. Together, this consultation has shaped a framework that responds to real world delivery conditions, emerging opportunities and shared priorities for Launceston's future events landscape.

STRENGTHS, OPPORTUNITIES AND CHALLENGES

Launceston's strengths lie in its active community, strong local events sector, concentration of major venues and high levels of participation from both locals and visitors. Events play a central role in civic life, visitation and business activity.

Key challenges include rising delivery costs, infrastructure constraints, limited undercover and mid-sized venues, and the need to grow nighttime and cool season activity.

There are significant opportunities to expand inclusive and low-cost programming, activate underutilised spaces, build workforce capability and strengthen Launceston's identity through distinctive place-based events delivered across all seasons.

STRATEGIC PRIORITIES

To support practical delivery, the Events Framework focuses on six strategic priorities that guide the Council's investment, decision making and operational focus.

Governance, Funding and Facilitation

Maintain a strong, transparent and strategically aligned grants and facilitation model that supports quality delivery and ensures public investment delivers community and economic value.

Infrastructure Investment

Embed event readiness into city planning and prioritise targeted upgrades to high value public spaces and venues to ensure fit for purpose infrastructure across all seasons.

Partnerships

Strengthen strategic partnerships with anchor events, sector organisations, regional bodies and government agencies to grow audiences, build capability and deliver shared outcomes.

Industry Development

Support a confident and capable local events sector through training, mentoring, collaboration and shared resources that lift skills, pathways and overall event quality.

Marketing and Storytelling

Support a unified and visible digital and brand presence for events in Launceston that strengthens storytelling, improves discoverability and positions the city confidently in intrastate and interstate markets.

Event Delivery

Continue to lead and coordinate high quality city led and place-based events that activate priority precincts, mark civic moments and strengthen community connection, while supporting safe and consistent delivery standards across the sector.

IMPLEMENTATION

Delivery will be guided by a detailed Action Plan with clear activities, responsibilities, timeframes and measures of success. Performance will be monitored through regular reporting and continuous improvement to ensure the framework remains responsive and effective.

Alignment with state and regional event and visitation strategies will ensure coordinated investment and shared outcomes.

STRATEGIC ALIGNMENT

The Events Framework works in step with the City of Launceston Strategic Plan 2025 to 2035, the City Heart Place Plan and the Visitation Framework. It also aligns with the Tasmanian Government Events Strategy, the Stadiums Tasmania Strategic Framework and the Tasmania 2030 Visitor Economy Strategy.

This alignment ensures that investment in events supports broader city making, community wellbeing, infrastructure planning and economic resilience, while reinforcing Launceston's role as the primary events centre for Northern Tasmania.

RISK IMPLICATIONS

Strategic and Reputational Risk

Without an endorsed framework, the Council lacks a unified direction for events, increasing the risk of fragmented decision making, reduced industry confidence and reputational impact.

Financial and Business Risk

Without endorsement, the Council's ability to prioritise and justify investment in event funding, infrastructure and partnerships is weakened, increasing the risk of inefficient resource allocation and missed co funding opportunities.

Legal and Governance Risk

In the absence of a formal framework, Council is exposed to governance risk in relation to grant approvals, partnership agreements and event support decisions. Endorsement provides a defensible policy foundation for consistent decision making.

Public Safety and Workforce Risk

A lack of strategic direction increases the risk of reactive delivery, pressure on staff workloads and reduced capacity to plan for peak periods, crowd management and emergency response.

Environmental and Sustainability Risk

Without a clear framework balancing growth with sustainability, there is increased risk of unmanaged pressure on public spaces, venues and natural assets. Endorsement ensures environmental responsibility is embedded into planning and delivery.

Regional and Partnership Risk

Failure to endorse the framework weakens the Council's leadership role as the primary events centre for Northern Tasmania and increases the risk of misalignment with regional and state partners.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT

The Events Framework delivers integrated benefits across all three domains:

- **Economic** through visitation, business activity, employment and sector growth
- **Environmental** through sustainable event planning, infrastructure investment and responsible use of public space
- **Social** through inclusive, accessible events that strengthen community connection, wellbeing and local identity

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 1 - Prosperity

Goal 1.1 Launceston is a premier visitor destination, celebrated for its natural beauty, creative and historic city centre, welcoming community, and rich food culture.

Objective 1.1(a)	Grow and celebrate our identity as a UNESCO Creative City of Gastronomy.
Objective 1.1(b)	Enhance Launceston's reputation nationally and internationally as a leading host city for events and festivals, while leveraging our history and natural beauty to encourage extended and expanded stays.
Objective 1.1(c)	Expand Launceston's position as an arts and cultural hub by providing an environment for creative industries to thrive.

Strategic Pillar 1 - Prosperity

Goal 1.2 Launceston's economy is resilient and sustainable, with significant growth in its gross regional product (GRP) through a diverse economic base supported by a skilled workforce, enabling business environment, and facilitation of investment opportunities.

Objective 1.2(a)	Capitalise on our competitive advantages by focusing on key sectors including food and agricultural innovation, research & development, advanced manufacturing, healthcare and circular economy initiatives.
Objective 1.2(b)	Position Launceston as a business-friendly city that attracts & nurtures entrepreneurs, startups, and microbusinesses.
Objective 1.2(c)	Advocate and collaborate with the State Government, education institutions, industry partners and non-profits to support improvements in adult literacy (including digital literacy) and to support skills development in key sectors.

Strategic Pillar 1 - Prosperity

Goal 1.3. Launceston's attractive employment opportunities, enviable lifestyle and our reputation as a forward-thinking city make it the destination of choice for professionals, entrepreneurs and innovators.

Objective 1.3(b)	Attract and retain young professionals (25 - 34 year-olds) to Launceston.
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Strategic Pillar 2 - Place

Goal 2.3 Launceston's community is connected to our Aboriginal and built heritage, while growing a city of the future.

Objective 2.3(a)	Encourage and facilitate recognition of Aboriginal cultural heritage as a means of retaining a sense of place and connection to Country
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Strategic Pillar 3 - People

Goal 3.1 Community members have access to green, diverse, and inclusive open spaces and facilities enabling them to lead active lives, enjoy nature, and connect with others.

Objective 3.1(a)	Enhance community members' access to climate-change resilient leafy, well-maintained, inclusive public open spaces, prioritising areas with low wellbeing measures.
Objective 3.1(b)	Leverage Launceston's network of waterways by rehabilitating and connecting riparian corridors, connecting them with the public open space network and supporting improvements to the Kanamaluka/Tamar Estuary and surrounding precinct.
Objective 3.1(c)	Ensure neighbourhoods are well-served through community activity hubs that are accessible and inclusive, provide a range of amenities, create opportunities for a diverse range of community activities and support Launceston's diverse cultural, economic, and age groups.

Strategic Pillar 3 - People

Goal 3.2 Participation in cultural and recreational activities is widespread across the community and promotes health and wellbeing at all ages while bridging social, cultural and geographical gaps.

Objective 3.2(a)	Achieve an improvement in health and wellbeing through addressing barriers to inclusion and promotion of physical and social activity such as community arts, sports and recreation.
Objective 3.2(b)	Broaden and increase participation in arts, cultural, and community events to foster community identity, leadership and capacity building, resilience, pride & a sense of belonging.
Objective 3.2(c)	Leverage the City of Gastronomy designation to foster a sense of shared identity, enhance understanding of cultural diversity, promote grassroots food culture, and enhance food security.

Strategic Pillar 3 - People

Goal 3.3 As northern Tasmania's cultural and commercial centre, Launceston's historic city heart is buzzing with activity throughout the day and into the night.

Objective 3.3(b)	Implement bold initiatives that increase nighttime activity, optimise dwell time, maximise appeal to locals and visitors, and add to the City's vibrancy and safety.
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BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. City of Launceston Visitation Framework 2025 [17.2.1 - 28 pages]

17.3. 12-month agreement with Visit Northern Tasmania

FILE NO: SF4935; SF5798

AUTHOR: Angie Hart (Team Leader Visitation and Sponsorship)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider entering into a final 12 month agreement with regional tourism organisation Visit Northern Tasmania for the delivery of initiatives to support visitation in Launceston.

RECOMMENDATION:

That Council:

1. approves a final 12-month funding agreement to the value of \$172,296 excluding GST with Tourism Northern Tasmania Inc trading as Visit Northern Tasmania for the period 1 July 2025 to 30 June 2026, as a defined transition arrangement.
-

REPORT:

BACKGROUND

Visit Northern Tasmania (VNT) is one of four regional tourism organisations in Tasmania and receives funding from the City of Launceston, Tourism Tasmania, industry partners and six other Northern Tasmanian councils.

From 1 July 2022 to 30 June 2025, VNT received annual funding of \$169,750 excluding GST from Council under a three year funding agreement. That agreement has now expired, and VNT has submitted a proposal for a new three year agreement for the period 2025 to 2028, with an increased annual contribution of \$172,296 and CPI indexation applied in years two and three. The proposed schedule largely mirrors the previous arrangement, with minimal change in scope or strategic focus.

Visitation is one of Tasmania's most powerful economic drivers, generating more than \$3.5 billion in annual visitor spending and supporting over 50,800 jobs across the state. Northern Tasmania is central to this success, underpinned by its distinctive food culture, major events, natural landscapes and creative identity, with Launceston firmly positioned at the heart of this activity.

STRATEGIC SHIFT

As the primary urban base, Launnie is where visitors stay, gather, dine, attend events and access essential services before dispersing across the broader region. This role demands a destination brand and market position that is bold, confident and unmistakably differentiated. In an increasingly competitive visitor economy, Launceston must lead with clarity and ambition to drive visitation dispersal, strengthen regional yield and accelerate economic growth across the north.

During the period in which Visit Northern Tasmania has been funded by the City of Launceston, the city has largely been represented as one of seven municipal funding partners. Launceston's role, scale and influence within the Northern visitor economy demand a stronger, more ambitious and less constrained market position. To realise its full potential, Launceston must be able to lead boldly, with clarity and independence. This confidence in market positioning is essential to driving growth in visitation, yield and experience development which, in turn, will strengthen and elevate the broader Northern Tasmania proposition.

In order to maximise Launceston's role as the engine room of the Northern visitor economy, Launceston must confidently lead destination marketing as the primary basecamp and act as the conduit through which the full breadth of Northern Tasmania is experienced.

The aspirations of the City of Launceston Visitation Framework and Events Framework, alongside the City of Launceston Strategic Plan, are clear. Launceston is to be recognised nationally and internationally as a city of connection and welcome. A city where visitors share our stories, experience our gastronomy, landscapes and culture and where heritage meets innovation. In Launnie, visitors feel part of the community and visitation actively strengthens liveability, creativity and opportunity for the city and its people.

Together, these documents fundamentally reposition Council's role in destination marketing, visitor servicing and the broader visitor and event economy. They establish a clear mandate for the City of Launceston to take a stronger leadership role in shaping place based promotion, experience development, visitation growth and event driven city activation.

While Visit Northern Tasmania will continue to include Launceston in regional destination marketing funded through Tourism Tasmania, the existing model of regional destination marketing delivery does not support the agility or place specific focus required to deliver the outcomes set out in the Visitation and Events Frameworks.

FUTURE FOCUS

It is recommended that Council approve a final 12 month transition period from 1 July 2025 to 30 June 2026. This time limited arrangement will maintain regional continuity in the short term and time for VNT to adjust their service model accordingly, while enabling Council to progressively establish an in house destination marketing and visitor economy function and commence delivery of the Visitation and Events Frameworks in alignment with the City's adopted strategic priorities.

This approach will position the City of Launceston to directly lead destination marketing, visitor experience development and event economy growth in a manner that is locally responsive, strategically aligned and clearly focused on strengthening Launceston's profile as a leading place to visit, live and work.

REGIONAL CONTRIBUTOR

The City of Launceston's working relationship with Visit Northern Tasmania will remain largely unchanged both during and beyond the transition period, recognising that Visit Northern Tasmania's priorities are, and will continue to be, focused at the regional level.

Council will continue to engage constructively with Visit Northern Tasmania in its role as the state funded Regional Tourism Organisation through Tourism Tasmania. This will include ongoing participation in relevant regional forums, structured information sharing and collaboration to ensure alignment between state led initiatives, regional priorities and the City of Launceston's strategic objectives.

RISK IMPLICATIONS:

- With the adoption of the Visitation and Events Frameworks in 2025 to 2026, aligned to the City of Launceston Strategic Plan, Council will introduce a new set of priorities, objectives and actions for destination marketing, visitor servicing and the visitor and event economy. Entering into a further three year agreement with VNT at this time risks outcomes that are misaligned with Council's adopted strategic direction.
- This risk extends beyond duplication of effort. A misaligned regional delivery model has the potential to dilute Council's place based priorities and create conflicting narratives for Launceston as a destination. This would diminish the effectiveness of both Council investment and staff resources at a critical time of strategic transition.
- For this reason, a final 12 month funding period is recommended as a prudent transition measure. This will allow VNT to deliver its 2025 to 2026 program, while enabling Council to clearly define and establish its future in house destination marketing and visitor economy role in full alignment with the adopted frameworks.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 1 - Prosperity

Goal 1.1 Launceston is a premier visitor destination, celebrated for its natural beauty, creative and historic city centre, welcoming community, and rich food culture.

Objective 1.1(a)	Grow and celebrate our identity as a UNESCO Creative City of Gastronomy.
Objective 1.1(b)	Enhance Launceston's reputation nationally and internationally as a leading host city for events and festivals, while leveraging our history and natural beauty to encourage extended and expanded stays.
Objective 1.1(c)	Expand Launceston's position as an arts and cultural hub by providing an environment for creative industries to thrive.

Strategic Pillar 1 - Prosperity

Goal 1.2 Launceston's economy is resilient and sustainable, with significant growth in its gross regional product (GRP) through a diverse economic base supported by a skilled workforce, enabling business environment, and facilitation of investment opportunities.

Objective 1.2(a)	Capitalise on our competitive advantages by focusing on key sectors including food and agricultural innovation, research & development, advanced manufacturing, healthcare and circular economy initiatives.
Objective 1.2(b)	Position Launceston as a business-friendly city that attracts & nurtures entrepreneurs, startups, and microbusinesses.

Strategic Pillar 3 - People

Goal 3.2 Participation in cultural and recreational activities is widespread across the community and promotes health and wellbeing at all ages while bridging social, cultural and geographical gaps.

Objective 3.2(b)	Broaden and increase participation in arts, cultural, and community events to foster community identity, leadership and capacity building, resilience, pride & a sense of belonging.
Objective 3.2(c)	Leverage the City of Gastronomy designation to foster a sense of shared identity, enhance understanding of cultural diversity, promote grassroots food culture, and enhance food security.

Strategic Pillar 3 - People

Goal 3.3 As northern Tasmania's cultural and commercial centre, Launceston's historic city heart is buzzing with activity throughout the day and into the night.

Objective 3.3(b)	Implement bold initiatives that increase nighttime activity, optimise dwell time, maximise appeal to locals and visitors, and add to the City's vibrancy and safety.
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BUDGET AND FINANCIAL IMPLICATIONS:

There is an allocation to VNT of \$169,750 for the 2025/2026 year in the Visitation and Sponsorship budget. A budget overrun of \$2,546 to cover the increase in the funding agreement amount to \$172,296 will occur this financial year.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

Nil

18. QUEEN VICTORIA MUSEUM AND ART GALLERY (QVMAG)

No items have been identified as part of this Agenda

19. COMMUNITY ASSETS AND DESIGN

19.1. Asset Management Project Update

FILE NO: SF7897

AUTHOR: Erica Deegan (Senior Leader Asset Management Project)

APPROVER: Chelsea van Riet (Executive Leader Community Assets and Design)

DECISION STATEMENT:

To receive the report providing an update on the Asset Management Project

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council – 29 May 2025 - 19.1 - Asset Management Review

RECOMMENDATION:

That Council:

1. receives the information contained in the Asset Management Project report.
-

REPORT:

Council is responsible for circa \$2.5 billion in assets across a range of asset classes, and it is a requirement under the Local Government Act for Council to manage its assets in a fiscally responsible manner.

As presented at Council 29 May 2025, a consultant was appointed in early 2025 to undertake a 'health check' of the current state of asset management governance in the organisation. Following this, an asset management project was established to address the findings of the 'health check', supported by a Major Operational Project. The project substantially commenced in August 2025 and aims to strengthen Council's asset management practices and enhance governance to support sustainable service delivery.

The key outputs for the Asset Management Project, as outlined in the 2025/2026 Annual Plan are:

- Create Asset Management Framework (AMF) and establish governance structures in line with ISO 55000.
 - Define roles and responsibilities for all aspects of the asset lifecycle (renewal, upgrade, operations, maintenance and disposal) and information management.
 - Consider resourcing and update position descriptions accordingly.
-

- Create revised Asset Management Plan template.
- Develop Asset Data and Information Standards and create an Asset Information Improvement Plan.
- Implement training for relevant personnel.

ACTIONS COMPLETED

In the first few months, the project has focused on restoring Asset Management governance, starting the asset criticality review, and updating Capital Project prioritisation to better account for asset risk, strategic alignment, organisational impact, and project location.

The Senior Leader Asset Management Project has also formed a key role within the Tender Panel for Project Ignite (representing the Asset Management function), and on the Reference Group for the Service Level Project.

Specific actions completed include:

- Re-establishment of the Asset Management Steering Committee, comprising the Executive Leader Delivery and Performance, Executive Leader Community Assets and Design and Senior Leaders responsible for specific asset related functional areas. Three meetings have been held since early September 2025.
- Update of the Asset Management Governance Framework (30-Rf-056), endorsed by the Asset Management Steering Committee, adopted by the Executive Leadership Team and presented to the Audit Panel.
- Review of the existing Capital Project prioritisation process, adoption of changes and implementation within the TechnologyOne system.
- Improved coordination among staff managing asset data by consolidating responsibilities within a single team for the duration of the project.

ACTIONS UNDERWAY

Multiple actions are currently in progress as part of the project, with a focus on further strengthening governance, improving processes, and enhancing organisational capability.

Specific actions underway include:

- Completing the Asset Criticality Assessment, which began in late September. This process identifies assets with the most significant potential failure impacts and their relevance to council goals, helping determine intervention thresholds and maintenance needs.
- Conducting a training needs analysis and creating a staff training program.
- Creating an updated Asset Management Plan template, starting with the Buildings Asset Class as a pilot. This will include integration with the Service Level Project.
- Development of the Capital Works Program for FY2026/2027.

PLANNED ACTIONS

The following actions are planned for the first half of 2026:

- Clarifying and documenting roles and responsibilities to enhance governance and delivery. This will include consideration of the resourcing for strategic asset management following the completion of the project.
- Providing training programs to relevant staff, tailored according to need.
- Establishing a review schedule for Asset Management Plans and updating plans for asset classes with the greatest needs.
- Revising the Strategic Asset Management Plan to reflect current circumstances.
- Develop Asset Data Standards and Consistency requirements in alignment with the Corporate Application Replacement through Project Ignite. Asset information improvement requirements will be captured within a plan, iterating as Project Ignite is implemented.

RISK IMPLICATIONS:

Implementing governance, structured processes, and comprehensive training in our asset management practices addresses risk responses through established procedures, thus ensuring effective asset management and reducing potential adverse impacts.

Without established asset management governance and processes, the organisation faces its greatest risk in financial exposure, followed by reputational concerns (i.e. service delivery failures), and potentially non-compliance with regulatory requirements.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Council needs to be cognisant, that lack of adequate asset management and supporting financial investment, could lead to significant social impacts on existing and future users via a reduction in service delivery.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

There are no specific budget or financial implications associated with this report.

Improvements to our asset management practices and improved data will ultimately provide clarity around the costs associated with managing our \$2.5 billion in assets to the level of service deemed appropriate by Council for each class.

Robust asset management, proactive capital planning, and comprehensive understanding of service delivery and whole-of-life costs associated with the Strategic Plan and Four Year Delivery Plan are essential components for informing the Long Term Financial Plan.

This work is expected to have a significant impact on future versions of the Council's Long Term Financial Plan.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

Nil

19.2. Request to Waive Planning Permit Fees - 103-109 Wellington Street, Launceston

FILE NO: DA0509/2025

AUTHOR: Duncan Payton (Town Planner)

APPROVER: Chelsea van Riet (Executive Leader Community Assets and Design)

DECISION STATEMENT:

To consider a request for a fee dispensation to waive the planning application fees for DA0509/2025 - Construction of a 6-storey building for social and affordable housing and associated uses in other tenancies.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) - Division 7, s205 and s207
Local Government (Meeting Procedures) Regulations 2015

RECOMMENDATION:

That Council:

1. notes that no organisational policy exists currently that enables an officer to recommend a waiver of fees to support the development of social and affordable housing in the municipality; and
 2. refuses the request for a fee dispensation to waive and refund the planning application fees, in the amount of \$39,368, for DA0509/2025 - 103-109 Wellington Street, Launceston - Construction of a 6-storey building for social and affordable housing and associated uses in other tenancies.
-

REPORT:

BACKGROUND

City Mission has lodged an application for planning approval for the development and use of a six-storey building at the rear of their site at 101-109 Wellington Street. The building is intended to provide 48 social and affordable housing units in conjunction with health, community and emergency relief services and will create, what the City Mission refers to as, the Launceston Community Precinct.

The application states a development cost of \$26.4 million and as such, attracts development application fees of \$38,950 (the current maximum fee), plus an advertising fee of \$418. To allow the application to proceed, the applicants have paid the prescribed fees.

The City Mission have asked that the fee be waived and payment be refunded and provides the following comment in support of their request:

This project represents a significant investment in the wellbeing of our community, with a total construction cost of approximately \$30 million. It will deliver 48 units of social and affordable housing, alongside integrated health, community, and emergency relief services, all within a trauma-informed, heritage-sensitive design. The precinct will be a welcoming and inclusive space for people at risk of homelessness, and for the broader Launceston community.

The development aligns strongly with several strategic priorities of the City of Launceston, including:

- *City Heart Project – revitalising the CBD through heritage-sensitive, medium-density development*
- *Launceston City Deal – supporting place-based solutions and improved community infrastructure*
- *Housing Plan 2025–2040 – delivering infill housing and addressing critical housing shortages*

Not only will there be the significant social benefits to the Launceston community, the Precinct will also support over 180 ongoing jobs, provide a hub for collaboration among community service organisations, and offer a sustainable model for long-term service delivery. It is listed as a priority project by the Northern Tasmanian Development Corporation and has received funding support from both the Federal and State Governments.

Given the scale of community benefit, the alignment with Council's strategic goals, and the not-for-profit nature of our organisation, we respectfully request that Council consider waiving the Development Application fee of approximately \$40,000.

PRECEDENT

To the extent that precedent may be considered relevant:

- At its meeting of 15 June 2023, Council refused a request to waive the capped development fee of a second application where the proponents sought to split a proposed hotel development into two applications.
- At its meeting of 22 August 2024, Council determined to apply a 50% discount to the development fee for each of the three proposed separate applications for the development and use of the Launceston Private Hospital. That reduction did not apply to fees required for advertising or the planning scheme amendment.

DISCUSSION

Council has consistently demonstrated its support for major developments, particularly those with a clear community benefit, through proactively working with proponents, existing fee capping, strategic reports such as massing and parking studies, and flexibility in a long-term approach to resolution of issues.

As noted in similar requests previously, Council must also have regard to the potential setting of an undesirable precedent that may raise an expectation of future fee reductions, which in turn increase assessment costs to Council and reduce certainty and transparency in the community.

At this time, Council does not have a policy addressing the waiving or remittance of development application fees and, in absence of such, the waiving of \$39,368 in application and advertising fees must be determined by Council, in accordance with section 207 of the Local Government Act 1993. It is noted that, as the Act does not prescribe matters to be considered in reaching such a determination, Councilor's may consider the matter on its merits in accordance with their own conscience.

Whilst the recommendation is for refusal of the request, council may wish to consider an alternative recommendation such as:

That Council approves the request for a fee dispensation and waives and refunds the planning application fees, in the amount of \$39,368, for DA0509/2025 - 103-109 Wellington Street Construction of a 6-storey building for social and affordable housing and associated uses in other tenancies.

OR

That Council approves, in part, the request for a fee dispensation to waive and refund the planning application fees, in the amount of \$39,368, for DA0509/2025 - 103-109 Wellington Street, Launceston - Construction of a 6-storey building for social and affordable housing and associated uses in other tenancies, to an amount of \$[to be determined].

If the Council determines to remit all or part of the fees, s.77 of the Act requires that details of such remittance be included in the Annual Report of Council.

RISK IMPLICATIONS:

There is concern that the waiving of fees for the application may set a precedent, that encourages an expectation of future remittance of Development Applications for large-scale developments.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Whilst the economic and social impact of the proposed Launceston Private Hospital may be significant, the waiving or otherwise of what amounts to 0.027% of the projected cost of the development can have only marginal impact upon the viability of the proposal.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Information contained within the report.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. 251030 City Mission - DA Fee waiver request for Launceston Community Precinct
[19.2.1 - 1 page]

20. DELIVERY AND PERFORMANCE

20.1. Monthly Financial Performance Report

FILE NO: SF7694

AUTHOR: Pieta Sinfield (Team Leader Accounting)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the October 2025 Capital and Operational financial reports against budget.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. notes the report outlining both Capital and Operational results to the period ending 31 October 2025.
-

REPORT:

Operational Result October 2025

Details are provided in Attachment 1 - Monthly Financial Performance Report October 2025.

The YTD budget forecasts an underlying deficit of \$1,803,427. The YTD actual underlying deficit is \$518,420. This results in a favourable YTD variance of \$1,285,007.

Rates revenue is tracking \$208k above YTD budget: The second rates instalment, due at the end of November, has been issued. Early receipts in October have temporarily increased revenue, resulting in the actual exceeding the budget for the period.

User Fees and Charges are tracking \$1m above YTD budget due to increased trading revenue from the Aquatic Centre, Carr Villa, Launceston Waste Centre, Visitor Information Centre, and QVMAG Bookshop. The delay in transferring UTAS Stadium to Stadiums Tasmania has resulted in unbudgeted income from hosting AFL games.

The YTD variance of Employee Benefits has shifted from \$1.2m favourable in September to \$84k unfavourable in October. We have anticipated a broadly consistent result with last month (around \$1m favourable), but the movement reflects payroll timing, with three pay runs falling in October, including one posted ahead of its cash outflow. Excluding this anomaly, the underlying position remains consistent with expectations. Payroll tax and workers' compensation continue to track favourably. The unfavourable variance also reflects timing impacts from staff leave and project labour costs, which are expected to normalise over the year. However, casual labour hours will not normalise as these costs were unbudgeted.

The favourable variance of \$354,488 in Material and Service is attributable to insurance and general administration costs. Savings from project materials and services will normalise over coming months.

Depreciation expenses are unfavourable to budget by \$276,719. This variance is primarily due to the budget being forecasted using a CPI indexation rate of 3.10%. The actual revaluation of roads assets resulted in higher asset values than anticipated, leading to increased depreciation expenses. Loss on Disposal of Fixed Assets has also resulted in an unfavorable variance of \$94,718 driven by timing factors. This variance is anticipated to change by the end of the financial year.

Capital Expenditure October 2025

Total capital expenditure budget for 2025/2026 is made up of carried forward budget funds of \$48,734,116, Current Year Council Funds of \$30,809,393 and External Funding of \$10,981,055 for a total budget of \$90,524,564.

The Council currently has a total of 128 capital projects with 16 (12.40%) not started. This is a change from the September period where there was a total of 128 capital projects and 19 (14.84%) not started.

RISK IMPLICATIONS:

Council operates within a constrained financial environment with an approved deficit operating budget for 2025/2026.

Ensuring that Councillors and the public are provided with timely monthly information regarding Council's financial performance on a regular basis is critical to transparency and informed decision making.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

As per the report.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. Monthly Financial Performance Report Period 4 - October 2025 [20.1.1 - 9 pages]

20.2. 2025/2026 Budget - Budget Amendment

FILE NO: SF7769/SF7514

AUTHOR: Pieta Sinfield (Team Leader Accounting)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

For Council to:

1. consider changes to the Council's 2025/2026 Statutory Estimates and to consider adjustments made during 1 October 2025 to 31 October 2025 by the Chief Executive Officer to the 2025/2026 Budget.

A decision for Recommendation 1. requires an absolute majority of Council in accordance with section 82(4) of the Local Government Act 1993 (Tas).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993 (Tas)* and by an absolute majority, approves the following changes to the 2025/2026 Statutory Estimates:
 - (a) Revenue
 - i. the net increase in revenue from external grants and contributions of \$76,976.
 - (b) Expenses
 - i. the net increase in operations expenditure of \$75,000.
 - (c) Capital Works Expenditure
 - i. the net increase in expenditure from external funds of \$76,976.
 - ii. the net decrease in the Council's funded expenditure of \$75,000.
 2. notes that amendments from Recommendation 1. result in:
 - (a) the operating deficit being amended to \$1,102,840 (including capital grants of \$10,981,055) for 2025/2026.
 - (b) the capital budget being increased to \$41,790,448 for 2025/2026.
 3. pursuant to section 82(7) of the *Local Government Act 1993 (Tas)*, receives the Chief Executive Officer's report on adjustments to the 2025/2026 budget for the period 1 October 2025 to 31 October 2025.
-

REPORT:

1. Budget Amendments

The budget amendments are changes to the Statutory Estimates which require a Council decision. The changes relate to external grant revenue and transfers between Operations and Capital projects.

	Operations \$'000	Capital \$'000
Statutory Budget as 01/07/2025	2,097	34,007
Adjustments Approved by Council to 30/09/2025	7,779	7,781
Balance Previously Advised as at 30/09/2025	9,876	41,788

Amendments

Additional Council Funds	0	0
Capital to Operations	(75)	(75)
Operations to Capital	0	0
External Funds	77	77
External Funds Not Received	0	0
Statutory Budget as at 31/10/2025	9,878	41,790
 Deduct Capital Grants and Contributions	 <u>(10,981)</u>	
Underlying Operating Budget Surplus/(Deficit)	<u>(1,103)</u>	

The table summarises all other Budget Agenda Items and includes reconciliations of the budgeted operating result and capital expenditure.

Details of the amendments are as follows:

1(a) The following items need to be reallocated from Capital to Operations:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24769	Buildings Renewal Program 25/26	\$2,500,000	\$75,000	\$0	\$2,425,000
OPM2551	OPM2026 Townhall Structural Repairs	\$0	\$0	\$75,000	\$75,000
	TOTALS	\$2,500,000	\$75,000	\$75,000	\$2,425,000

The project scope of works:

CP24769 – Buildings Renewal Program 25/26 budget is required to be transferred to OPM25511 Townhall Structural Repairs as a result of unplanned structural repairs to Town Hall.

Capital to Operations	Operations	Capital
OPM2026 Townhall Structural Repairs	\$75,000	(\$75,000)
TOTAL	\$75,000	(\$75,000)

1(b) The following items have been affected by external funding changes and affect both the Capital and Operations budgets:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL 10.0.1065.10 00.12742	Grants Capital – Federal - Sports	\$0	\$76,976	\$0	(\$76,976)
CP24726	LA Efficient Electrification	\$75,000	\$0	\$76,976	\$151,976
	TOTALS	\$75,000	\$76,976	\$76,976	\$75,000

The project scope of works:

The scope of Efficient Electrification at Launceston Aquatic Centre delivers best practice energy efficiency upgrades at the regional Launceston Aquatic Centre and aims to leverage project learnings to 100% electrify for other Council facilities in the future. The project includes communications to motivate the local community and the broader Local Government sector in Tasmania to undertake energy upgrades as well as promoting existing energy support programs the Council offers to businesses and residents. The Grant is being provided as part of the Community Energy Upgrades Fund Round 1 grant opportunity from the Federal Government.

External Funding	Operations	Capital
LA Efficient Electrification	(\$76,976)	\$76,976
TOTAL	(\$76,976)	\$76,976

2. Chief Executive Officer's Report on Adjustments

Pursuant to section 82(6) of the *Local Government Act 1993* (Tas), Council has authorised the General Manager (Chief Executive Officer) to adjust budgets up to \$500,000 so long as the adjustments do not alter revenue, expenditure, borrowings or capital works estimates in total. The Budget Management Policy (12-PI-001), adopted by Council on 13 October 2014, refers to section 82(7) of the *Local Government Act 1993* (Tas) which requires the Chief Executive Officer to report any adjustment and an explanation of the adjustment at the first Ordinary Meeting of the Council following the adjustment.

Project Number	Project Description	Budget Before This Adjustment	Adjustment	Revised Budget	Type of Change
CP24687	Cataract Gorge Restaurant Carpet & Paint	\$40,000	(\$40,000)	\$0	Decrease
CP24634	Cataract Gorge Restaurant Refurb 24/25	\$234,872	\$40,000	\$274,872	Increase
	TOTALS	\$274,872	\$0	\$274,872	

The following capital project adjustments have occurred in the period from 1 October to 31 October 2025:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24687	Cataract Gorge Restaurant Carpet & Paint	\$40,000	\$40,000	\$0	\$0
CP24634	Cataract Gorge Restaurant Refurb 24/25	\$234,872	\$0	\$40,000	\$274,872
	TOTALS	\$274,872	\$40,000	\$40,000	\$274,872

The project scope of works:

It is indicated that in order to keep the Gorge Restaurant in better condition to serve the public, there is some more work to do including the accessibility design and some assets to acquire including screens and signage. Work for carpet and painting can be done while the general refurbishment work is going on. Therefore, this budget amendment is prepared for merging the Cataract Gorge Restaurant Carpet & Paint project into the existing Cataract Gorge Restaurant Refurb 24/25 project with budget being transferred to it.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL ASPECTS:

As per the report.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

Nil

20.3. Request for Remission of Rates - Nunamara Hall

FILE NO: SF0385

AUTHOR: Emily Causley (Executive Assistant - Delivery and Performance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider a request for the remission of rates levied for the property located at 39459 Tasman Highway, Nunamara known as the Nunamara Memorial Hall.

This decision requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. notes the request for the remission of rates levied for the property located at 39459 Tasman Highway, Nunamara known as the Nunamara Memorial Hall (ECM Doc Set ID 5311753), submitted by the Community of the St Patricks River District (Tas) Inc.
 2. by absolute majority, approves the request to remit rates and fees of \$1030.79 levied against the property in respect of council's rates for the 2025/2026 year, excluding the Fire Levy or Waste Charge.
-

REPORT:

City of Launceston transferred the Nunamara Hall to the St Patricks Valley Progress Association (the Association) in 2019, for \$1, with the following stipulations;

- The Association will conduct the Hall as a community facility.
- Should the Association at any time in the future, following broad consultation within the St Patricks River Valley Community, seek to dispose of the Hall in the manner of disposal shall require the approval of Council prior to completion.
- Should the Association be disbanded the approval of Council will be sought by the Association for the hall to be passed on to another similar not for profit community organisation to continue to be used for the benefit of the local community.
- Should no organisation exist ownership of the hall will be passed back to Council.

- These conditions will be incorporated into the Associations' constitution with an addendum that the relevant clauses cannot be changed without the approval of Council.

By transferring ownership, City of Launceston achieved annual maintenance, depreciation, utilities and capital renewal/upgrade cost savings, far in excess of the amount being recommended for remission.

The transfer of ownership from the City of Launceston to the Association represented a proactive step in aligning with Council's strategic objectives for sustainable asset management and community empowerment. This decision reflects a deliberate approach to managing non-core assets in a way that maximises community benefit while reducing long term financial and operational obligations for Council.

By enabling local organisations to assume ownership and stewardship of facilities that primarily serve community purposes, Council ensures these assets remain accessible, relevant, and responsive to local needs. This model not only strengthens community capacity but also demonstrates best practice in asset lifecycle management, where resources are allocated to deliver the greatest value for both Council and the community.

Community associations often operate on limited budgets and rely heavily on volunteers. Remitting general rates for the 2025/2026 financial year will assist the Association in maintaining financial viability, which will serve to benefit the local Nunamara (and broader) community long term.

Similar consideration could be given to the transfer of future Council owned community halls and comparable assets for community use by providing rating relief upon transfer. This approach reflects Council's commitment to sustainable asset management and community led initiatives, ensuring that facilities remain accessible, relevant, and beneficial to residents.

Importantly, this policy position will be reviewed as part of Council's Building Asset Hierarchy Review, which seeks to prioritise assets based on strategic value, lifecycle costs, and community benefit. In addition, the upcoming Rate Remission Policy Review will provide an opportunity to formalise guidelines for supporting community organisations during ownership transitions, ensuring consistency, transparency, and alignment with Council's long term financial sustainability objectives.

Legislation

129. Remission of rates

- (1) *A ratepayer may apply to the council for remission of all or part of any rates paid or payable by the ratepayer or any penalty imposed or interest charged under section 128 .*
- (2) *An application is to be –*
 - (a) *made in writing; and*
 - (b) *lodged with the general manager.*
- (3) *A council, by absolute majority, may grant a remission of all or part of any rates, penalty or interest paid or payable by the ratepayer.*

- (4) *A council, by absolute majority, may grant a remission of any rates, penalty or interest paid or payable by a class of ratepayers.*
- (5) *The general manager is to keep a record of the details of any remission granted under this section.*

RISK IMPLICATIONS:

Granting the remission would reduce Council's rate revenue and may set a precedent for other organisations or developments seeking similar concessions. This could have a cumulative financial impact and undermine council's ability to deliver services and maintain infrastructure at expected levels.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Local ownership fosters a stronger sense of community stewardship. The Association is better positioned to tailor programs and services to meet local needs, increasing utilisation and social value.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 3 - People

Goal 3.1 Community members have access to green, diverse, and inclusive open spaces and facilities enabling them to lead active lives, enjoy nature, and connect with others.

Objective 3.1(c)

Ensure neighbourhoods are well-served through community activity hubs that are accessible and inclusive, provide a range of amenities, create opportunities for a diverse range of community activities and support Launceston's diverse cultural, economic, and age groups.

BUDGET AND FINANCIAL IMPLICATIONS:

The remission of \$1,030.79 can be accommodated within Council's 2025/2026 overall operational budget. The annual remissions budget is unfavourable, due to unbudgeted remissions of planning and development fees and additional properties eligible for s129 remissions.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. Submission for Rate Rebate - Nunamara Memorial Hall - November 2025 [20.3.1 - 4 pages]

20.4. Audit Panel Charter

FILE NO: SF3611

AUTHOR: Nathan Williams (Executive Leader Delivery and Performance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider amending the Audit Panel Charter (14-Plx-010).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Audit Act 2008 (Tas)
Local Government (Audit Panels) Order 2014

PREVIOUS COUNCIL CONSIDERATION:

Audit Panel Meeting – 26 September 2025 – Agenda Item 13.1 - Audit Panel Charter
Audit Panel Meeting – 24 November 2025 – Agenda Item
Council Meeting- 7 April 2022 – Agenda Item 19.2 - Audit Panel Charter (14-Plx-010)

RECOMMENDATION:

That Council:

1. approves the updated Audit Panel Charter (14-Plx-010) as follows:

Audit Panel Charter

The City of Launceston (the Council) has established the Audit Panel in compliance with Division 4 of the *Local Government Act 1993* (the Act) and the *Local Government (Audit Panels) Order 2014* (the Audit Panels Order).

This charter sets out the Panel's objectives, authority, composition, tenure, functions, reporting and administrative arrangements.

OBJECTIVE

The objective of the Audit Panel is to review the Council's performance under section 85A of the *Local Government Act 1993* (Tas). It is to report its conclusions and recommendations to the Council.

AUTHORITY

The Council authorises the Audit Panel, within its responsibilities, to:

- Get any information it needs from an employee or external party. This is subject to any legal obligation to protect information
- Discuss any matters with the Tasmanian Audit Office, or other external parties. This is subject to confidentiality considerations
- Request the attendance of any employee at Audit Panel Meetings; and
- Get legal or other professional advice if necessary to meet its responsibilities, such as requests to be directed to the Executive Leader Deliver and Performance in the first instance, to be managed within budget and in keeping with existing procurement processes.

COMPOSITION AND TENURE

The Audit Panel comprises 2 Councillors and 3 external members, appointed by the Council.

The Council's Community Appointments to Advisory Committees Policy (14-Plx-029) provides a framework for the appointment of the Audit Panel's external members.

The following people are not eligible for appointment as a member of the Panel:

- An employee
- The Chief Executive Officer; or
- The Mayor.

A person who is an employee or Councillor of another municipal Council is not eligible for appointment as a member of the Panel.

If a Commissioner is appointed to the Council, they may be appointed as a member of the Panel.

The Council will appoint an external member as the Chairperson of the Panel.

Audit Panel members are appointed for a period of 4 years.

Audit Panel members may be re-appointed at the approval of the Council, subject to a maximum term of 8 years.

FUNCTIONS

The Audit Panel must comply with the Audit Panels Order. When reviewing the Council's performance, the Audit Panel is to consider:

- The Council's financial system, financial governance arrangements and financial management
- Whether the annual financial statements of the Council accurately represent the situation of the Council
- Whether and how the following are integrated and the processes by which, and assumptions under which these plans were prepared:
 - Strategic plan
 - Annual plan
 - Long-term financial management plan; and
 - Long-term strategic asset management plan.

- The accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that the Council has in relation to safeguarding its long-term financial position
- Whether the Council is complying with the provisions of the Act and any other relevant legislation; and
- Whether the Council has taken any action in relation to previous recommendations provided by the Audit Panel to the Council. If it has acted, what was the action and was it effective; and
- Any other activities determined by the Panel
- Review and approve the scope of the internal audit plan and the effectiveness of the function. The review should consider whether the internal audit plan systematically addresses:
 - Internal controls over areas of identified risk, both strategic and include both operational compliance matters
 - Review internal audit reports and monitor the performance of management in responding to and actioning recommendations
 - Compliance is achieved with relevant legislation, Council policies and procedures
 - Ensure a collaborative relationship exists between internal and external auditors

KEY AREAS

In fulfilling its functions, the Audit Panel should consider the following key areas:

- Corporate governance
- Systems of internal control
- Risk management frameworks
- Human resource management, including policies, procedures and enterprise agreements
- Procurement
- Information and communications technology governance
- Management and governance of the use of data, information and knowledge; and
- Internal and external reporting requirements.

RESPONSIBILITIES OF PANEL MEMBERS

Members of the Audit Panel are expected to understand and observe the legal requirements of the Act and the Audit Panels Order. Members are also expected to:

- Act in the best interests of the Council
- Apply sound analytical skills, objectivity and judgement
- Express opinions constructively and openly
- Raise issues that relate to the Audit Panel's functions
- Pursue independent lines of enquiry within the Panel's deliberations and meetings; and
- Contribute the time required to review the papers provided.

REPORTING

The Audit Panel is to provide a copy of its meeting minutes to the Council as soon as possible after each Audit Panel meeting.

If the Audit Panel has conducted a review under section 85A of the Act, the Audit Panel must provide a written report of its conclusions and recommendations to the Council. This should be done as soon as possible after the review is completed.

The Audit Panel must provide an annual report to the Council that comprises, at least:

- A summary of the work undertaken and significant findings during the past year
- A review of the Panel's Charter and, if required, recommended changes to the Council for its approval
- An update on the membership of the Panel, if there have been or may be change
- The focus areas and proposed work plan for the coming year; and
- Any other matters that need the Council's attention.

ADMINISTRATIVE ARRANGEMENTS

Meetings

The Audit Panel will meet at least four times per year.

The Audit Panel is to regulate its own proceedings in accordance with this Charter.

The Chairperson may determine that a meeting is to be held privately.

The Chief Executive Officer and Executive Leader Delivery and Performance or their delegates are to attend Audit Panel meetings unless the Chairperson determines a meeting is to be held in private.

The Audit Panel may invite or allow any of the following to attend meetings of the Audit Panel:

- Councillor and/or employee of the Council;
- Representatives from Council's Internal Auditor; and
- Representative/s of the Tasmanian Audit Office.

Quorum

A quorum of the Audit Panel meeting is 3 members, including at least 1 independent member.

Work plan

The Audit Panel is to develop an annual work plan. It should include but is not limited to a schedule of meetings and the known objectives for each meeting.

Meeting agendas should include all matters referred to the Audit Panel that fit within its remit. It can then determine which items will be prioritised for inclusion in the work plan.

The forward meeting schedule should include the dates, location, and proposed agenda items for each meeting.

Secretariat

The Council, in consultation with the Audit Panel, will appoint a person to provide secretariat support to the Audit Panel. The secretariat will ensure the:

- Agenda for each meeting is approved by the Chairperson
- Agenda and supporting papers are circulated at least six full days before the meeting; and
- The minutes of the meetings are prepared and submitted to the Council as soon as possible after each meeting.

Resources

The Audit Panel will talk with the Chief Executive Officer each year about resources. Resources are needed so the Panel can carry out its functions and achieve its objectives.

Interests

Real, potential or perceived pecuniary or non-pecuniary interests may affect Audit Panel functions. Audit Panel members must declare any interests. The Audit Panel members with an interest must also notify the Chief Executive Officer. This should be in writing within seven days of declaring the interest.

When making declarations, independent members are to consider:

- Past employment
- Consultancy arrangements; and
- Related party issues

A standing item for declarations of interests should be included in all panel meeting agendas.

The Chairperson of the Audit Panel is to ensure that the declaration of an interest is recorded:

- In the minutes of the meeting; and
- Any relevant written report.

Confidentiality

Panel members must maintain confidentiality. This includes any information, documents and communication that the Council or Panel has designated as being confidential. Members should only access Council information needed to perform their role on the Panel.

Code of conduct

Audit Panel members are to abide by standards of behaviour in the Code of Conduct for Members of the Audit Panel.

Induction

In consultation with the Chair, the Chief Executive Officer and Executive Leader Delivery and Performance or their delegates will provide new Audit Panel members with relevant information and briefings. This will assist them in meeting their Audit Panel responsibilities.

Remuneration

The Audit Panel's external members will be paid an annual sitting fee of \$4,000 per external member with an additional \$2,000 for the Chair. These amounts exclude GST. From 1 January 2027, the sitting fee will be increased in January each year by the annual December Hobart CPI prior to the first Audit Panel meeting of the year.

RELATED POLICIES AND PROCEDURES

14-Plx-029 Community Appointments to Advisory Committees Policy

14-HLPrx-012 Committee Representation Details

14-Plx-032 Code of Conduct for Councillors

22-PI-030 Code of Conduct Policy

14-PI-036 Audit Panel Code of Conduct

RELATED LEGISLATION

Audit Act 2008 (Tas)

Local Government Act 1993 (Tas)

Local Government (Audit Panels) Order 2014

REFERENCES

Local Government Audit Panels - A Practice Guide (Revised March 2024) - Office of Local Government, Department of Premier and Cabinet, Tasmania

REVIEW

This Charter will be reviewed annually by the Audit Panel and referred to the Council if changes are recommended.

REPORT:

The Audit Panel Charter (14-Plx-010) is presented to Council for approval following a review by the Audit Panel at its Meetings on both 26 September 2025 and 24 November 2025.

The proposed Audit Panel Charter has been prepared in line with the model charter, provided by the Office of Local Government, Department of Premier and Cabinet, in March 2024. The model charter aligns with the Office of Local Government's *Local Government Audit Panels A Practice Guide*.

Differences between the model charter and the Audit Panel Charter listed in the recommendation is the underlined text as follows:

AUTHORITY

The Council authorises the Audit Panel, within its responsibilities, to:

- o get any information it needs from any employee or external party. This is subject to any legal obligation to protect information
- o discuss any matters with the Tasmanian Audit Office, or other external parties. This is subject to confidentiality considerations
- o request the attendance of any employee at Audit Panel meetings; and
- o get legal or other professional advice if necessary to meet its responsibilities, such requests to be facilitated by the Executive Leader Delivery and Performance in the first instance, to be managed within budget and in keeping with existing procurement processes.

In place of the underlined text, the model code suggests a dollar amount is nominated. The author believes that the underlined text is a simpler process given that any purchase orders or requests for quotes would need to be raised via existing financial approval and procurement processes.

The Internal Audit function is not specified in the model charter, and has been included in the recommended Audit Panel charter as underlined below:

FUNCTIONS

The Audit Panel must comply with the Audit Panels Order. When reviewing the Council's performance, the Audit Panel is to consider:

- The Council's financial system, financial governance arrangements and financial management
- Whether the annual financial statements of the Council accurately represent the situation of the Council
- Whether and how the following are integrated and the processes by which, and assumptions under which these plans were prepared:
 - o Strategic plan
 - o Annual plan
 - o Long-term financial management plan; and
 - o Long-term strategic asset management plan.
- The accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that the Council has in relation to safeguarding its long-term financial position
- Whether the Council is complying with the provisions of the Act and any other relevant legislation; and
- Whether the Council has taken any action in relation to previous recommendations provided by the Audit Panel to the Council. If it has acted, what was the action and was it effective; and
- Any other activities determined by the Panel
- Review and approve the scope of the internal audit plan and the effectiveness of the function. The review should consider whether the internal audit plan systematically addresses:

- Internal controls over areas of identified risk, both strategic and include both operational compliance matters
- Review internal audit reports and monitor the performance of management in responding to and actioning recommendations
- Compliance is achieved with relevant legislation, Council policies and procedures
- Ensure a collaborative relationship exists between internal and external auditors

Remuneration

The suggested remuneration for external members was determined by the Council on 16 December 2021 and scheduled for review after 31 December 2025. The modification proposed from 1 January 2026 is that the remuneration be specified to be a sitting fee, adjusted by CPI in January each subsequent year beginning in 2027, with an increase of \$500 per annum effective from January 2026 given no increase has been applied over the course of the current Charter.

The current version of the Audit Panel Charter is provided as attachment for reference. Because the changes between the current version and the version proposed by this report are significant, changes to the current version have not been tracked.

RISK IMPLICATIONS:

Alignment of the Audit Panel Charter to the model charter ensures that the operation of the Audit Panel is in keeping with the *Local Government Audit Panels A Practice Guide*.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

The proposed increase in remuneration can be accommodated by existing budget. Other budget considerations, for example to allow the Audit Panel to seek expert advice, will be managed within existing budget for the balance of the current financial year. New budget provision will be established in the 2026/2027 budget.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. Current - 14- Plx-010 Audit Panel Charter **[20.4.1 - 6 pages]**

20.5. Revocation of Unsolicited Proposals to Develop Council Owned Land Procedure

FILE NO: SF3658

AUTHOR: Duncan Campbell (Team Leader Legal Services)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider revoking the Unsolicited Proposals to Develop Council Owned Property High Level Procedure.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Land Use Planning and Approvals Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. revokes the Council's Unsolicited Proposal to Develop Council Owned Land High Level Procedure (24-HLPrx-018).
2. acknowledges that a proposed development and associated occupation of Council owned land will ordinarily require each of the following permissions and approvals:

	Requirement	By whom	Legislation
(a)	Written permission to apply for planning permit, and the signing of that application once received (consent to lodge)	Chief Executive Officer	LUPAA, section 52(1B)
(b)	Planning permit	Council	LUPAA, section 57
(c)	Lease	Council	LGA, section 178

3. notes that a reference at Recommendation 2 to LUPAA is a reference to the Land Use Planning and Approvals Act 1993 (Tas), and a reference to LGA is a reference to the Local Government Act 1993 (Tas).
 4. notes that for smaller scale proposals that do not require a permit under the *Land Use Planning and Approvals Act 1993*, separate processes apply.
-

REPORT:

On 28 November 2019, Council approved the Unsolicited Proposal to Develop Council Owned Land High Level Procedure (24-HLPrx-018) (Procedure).

The terms of the Procedure set out its objectives and scope, along with a 14-step process applying to a proposal requiring a discretionary permit under the *Land Use Planning and Approvals Act 1993* (LUPAA) and a lease under Part 12 of the *Local Government Act 1993* (LGA).

Application of the Procedure

A review of the Council's Electronic Management System reveals that the Procedure has been applied to four proposed projects since its inception, as follows:

- a proposal to build a new chairlift in the Cataract Gorge Reserve (2020)
- a proposal to upgrade facilities at Lilydale Falls (2021)
- a proposal to build a new recreational offering within the Launceston Leisure and Aquatic Center precinct (2023)
- a proposal to redevelop the Duck Reach Power Station (2024).

The Procedure has been applied to proposals which were either entirely new proposals or a significant departure from the currently approved use. Those proposals did not progress through the Procedure to the point that a planning permit was issued, nor a lease approved.

The Procedure has not been applied to the extension of existing developments.

Review of the Procedure

A review of the Procedure has now occurred, which has identified that several of the steps from Step 4 to Step 10 seek to involve Council in the Chief Executive Officer's decision-making processes under section 52(1B) of LUPAA. This could give rise to subsequent issues of apprehended bias.

Step 11 also appears to authorise Council to give permission to lodge an application under section 52(1B) of LUPAA, when such permission can only be given by the Chief Executive Officer. A decision made by Council pursuant to section 52(1B) has no lawful effect.

To ensure that the laws affecting the Council are administered correctly, it is recommended that the Procedure is revoked.

Process required for proposal to be approved

Where the Council receives a proposal from a lessee for minor works not requiring a permit, these can ordinarily be considered under existing lease provisions without triggering the requirements for permits or legislative approvals under LUPAA and the LGA.

For larger-scale works, a discretionary permit is normally required under LUPAA. Where the proposed development would utilise land that is not subject to a suitable existing agreement, additional leasing approvals will also be required under the LGA. In such instances, the law requires that the following approvals are given before the development can proceed.

Approval required	Applicable law	Decision maker
Consent to lodge	LUPAA, section 52(1B)	Chief Executive Officer
Planning permit	LUPAA, section 57	Council
Lease	LGA, section 178	Council

Each of those requirements are detailed further below.

Consent to lodge

Section 52(1B) of LUPAA provides that for Council owned land, an application for a planning permit must:

- (a) be signed by the Chief Executive Officer of the council; and
- (b) be accompanied by the written permission of the Chief Executive Officer to the making of the application.

These requirements, taken together, are referred to as a 'consent to lodge'.

The section is clear that a consent to lodge is required to be given by the Chief Executive Officer, not Council.

LUPAA is silent on the matters that are to be considered by the Chief Executive Officer under section 52(1B) of LUPAA, but the purpose of the provision is not to facilitate a merits-based assessment of the proposal. Relevant considerations could include:

- whether the proposal clearly identifies the land to be used
- whether the activity is properly described
- whether the application is something that *could* be approved.

Planning permit

If the Chief Executive Officer decides to provide the consent to lodge under section 52(1B) of LUPAA, Council is then required to assess compliance of the proposed development against the provisions of the Tasmanian Planning Scheme. This occurs in its capacity as Planning Authority.

A planning permit must be granted if a proposal meets all the permitted use and development provisions of the Tasmanian Planning Scheme - Launceston. Council may approve or refuse an application based on Performance Criteria, however such a decision may be appealed to the Tasmanian Civil and Administrative Appeals Tribunal (TASCAT) which has the power to direct Council to grant or not grant the permit.

Lease or other occupation agreement

The granting of a planning permit under LUPAA demonstrates that the proposed development meets the requirements of the Tasmanian Planning Scheme. It does not replace the requirement for the proponent to obtain the Council's permission, as landowner, for the proposal to occur on its land.

Council has a wide discretion whether to approve a lease on its land, and cannot be required to do so simply because it has issued a planning permit in its capacity as Planning Authority under LUPAA.

The relevant statutory processes applying to a lease are summarised as follows.

Nature of proposed lease	Key requirements	Legislation
Lease of public land for period exceeding five years	Public notice of intention to lease Absolute majority decision of Council	LGA, section 178
Lease of public land for up to five years	No public notice required Simple majority decision of Council	LGA, section 179
Lease of non-public land for any period	No public notice required Absolute majority decision of Council	LGA, section 177

A decision to lease under section 177, 178 or 179 cannot be delegated to the Chief Executive Officer or any other person. The decision must be made by Council.

Regulation 22

Regulation 22 of the *Local Government (Meeting) Regulations 2025* provides that where a proposed motion would overturn a previous decision of Council, the associated report is to include the following:

- (a) a statement that the proposed motion, if resolved in the affirmative, would overturn that previous decision or part of that previous decision; and
- (b) the details of that previous decision, or the part of that previous decision, that would be overturned; and
- (c) advice as to whether or not that previous decision, or that part of that previous decision, directed that certain action be taken; and
- (d) if that previous decision, or that part of that previous decision, directed that certain action be taken, advice as to whether or not that action has been wholly or substantially carried out.

In respect of (a) and (b), the Recommendations, if carried, will overturn the entirety of the 28 November 2019 decision of Council adopting the Procedure. This would result in the Procedure being revoked.

In respect of (c) and (d), the 28 November 2019 decision of Council did not *direct* that certain action be taken, but rather established the procedures by which proposals to develop Council owned land would be handled.

Since its adoption, the Procedure has been applied to the four proposals detailed above, but none of the proposals progressed through to a fully approved development.

The 2020 proposal to develop a chairlift in the Cataract Gorge Reserve substantially proceeded through to Step 6 of the Procedure but not further. Otherwise, the Procedure has not been substantially applied.

RISK IMPLICATIONS:

Reliance upon the Procedure could result in Council becoming impermissibly involved in the Chief Executive Officer's decision-making process under section 52(1B) of LUPAA. This could give rise to claims of apprehended bias when the application is presented to Council in its capacity as Planning Authority.

For this reason, the Procedure should be revoked to ensure that statutory processes are properly followed.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter meets a legislative requirement.

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

Nil

20.6. Section 75CA Agreement for protrusions over a footpath - 139-143 Hobart Road, Kings Meadows

FILE NO: STR2001/2025

AUTHOR: Michelle Grey (Properties and Legal Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider approving protrusions at 139-143 Hobart Road, Kings Meadows to remain over the adjacent footpath.

RELEVANT LEGISLATION:

Conveyancing and Law of Property Act 1884 (Tas)

Local Government Act 1993 (Tas)

Local Government (Highways) Act 1982 (Tas)

RECOMMENDATION:

That Council:

1. decides, pursuant to section 75CA of the *Conveyancing and Law of Property Act 1884 (Tas)*, that the protrusions currently extending from the building façade at 139-143 Hobart Road, Kings Meadows, located more than 2.4m above the footpath (the protrusions), as identified at Attachment 1 (Doc Set ID 5297920), may remain so long as the building remains.
 2. requests the Chief Executive Officer to do all things and exercise all functions and/or powers necessary to execute and affix the Council's seal to a Deed declaring that the protrusions may remain so long as the building remains.
 3. makes Recommendations 1 and 2 conditional upon the owner of 139-143 Hobart Road, Kings Meadows paying any costs associated with preparing the relevant Deed and registering it with the Recorder of Titles.
 4. notes, for the avoidance of doubt 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)*.
-

REPORT:

Introduction

The owner of 139-143 Hobart Road, Kings Meadows comprising a building and car park (the property) has approached the City of Launceston (the Council) seeking the Council's permission to allow protrusions from the building's front façade to remain above the public footpath in front of the property.

The owner engaged local surveyor 6ty^o, to apply on its behalf to remedy the protrusions by seeking formal permission from the Council.

6ty^o has made the application to Council pursuant to section 75CA of the *Conveyancing and Law of Property Act 1884* (Tas) (CLPA) as part of a strata title proposal. Such proposal requires the surveyor to certify that the building the subject of the strata title scheme is wholly within the title boundary, and that any protrusions or extensions beyond the title boundary are lawful.

Title details

The property comprises a building and car park on land approximately 2200m² in area within Certificate of Title Volume 221014 Folio 1. The property is zoned General Business. An extract from the Folio Plan is shown below (Figure 1):

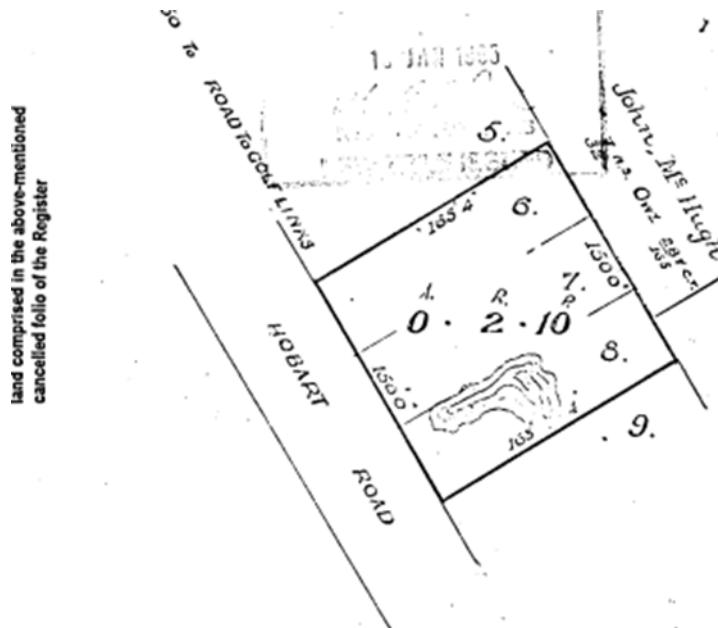


Figure 1 - Folio Plan Extract for Certificate of Title 221014/1

Background

Approval for the current building as a retail development was issued in mid-2006 after the previous Shell service station was demolished in about 2003. Building plans submitted at the time included the protrusions in question.

A photograph of the building and protrusions from 2010 is shown below (Figure 2).



Figure 2 - Frontage at 139-143 Hobart Road, Kings Meadows – 2010

Figure 3 below is a photograph of the same protrusions taken in October 2025, from a different perspective.



Figure 3 - Frontage at 139-143 Hobart Road, Kings Meadows - 2025

The protrusions exist at least 2.4m above the footpath's surface along the property's boundary with Hobart Road. The widest point of the protrusions into Hobart Road encroaches over the footpath by 44 cm.

The Council's records show no previous authority or declaration being made in relation to the protrusions.

Survey Plan

An extract of the draft Survey Plan submitted by 6ty° and showing a plan of the protrusions is shown in the image below (Figure 4):

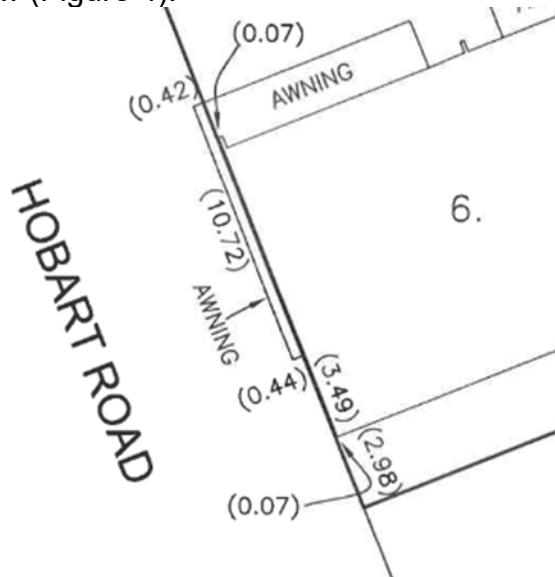


Figure 4 – Extract of draft Survey Plan showing protrusion extent

Council as Highway Authority

The Council is the relevant highway authority responsible for the management of Hobart Road, Kings Meadows including the relevant footpath. This is evidenced by the Council's Section 208 Map, an extract of which is shown below showing Hobart Road as a Council-maintained highway in red (Figure 5):

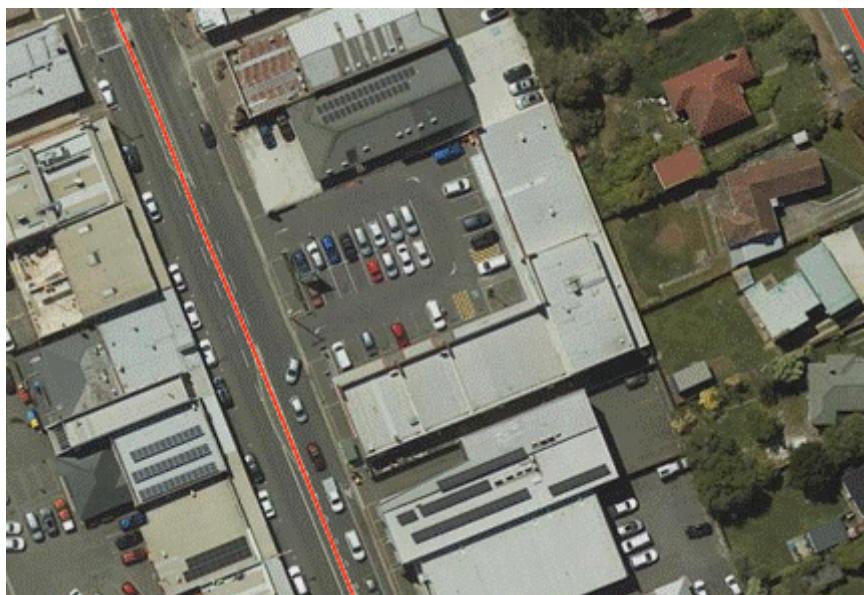


Figure 5 - Extract from the Council's Local Government Act 1993 Section 208 Map

Applicable Law

Section 75CA of the CLPA provides that a highway authority may sign a Deed declaring that protrusions may remain above a footpath if certain requirements are met. The relevant section states:

Section 75CA - Irregular boundary with highway

- (1) *Where a building is built on land a boundary of which is a boundary of an adjoining highway and the building extends -*
 - (a) *...*
 - (b) *over -*
 - (i) *a footpath of that highway and at least 2.4m above it;*

the authority having the care and management of that highway may declare by deed that the extensions or any of them (in all cases specifying them) may remain so long as the building remains.

The Council, as highway authority, has the necessary authority to make such declarations with respect to Hobart Road, Kings Meadows. This authority arises from sections 21 and 61 of the *Local Government (Highways) Act 1982 (Tas)* (LGHA).

Section 21 states:

- (1) *Subject to this Act, the corporation of a municipality is charged with the duty of maintaining the local highways in the municipality that are maintainable by the corporation as shown on its municipal map, and, in any particular case, it shall discharge that duty in such manner as, having regard to all the circumstances of the case, it considers practicable and appropriate.*
- (2) *For the purposes of the discharge of its duties under this section in respect of a highway, a corporation may carry out such works as it considers necessary for the maintenance or renewal of any bridge, embankment, or other work carrying, or otherwise associated with, the highway.*
- (3) *The local highways in a municipality that are maintainable by the corporation vest in the corporation and, for the purpose of the exercise of its functions in respect of those highways, the corporation has, subject to the [Traffic Act 1925](#) and the [Vehicle and Traffic Act 1999](#), the care, control, and management of those highways.*
- (4) *Except as otherwise provided in this Act, a corporation is not liable for any injury or loss arising from the condition of a highway unless that condition results from the improper carrying out of highway works that are carried out by, or at the direction of, the corporation.*

Section 61 states:

- (1) *Where a corporation holds land for highway purposes, it may, as it considers expedient having regard to the purposes for which the land is held, create or convey estates and interests in the land, including any part of it through, in, or under which a relevant highway is or is to be carried, or a space or a building or other work that is or will be, in whole or in part, on or above or below its surface.*

-
- (2) *In relation to any land, a reference in subsection (1) to a relevant highway shall be read as a reference to the highway to be opened through, over, or under the land and a highway for the widening or alteration of which the land is held.*
 - (3) *The exercise of the rights of passage over a highway is subject to any estates or interests granted under this section and those rights of passage are not to be exercised to the prejudice of the persons holding those estates or interests.*
 - (4) *Where a corporation acquires land for highway purposes from a person who retains land adjacent to or adjoining that taken, the corporation may, by deed poll, undertake to grant to the owner of the land so retained or a specified part of it such an estate or interest as is referred to in subsection (1).*
 - (5) *In assessing the compensation for the acquisition of any land referred to in subsection (4), regard shall be had to the value of the undertaking to the person to whom the compensation is payable.*

In the application at Attachment 1 6ty^o has advised that the protrusions are at least 2.4m above the footpath. This is consistent with a physical inspection of the protrusions. Therefore, the height requirements of subsection 75CA(1)(b)(i) of the CLPA are met.

Section 61 of the LGHA provides the Council with the power as Highway Authority to grant private interests over highways. That power is in addition to the Council's power to dispose of interests in land under the *Local Government Act 1993* (Tas).

Council Officers consider that given the specific requirements of section 75CA of the CLPA, this section is the most appropriate mechanism for the Council to consider declaring that the protrusions may remain so long as the building does.

Deed

The proposed Deed will include a copy of the Survey Plan and photograph and the wording would be based on the following text:

The awning and rainhead:

- (I) *extend beyond the title boundary by 0.44m as shown on the enclosed declaration plan; and*
- (ii) *are more than 2.40m above the footpath*

The awning and rainhead over the highway may remain so long as the building remains.

Conclusion

The granting of permission for the protrusions to remain will not impact any users of Hobart Road.

The Council's Infrastructure and Assets Network has been consulted and advised that there are no present or future plans for Hobart Road that the protrusions would affect.

Accordingly, it is recommended that Council agree to the request to declare that the protrusions may remain, pursuant to section 75CA of the CLPA, with all costs, including those costs associated with the Deed's registration, to be borne by the applicant.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

In the event the protrusions are not approved, the applicant will not be able to proceed with its strata title application.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

The Council's consideration of this matter meets a legislative requirement.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. Attachment 1 Hobart Rd ECM 5297920 v 1 ST R 2001 2025 - ECM E Mail - Awning Overhang Plan including [20.6.1 - 2 pages]

20.7. Lease - Lilydale Hall

FILE NO: SF0394

AUTHOR: Sharin Imlach (Lease Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider entering a lease and management agreement with the Lilydale District Progress Association (LDPA) for the operation of the Lilydale Memorial Hall.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 17 April 2025 - 20.5 - Lilydale Hall

RECOMMENDATION:

That Council:

1. pursuant to sections 179 of the *Local Government Act 1993 (Tas)*, decides to lease part of the land situated at 1949 Main Road, Lilydale (CT124851/1), known as the Lilydale Memorial Hall, as identified on the plan below:



2. requires that the lease is on the following basis:
 - a. the lease is to commence on the 1 April 2026 for a period of 1 year;
 - b. the commencing rent will be \$1 per year if demanded;
 - c. the lessee to be responsible for:
 - i. hall management;
 - ii. hall bookings;
 - iii. contents insurance;
 - iv. other service charges if any.
 - d. The lessee will continuously maintain:
 - i. building in good and reasonable order;
 - ii. and keep clear all noxious growth from premises;
 - iii. hold public liability insurance of at least \$20 million that extends to cover all hall users;
 3. the Council is to be responsible for structural maintenance, electricity and water charges;
 4. requests the Chief Executive Officer to:
 - a. determine the exact dimensions of the land to be leased and all remaining terms and conditions;
 - b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and
 - c.
 5. notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993*.
-

REPORT:

The Lilydale District Progress Association (LDPA) has expressed interest in obtaining a lease to manage the Lilydale Memorial Hall to ensure that the hall is well activated and accessible to the broader community.

Currently, the hall receives low booking numbers through the City of Launceston's online booking system. Most bookings are made by local residents who are required to travel to Launceston to collect and return the hall keys, creating inconvenience and potentially discouraging use.

A report was presented to Council on 17 April 2025, recommending that the City enter into a lease with the LDPA on terms not consistent with Council's Lease and Licensing Policy. Councilors endorsed this recommendation.

Lilydale District Progress Association

The LDPA, established in 1968, has over 80 members and 9 elected committee members. The Association plays an active role in the local community and produces a district newspaper distributed free of charge to approximately 700 households across the region.

The LDPA has proposed to manage the hall on a permanent basis, ensuring it remains accessible to the local community with key collection and return managed conveniently from Lilydale.

The proposed Lease and Management Agreement

The LDPA has proposed to manage the hall on a permanent basis, ensuring it remains accessible to the local community with key collection and return managed conveniently from Lilydale.

The proposed lease and management agreement would operate as a 12-month trial; the lease will commence on the 1st of April 2026, which will allow adequate time for the LDPA to set up a booking system and management plan to operate the hall.

Under the lease and management agreement the LDPA would:

- Retain all hall hire revenue.
- Conduct day-to-day maintenance and cleaning, with Council continuing to provide weekly cleaning.
- Manage hall bookings and key distribution.
- Promote and advertise the hall for hire.
- Maintain existing relationships with the Lilydale RSL Sub-Branch Inc.
- Acknowledge the premises designation as an emergency evacuation centre.
- Ensure any proposed change of use complies with relevant legislation and approvals.
- Provide six-month and twelve-month reports to Council on hall activation and revenue outcomes.

Local community benefits

Under local management by the LDPA, hirers will have greater flexibility and convenience, as keys will be available in Lilydale rather than Launceston. This change will particularly benefit short-term and casual users, encouraging increased bookings and stronger utilisation of the hall.

Greater activation of the facility is expected to support community events, social gatherings, and cultural and recreational activities, enhancing the overall community experience.

RISK IMPLICATIONS:

The hall will no longer be listed on the City of Launceston's online booking system. This may reduce visibility to the wider public and potentially impact bookings from outside the immediate Lilydale area.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Increased activation of the facility is expected to strengthen local community engagement, support local initiatives, and encourage volunteerism.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 3 - People

Goal 3.2 Participation in cultural and recreational activities is widespread across the community and promotes health and wellbeing at all ages while bridging social, cultural and geographical gaps.

Objective 3.2(b)	Broaden and increase participation in arts, cultural, and community events to foster community identity, leadership and capacity building, resilience, pride & a sense of belonging.
-------------------------	--

BUDGET AND FINANCIAL IMPLICATIONS:

In the past 12 months, income received from hall hire totalled \$3,576. Over the same period, expenses—excluding building maintenance—amounted to \$12,592. These expenses covered essential services such as power, water, cleaning, pest control, and HVAC.

With increased usage of the facility anticipated over the next 12 months, it is expected that outgoing expenses will also rise. Under the proposed terms of the agreement, the lessee would not be responsible for any of these outgoings.

Given the nominal rent of \$1 if demanded, the effective subsidy will be approximately \$23,159 based on the AAV described in the title related documentation. The costs described above are in addition to that amount.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

Nil

20.8. Lease - TS Navy Cadets

FILE NO: SF2967

AUTHOR: Sharin Imlach (Lease Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider leasing part of the land situated at 78 Paterson Street, Launceston to the Commonwealth of Australia represented by the Department of Defence.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council – 3 September 2020 - Lease – TS Navy Cadets - 19.1

RECOMMENDATION:

That Council:

1. pursuant to section 179 of the *Local Government Act 1993 (Tas)*, decides to lease part of the land situated at 78 Paterson Street Launceston (CT138979/10), known as the Home Point Parade, as identified on the plan below:



2. requires that the lease is on the following basis:
 - a. the lease is to commence on the 01/01/2026 for a period of 4 years;
 - b. the commencing rent will be \$347.62 per year;
 - c. the lessee to be responsible for:
 - i. energy costs;
 - ii. volumetric and connection charges for water;
 - iii. Contents and building insurance; and
 - iv. other service charges if any.
 - d. The lessee shall continuously maintain:
 - i. building in good and reasonable order;
 - ii. and keep clear all noxious growth from premises;
 - iii. hold public liability insurance of at least \$20 million;
 3. the Lessee will be responsible for all building maintenance, including structural maintenance;
 4. requests the Chief Executive Officer to:
 - a. determine the exact dimensions of the land to be leased and all remaining terms and conditions;
 - b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and
 5. notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993*.
-

REPORT:

The TS Navy Cadet Unit was established over 70 years ago and is supported by the Royal Australian Navy and have occupied the site at Home Point for over 50 years.

The Australian Navy Cadets are a leading youth development organisation open to young Australians aged 13 to 18, of all genders and abilities. With a focus on the maritime domain, cadets participate in a wide range of engaging land- and water-based activities aimed at building self-confidence, teamwork, and leadership skills.

The TS Navy Cadets have requested a lease term of four years, with the intention of relocating within that period to an alternate location.

The building that they occupy is owned and maintained by the Commonwealth, and at the conclusion of the lease, the Council has the right to retain ownership of the building or ask that the building is removed.

RISK IMPLICATIONS:

The TS Navy Cadets have a long-standing history and positive presence in the community; they provide positive structured programs for young residents; there are no apparent risk implications in granting a new term.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The group has a long-standing presence in Launceston and contributes to positive youth engagement, mentoring, and social inclusion.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter meets a legislative requirement.

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

In accordance with the Councils Lease and Licensing Policy, the recommended annual rent is \$347.62 which is 182 fee units established by the *Fee Units Act 1997*. The Act establishes a value of a fee unit for each financial year, with such value indexing in line with the Consumer Price Index (CPI) for Hobart.

The area to be leased has an Assessed Annual Value (AAV) of \$8580 per year, resulting in an effective subsidy of \$8232.38

That comparison does not take into account the individual circumstances of the site, such as capital improvement or maintenance responsibilities.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

Nil

20.9. Council Meeting Schedule 2026 and Update of 14-Plx-001 Council Meetings Policy (Frequency and Commencement Time)

FILE NO: SF0975, SF0098

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider moving to monthly Council Meetings and adopting a repeating 4-weekly cycle of Workshop - Council Meeting – Workshop - Planning Authority Meeting. Changes to the Council Meetings Policy (Frequency and Commencement Time) (14-Pl-001) will also require consideration to accommodate monthly Council Meetings.

As per Regulation 7(1) of the Local Government (Meetings Procedures) Regulations 2025, Recommendation 2 requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Meetings Procedures) Regulations 2025

PREVIOUS COUNCIL CONSIDERATION:

Workshop – 16 October 2025 – Proposed 2026 Council Meeting and Workshop Schedule
Workshop – 27 November 2025 – Council Meeting, Workshop, Planning Authority and Pillar Committee Meetings

RECOMMENDATION:

That Council:

1. approves the 2026 schedule of Council Meetings, Workshops and Planning Authority Meetings as per the table below:

DAY	DATE	MEETING	TIME
Council in recess from 11 December 2025 to 14 January 2026			
JANUARY			
Thursday	15-Jan	Workshop	9.30am
Thursday	22-Jan	Council and Planning Authority Meeting	10.30am
Thursday	29-Jan	Workshop	9.30am
FEBRUARY			
Thursday	05-Feb	Planning Authority Meeting	1.00pm
Thursday	12-Feb	Workshop	9.30am
Thursday	19-Feb	Council Meeting	10.30am
Thursday	26-Feb	Workshop	9.30am

DAY	DATE	MEETING	TIME
MARCH			
Thursday	05-Mar	Planning Authority Meeting	1.00pm
Thursday	12-Mar	Workshop	9.30am
Thursday	19-Mar	Council Meeting	10.30am
Thursday	26-Mar	Workshop	9.30am
APRIL			
Thursday	02-Apr	Planning Authority Meeting	1.00pm
Thursday	09-Apr	Workshop	9.30am
Thursday	16-Apr	Council Meeting	10.30am
Thursday	23-Apr	Workshop	9.30am
Thursday	30-Apr	Planning Authority Meeting	1.00pm
MAY			
Thursday	07-May	Workshop	9.30am
Thursday	14-May	Council Meeting	10.30am
Thursday	21-May	Workshop	9.30am
Thursday	28-May	Planning Authority Meeting	1.00pm
JUNE			
Thursday	04-Jun	Workshop	9.30am
Thursday	11-Jun	Council Meeting	10.30am
Thursday	18-Jun	Workshop	9.30am
Thursday	25-Jun	Planning Authority Meeting	1.00pm
JULY			
Thursday	02-Jul	Workshop	9.30am
Thursday	09-Jul	Council Meeting	10.30am
Thursday	16-Jul	Workshop	9.30am
Thursday	23-Jul	Planning Authority Meeting	1.00pm
Thursday	30-Jul	Workshop	9.30am
AUGUST			
Thursday	06-Aug	Council Meeting	10.30am
Thursday	13-Aug	Workshop	9.30am
Thursday	20-Aug	Planning Authority	1.00pm
Thursday	27-Aug	Workshop	9.30am
SEPTEMBER			
Thursday	03-Sep	Council Meeting	10.30am
Thursday	10-Sep	Workshop	9.30am
Thursday	17-Sep	Planning Authority Meeting	1.00pm
Thursday	24-Sep	Workshop	9.30am
OCTOBER			
Thursday	01-Oct	Council Meeting	10.30am
Thursday	08-Oct	Show Holiday	-
Thursday	15-Oct	Planning Authority Meeting	1.00pm
Thursday	22-Oct	Workshop	9.30am
Thursday	29-Oct	Council Meeting	10.30am

DAY	DATE	MEETING	TIME
NOVEMBER			
Thursday	05-Nov	Workshop	9.30am
Thursday	12-Nov	Planning Authority Meeting	1.00pm
Thursday	19-Nov	Workshop	9.30am
Thursday	26-Nov	Council Meeting	10.30am
DECEMBER			
Thursday	03-Dec	Workshop	9.30am
Thursday	03-Dec	Annual General Meeting	5.30pm
Thursday	10-Dec	Council and Planning Authority Meeting	10.30am

- notes and approves by absolute majority the wording of the Council Meetings Policy (Frequency and Commencement Time) (14-Plx-001), updated to reflect the move to 4-weekly meetings, as detailed below:

Council Meetings Policy (Frequency and Commencement Time)

PURPOSE

The purpose of this policy is to set the:

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

SCOPE

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

POLICY

1. Council Meetings

- 1.1.1. The first meeting of the calendar year will be a Council Meeting held on the fourth Thursday in January.
- 1.1.2. Subsequent Council Meetings will be held every four weeks on a Thursday.
- 1.1.3. 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.
- 1.1.4. The final scheduled Council Meeting will be on the second Thursday in December, to avoid having a meeting close to the holiday period.
- 1.1.5. Council Meetings commence at 10.30am.

2. Council Committee Meetings

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

3. Planning Authority Meetings

- 3.1.1. The first Planning Authority Meeting of the year will be combined with the first Council Meeting of the year on the fourth Thursday in January.
- 3.1.2. The second Planning Authority Meeting will be held two weeks after the first Council Meeting/Planning Authority meeting.
- 3.1.3. Subsequent Planning Authority Meetings will be held every four weeks on a Thursday after the second meeting.
- 3.1.4. If the Planning Authority Meeting falls on a Thursday that is a public holiday, the meeting will be held on the Wednesday of the same week as the public holiday.
- 3.1.5. The final scheduled Planning Authority Meeting will be combined with the final Council Meeting on the second Thursday in December, to avoid having a meeting close to the holiday period.
- 3.1.6. Planning Authority Meetings commence at 1.00pm. Combined Council Meeting/Planning Meetings commence at 10.30am.

4. Annual General Meeting

- 4.1. 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 & PROCEDURES

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

RELATED LEGISLATION

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2025

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 2025*.

REPORT:

The proposed meeting schedule for 2026 consists of a revolving 4-week cycle of Workshop - Council Meeting - Workshop - Planning Authority Meeting.

Under the *Local Government (Meetings Procedures) Regulations 2025* (the Regulations), one Council meeting must be held each calendar month. Monthly meetings have been discounted in the past, primarily on the grounds that meetings would be too long. A dedicated Planning Authority meeting would reduce the number of items on a Council agenda and shorten the length of the meetings. The Regulations also allow for Special Meetings to be convened with appropriate notice.

Feedback was sought from Councillors and employees about the current 3-weekly cycle and the proposal to move to a 4-week cycle. Mixed feedback was received from both groups.

Councillor feedback:

- Some Councillors lean toward fortnightly meetings for better workload management and discussion time.
- A smaller group supports 4-weekly meetings, mainly for efficiency and delegated authority.
- The current 3-weekly cycle has mixed support, with only one Councillor strongly favoring it.
- Workshop availability and Planning Authority involvement are recurring concerns.

Employee feedback:

- Mixed views on the current three-weekly meeting cycle.
- Some staff report minimal impact and support the current rhythm, while others highlight challenges.
- Common concerns include compressed preparation time, increased reactive workload, and last-minute agenda pressures.
- Suggestions for improvement range from returning to fortnightly meetings to shifting to monthly or a 4-weekly cycle for better planning and reduced stress.
- Overall, while the existing structure is seen as workable, there is a strong preference for a less frequent schedule to balance efficiency and workload.
- Monthly financial reporting is often awkward to accommodate into a three weekly meeting cycle.

Council Meeting Statistics

Ordinary Meetings	2023	2024	2025
No. of Meetings	25	24	15
Longest	5 hours 6 minutes	6 hours 45 minutes	7 hours 5 minutes
Shortest	53 minutes	38 minutes	1 hour 51 minutes
Average	2 hours 44 minutes	2 hours 40 minutes	4 hours 22 minutes

Closed Session	2023	2024	2025
No. of Meetings	16	19	14
Longest	2 hours 5 minutes	1 hour 29 minutes	2 hours 55 minutes
Shortest	1 minute	2 minutes	6 minutes
Average	38 minutes	32 minutes	1 hour 17 minutes

Special Meetings	2023	2024	2025
No. of Meetings	1	0	2

General Information	2023	2024	2025
Total number of Agenda items for decision	320	350	420
Number of Planning Items	44	34	31
Number of Late Items	1	6	7
Number of items withdrawn from the agenda	4	15	4
Number of meetings where part of meeting had only 7 Councillors present	0	1	5
Number of meetings abandoned due to lack of a quorum	0	0	1
Number of decisions unable to be made due to lack of quorum	0	0	2

Total Time Spent in Council Meetings	
2023	64 hours 7 mins
2024	64 hours 44 mins
2025	65 hours 15 mins to date

Estimates for 11 December 2025 Council Meeting

Agenda items	40
Meeting length	5 hours 45 minutes

Total Estimates for 2025

Total agenda items for decision	460
Meeting length	71 hours

Efficiencies fortnightly meetings in 2024 → to 3-weekly meetings in 2025

- Agenda items for decision: up from 350 to 450 (up 29%)
- Total meeting time: up from 64 hours 44 minutes to 71 hours (up 9.7%)
- Items per hour: lifted from 5.41 to 6.34 (up 17.2%). (*Calculated from the above figures.*)
- Average time per item: improved from 11.1 minutes to 9.47 minutes (−14.7%). (*Calculated from the above figures.*)

In 2025, Council processed 100 more decisions with only 6¼ extra hours of meeting time, translating into faster decision cycles and more output per hour. The separation and scheduling changes described in the report (four weekly cycle and dedicated Planning Authority sittings) are designed to reinforce this trend by reducing agenda pressure and focusing meetings.

The proposed monthly Council meetings, excluding Planning Authority items, provides an opportunity for the organisation and Councillors to reduce the time spent in Council meetings and focus more on strategic priorities, community engagement and effective decision making. This change is aimed at improving efficiency while maintaining the quality of governance and service delivery.

Planning Authority	2023	2024	2025
Number of Planning Authority items	44	34	31
Number of DAs requiring extension of time for decision	24	12	14
Meetings with no planning items	2	5	3
Most Planning Items at a meeting	6	4	4
Most amount of speakers	5	4	5
Longest sitting as a Planning Authority	-	-	2 hours 46 minutes
Shortest sitting as a Planning Authority	-	-	4 minutes
Average time sitting as a Planning Authority	-	-	45 minutes

Based on the feedback provided by Councillors, dedicated Planning Authority meeting with the full Council sitting as a Planning Authority is the preferred model for planning decisions, rather than establishing a Council Committee under section 23 of the *Local Government Act 1993*. This would ensure that all Councillors are provided with an opportunity to debate and contribute to planning discussions and decisions.

The proposed Planning Authority meeting would:

- be open to the public
- be advertised in advance
- show a commitment to making our planning process more accessible, accountable and community focused
- enable members of the community to attend for Planning Authority items only

Due to statutory timelines for Development Applications (DA) to be assessed and decided, there may be some instances where a DA may require a decision before the next scheduled Planning Authority Meeting. If this occurs, there are three options that could be utilised to ensure we meet the legislative requirements:

1. request an extension from the applicant until the next Planning Authority Meeting in the first instance;
2. where an extension is not granted, include as a Planning Authority item in the ordinary Council Meeting - this should be the exception, not the norm; or
3. have the matter decided by the Chief Executive Officer under delegated authority.

Combined Council and Planning Authority Meetings are proposed for January and December to accommodate fewer available dates in these months due to the holiday period.

There would be 23 Workshops, 13 Council Meetings and 13 Planning Authority Meetings (including combined meetings) under the proposed meeting schedule.

Cost savings

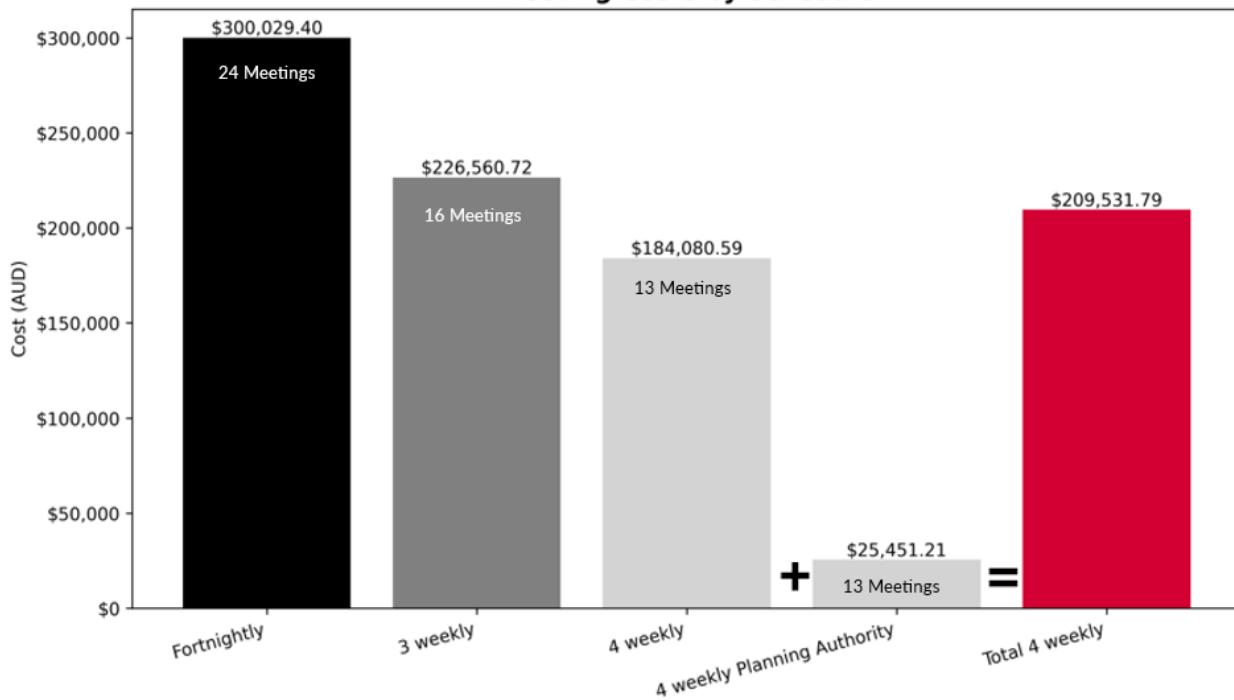
The annual cost of Council meetings reduces significantly on a 3 or 4-weekly cycle compared to a fortnightly schedule. Based on a 4 ½ hour meeting for 3-weekly and 4-weekly cycles and 2 ¾ hours for a fortnightly meeting, the following table provides the cost of:

- preparation, support and review time
- includes meeting attendance for Executive Leaders and Governance team
- excludes officer time to create agenda item

-

Team	Hours				Planning Authority
	Fortnightly	3-weekly	4-weekly		
CEO	10.75	12.5	12.5		1
Executive Leaders (4)	34.8	42	42		3
Executive Assistants (5)	40	40	40		2
Governance team (3)	46.5	50	50		17
IT (1)	6.25	8	8		2
Total Hours	138	152.5	152.5		25
Cost per meeting	\$ 12,501	\$ 14,160	\$ 14,160		\$ 1,958
Number of Meetings	24	16	13		13

Meeting Costs by Schedule

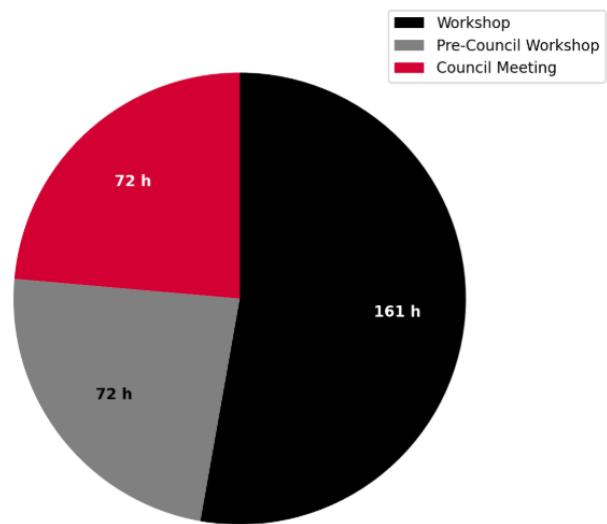


The proposal to switch to 4-weekly Council meetings forms part of a strategic focus on becoming more streamlined and efficient. The change from Council Meetings from 3 weeks to 4 will be more efficient in terms of the use of Councillors' and the Executive Leadership Team's time. The new monthly format will still allow Council to make decisions it needs to in a timely manner and will provide an extra Thursday each 4 week cycle to accommodate a Planning Authority meeting and also time for Committee meetings to be held within Councillors' current time commitment.

Annual Time Comparison

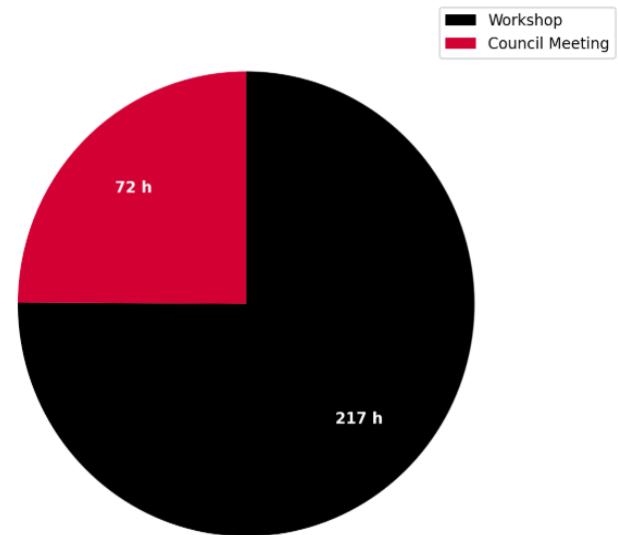
Fortnightly Meetings (305 hours annually)

Week 1	Workshop
Week 2	Pre-Council Workshop And Council Meeting



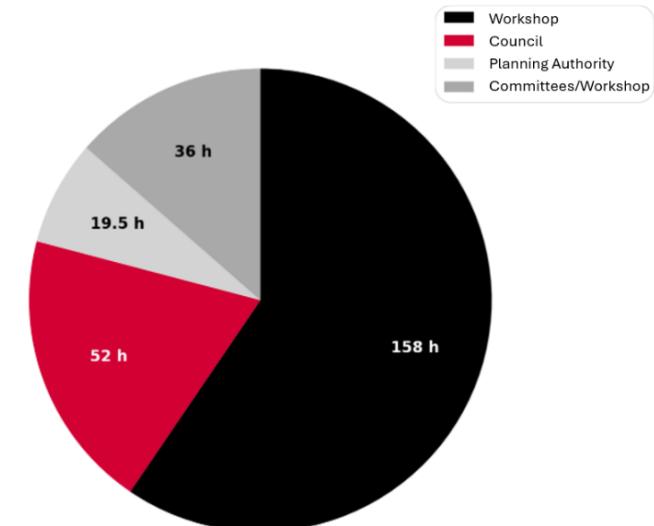
3-Weekly Schedule (289 hours annually)

Week 1	Workshop
Week 2	Workshop
Week 3	Council Meeting



4-Weekly Schedule (268.5 hours annually)

Week 1	Workshop
Week 2	Council Meeting
Week 3	Workshop
Week 4	Committee Meetings/Workshop (am) and Planning Authority (pm)



Agendas

Regulation 10 of the Regulations requires that Council Meeting agendas be prepared and circulated to Councillors at least 4 days before a Council Meeting, including Saturdays, Sundays and statutory holidays, but excluding the day it is provided and the day of the meeting. Regardless of the cycle chosen, our Council Meetings are held on Thursdays and our agendas need to be distributed to Councillors on or before Saturday. We currently publish on Friday afternoon to ensure we meet the legislative requirement.

Councillors have raised a concern that having fewer meetings will increase the size of the agendas. To alleviate this concern and the additional time it will take them to review an agenda prior to a meeting, it is proposed that agendas be published by noon on Thursday, a week in advance of the scheduled meeting date. This commitment will provide an additional day and a half for Councillors to read over the agenda.

The additional agenda review time may also contribute to streamlining the meetings as it gives Councillors more time to seek clarification on agenda items prior to the meeting and flag potential questions that may be asked at the meeting with Executive Leaders and officers.

Regulation 11 notes that as far as practicable, a copy of the agenda must also be available for inspection by members of the public at least 4 days prior to the meeting. A copy of the agenda will be placed in Customer Service at Town Hall and on our website for public inspection on the Friday before the scheduled meeting.

Summary

The 4-weekly cycle:

- allows for public participation in the delivery of our strategic objectives
- incorporates a dedicated Planning Authority Meeting which will provide less waiting time for members of the public attending both Council Meetings and Planning Authority Meetings
- accommodates time for Committees in Councillors' current time commitment

The reduction of one formal Council meeting every 4 weeks will enable the Mayor and Councillors the opportunity to utilise time for other priority matters including Committee meetings and community involvement.

Other benefits include:

- Increased productivity and focus - less time lost to meeting preparation and recovery; more time for strategic tasks and service delivery.
- Cost and resource efficiency - reduced administrative overheads and staff time per meeting.
- Higher-quality deliberation - additional time between meetings to analyse reports and consult stakeholders.
- Reduced meeting fatigue from frequent meetings.

Next steps

Once our meeting schedule has been set for 2026, Regulation 9 of the Regulations requires that we:

- advertise the times and places of ordinary Council meetings in a local newspaper
- place the schedule on our website
- have a copy available for members of the public to inspect and obtain a copy free of charge.

The schedule will also be distributed to employees so that they can plan and prepare their agenda items accordingly.

Regulation 7(1) of *the Local Government (Meeting Procedures) Regulations 2025* states that a meeting is not to start before 5.00pm unless otherwise determined by Council by an absolute majority.

Additionally, section 72B(1)(a) of the *Local Government Act 1993* (Tas), requires that the Council holds an Annual General Meeting on a date that is not later than 15 December in each year. The Council Meetings (Frequency and Commencement Time) Policy supports Council's compliance with the above and guides the Council's Officers in the preparation of meeting schedules. Changes to the policy since it was last considered by Council are marked up in Attachment 1.

RISK IMPLICATIONS:

The following risks and mitigation strategies have been identified in moving to a 4-weekly cycle of Council Meetings:

Risk	Potential Mitigation Strategies
Timeliness: Longer gaps may slow approvals or clash with legal timelines	<ul style="list-style-type: none">• Separate Planning Authority Meetings• Special meetings convened as required• Delegations in place if required
Public engagement: Fewer Council meetings mean fewer obvious touchpoints for public input	<ul style="list-style-type: none">• Separate Planning Authority Meetings provides an additional opportunity for public engagement• Publish agendas and reports earlier to lengthen public review windows• Promote the process for Questions With Notice by Members of the Public on our website - develop an online submission form
Heavier agendas: Packed agendas can lead to long meetings and rushed decisions	<ul style="list-style-type: none">• Agendas distributed earlier• Group routine/administrative items for en bloc voting, freeing time for strategic deliberation to keep meetings effective

Information backlog: Issues may build up between meetings, increasing pressure on the next agenda.

- Special meetings convened as necessary
- Councillors updated on items through the Councillor Bulletin

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter meets a legislative requirement.

BUDGET AND FINANCIAL IMPLICATIONS:

The proposal to move from a 3-weekly meeting schedule to a 4-weekly cycle, separating Council and Planning Authority Meetings, has a cost saving of approximately \$17,000. Returning to a fortnightly schedule from current 3-weekly meeting cycle would increase the cost to rate payers by approximately \$73,500.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. 14 Plx 001 Council Meetings Policy Frequency and Commencement Time tracked cha [20.9.1 - 3 pages]

21. STRATEGY AND INNOVATION

21.1. Ikeda Delegation 2025 - Delegation Report

FILE NO: SF0177

AUTHOR: Sarah McRobbie (Senior Leader Innovation and Performance)

APPROVER: Jane Lewis (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

To receive the Ikeda Delegation 2025 Report and determine the next steps for engagement and opportunities arising from the visit.

The Ikeda delegation represented the City of Launceston during the 60th anniversary of the Sister City relationship, reinforcing a long-standing commitment to international partnership. The visit explored opportunities across education, innovation, culture, and business that can deliver tangible benefits for the Launceston community in the future.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas).

PREVIOUS COUNCIL CONSIDERATION:

Council – 11 September 2025 - Agenda item 21.1 - Sister City Delegation to Ikeda Japan October 2025

Workshop - 14 August 2025 - Sister City Ikeda Visit

Workshop - 17 July 2025 - Sister City Relationship – Representation at Ikeda

Council - 27 March 2025 - Agenda Item 22.8 Sister City Relationship – Representation at Ikeda, Japan 12 May 2025 - 17 May 2025

RECOMMENDATION:

That Council:

1. receives the Ikeda Delegation 2025 Report as a formal record of the Delegation's visit.
 2. directs Council Officers to proceed with the *Proposed Next Steps* outlined in the Report.
 3. notes the Budget Amendment will be presented at the first Council Meeting in 2026.
-

REPORT:

The City of Launceston and the City of Ikeda (Osaka Prefecture) have shared a formal Sister City relationship since 1 November 1965, marking Launceston's oldest international partnership.

Over the decades, the relationship has been shaped by a spirit of mutual respect, friendship, and collaboration, expressed through student and teacher exchanges, choir performances, art exhibitions, and civic visits. Notably, Launceston gifted wombats to Ikeda in 1986, symbolically reciprocated with macaques, a gesture that remains a hallmark of the partnership.

The City of Launceston Delegation to Ikeda, Japan was in response to the formal invitation extended by Mayor Tomoko Takizawa. While the original invitation anticipated a visit from 11 May 2025 to 17 May 2025, the Council requested a later timeframe to allow for consideration of visit objectives, comprehensive planning, budget considerations, and alignment with the intended purpose of the visit.

The delegation primarily focused on the civic relationship of the 60th anniversary and explored future opportunities between the two cities. Objectives were set and aligned with the itinerary prepared by Ikeda City.

The Ikeda Delegation 2025 Report (Attachment 1) has been developed with the City of Launceston representatives. It is intentionally thematically structured to respond to the delegation objectives, instead of a day-by-day travel log. The thematic approach ensures the content focuses on strategic outcomes and actionable insights.

The delegation participated fully in the activities Ikeda City arranged and the delegates initiated conversations with their counterparts and stakeholders to deepen their knowledge and further consider how the City of Launceston can benefit from the Sister City relationship with Ikeda. The delegation heard of Ikeda's commitment to sustaining and deepening the Sister City relationship.

The comprehensive program of cultural engagements, formal ceremonies and traditional experiences for the delegation reflected Ikeda City's high regard for the Sister City relationship and affirmed a strong foundation to build on for future collaboration. Discussions were held with Ikeda's education stakeholders and confirmed Ikeda's interest and appetite to reactivate school-based exchanges.

Business meetings and factory tours provided insights into sustainability and workforce practices, particularly the balance between adopting new technologies and sustaining local employment. The value of in-person meetings and direct connection was evident in the interest expressed for potential trade partnerships connected with Launceston's UNESCO City of Gastronomy status.

Shared insights from community engagement observations, including Ikeda's decentralised governance and volunteer-driven models, offered lessons for strengthening local and resident participation.

The delegation recognised that realizing the benefit for the Launceston community will require further work to review the opportunities, assess the benefits and define the extent of Councils role. This would incorporate legislative considerations and assessing the return on any Council investment into the potential Sister City relationships. This could result in the development of a Sister City Implementation Plan with targeted actions and highlight community involvement.

RISK IMPLICATIONS:

The proposed next steps contained in the report outline a considered approach to identify and maximise the benefits of sister city relationships and ensure accountability. The approach will inform planning, proposed budget allocation and indicators to measure the effectiveness, ensuring Councils fund are directed appropriately to deliver positive community outcomes.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Consideration contained in the report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 1 - Prosperity

Goal 1.1 Launceston is a premier visitor destination, celebrated for its natural beauty, creative and historic city centre, welcoming community, and rich food culture.

Objective 1.1(a)	Grow and celebrate our identity as a UNESCO Creative City of Gastronomy.
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Strategic Pillar 1 - Prosperity

Goal 1.2 Launceston's economy is resilient and sustainable, with significant growth in its gross regional product (GRP) through a diverse economic base supported by a skilled workforce, enabling business environment, and facilitation of investment opportunities.

Objective 1.2(a)	Capitalise on our competitive advantages by focusing on key sectors including food and agricultural innovation, research & development, advanced manufacturing, healthcare and circular economy initiatives.
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Objective 1.2(b)	Position Launceston as a business-friendly city that attracts & nurtures entrepreneurs, startups, and microbusinesses.
-------------------------	--

BUDGET AND FINANCIAL IMPLICATIONS:

The unreconciled total expenditure is \$58,803. The budget allocated for Sister Cities in this financial year is \$11,330.

The Budget Amendment will be presented at the first Council Meeting of 2026 for the remaining amount \$47,470 proposed from the Council Reserves budget. As unreconciled total expenditure, the final expenditure may differ following reconciliation.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. Ikeda Delegation 2025 Report [21.1.2 - 16 pages]

21.2. Launceston Central Marketing Inc. Annual Report 2024/2025

FILE NO: SF0016

AUTHOR: Sarah McRobbie (Senior Leader Innovation and Performance)

APPROVER: Jane Lewis (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

To receive the Launceston Central Inc. Annual Report 2024/2025.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2025

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 10 September 2020 - Cityprom Review

Council Meeting - 1 October 2020 - Agenda Item 21.2 - Cityprom Review

Workshop - 3 December 2020 - Cityprom Presentation

Workshop - 8 March 2021 - Cityprom Review

Workshop - 1 April 2021 - Cityprom Review

Council Meeting - 17 June 2021 - Agenda Item 20.4 - Cityprom Review

Workshop - 9 December 2021 - Cityprom Futures Project

Workshop - 28 April 2022 - Cityprom Futures Project

Council Meeting - 16 June 2022 - Central Launceston Marketing Inc. Operational Agreement

Workshop - 4 September 2023 - Central Launceston Marketing Inc Annual Report 2023

Council Meeting - 14 December 2023 - Launceston Central Marketing Inc Annual Report 2022-2023

Workshop - 29 February 2024 - Launceston Central Marketing inc Half yearly report

Workshop - 4 July 2024 - Launceston Central CPI request

Workshop - 29 August 2024 - Launceston Central Marketing Biannual Reporting

Workshop - 29 August 2024 - Launceston Central Marketing - 3 Year Agreement Review

Council Meeting - 3/10/2024 - Agenda Item 20.3. Launceston Central Inc. - 3 Year Agreement Review

Workshop - 5/06/2025 - Launceston Central Renewal Agreement (3 years + 3 years) - Agreement Intent & Deliverables

Council Meeting - 19/6/2025 Agenda Item 21.1 Launceston Central Inc. - Services Agreement

RECOMMENDATION:

That Council:

1. receives the Launceston Central Inc. Annual Report 2024/2025 (ECM Doc Set ID: 5312012).
-

REPORT:

Launceston Central Inc. (formerly Central Launceston Marketing Inc.) provided the City of Launceston with its 2024/2025 Annual Report, included as Attachment 1.

This is the final Annual Report of the 3-year term of the City of Launceston and the Launceston Central Inc. Operational Agreement from 1 July 2022 to 30 June 2025 (year 3 of 3).

The new Service Agreement 2025-2028 between Launceston Central Inc. and the City of Launceston commenced in July 2025 for a term of 3 years with a 3-year option (Council Meeting 19 June 2025, Agenda Item 20.1 Launceston Central Inc. - Services Agreement). Future reports will be based on the new Service Agreement.

RISK IMPLICATIONS:

There is a risk that the economic development objectives outlined in the Strategic Plan which aim to support Central Business District (CBD) businesses to prosper may not be achieved. This risk arises due to:

Duplication of efforts: Overlapping roles and responsibilities between Launceston Central and City of Launceston operational teams may lead to inefficiencies and reduced impact.

Fragmentation of financial resources: Dividing funding across multiple initiatives and teams may dilute the effectiveness of economic support programs.

Insufficient targeted marketing and activations: A lack of coordinated, strategic marketing and activation efforts specifically tailored to the needs of CBD businesses may limit their visibility, foot traffic, and overall prosperity.

To mitigate this risk, the deliverables in the Service Agreement 2025 – 2028 have been developed to focus on the three agreed pillars of Destination Marketing, Place Activation, and Facilitation, formally Advocacy. An internal governance framework defines the roles and responsibilities.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The new Service Agreement supports local economic development by driving marketing and activation initiatives that increase foot traffic, encourage visitor spending, and strengthen engagement with local businesses. Social benefits include enhanced placemaking and opportunities for the community to connect through city-based activities. There are no identified negative environmental impacts associated with this agreement.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 1 - Prosperity

Goal 1.1 Launceston is a premier visitor destination, celebrated for its natural beauty, creative and historic city centre, welcoming community, and rich food culture.

Objective 1.1(a)	Grow and celebrate our identity as a UNESCO Creative City of Gastronomy.
Objective 1.1(b)	Enhance Launceston's reputation nationally and internationally as a leading host city for events and festivals, while leveraging our history and natural beauty to encourage extended and expanded stays.
Objective 1.1(c)	Expand Launceston's position as an arts and cultural hub by providing an environment for creative industries to thrive.

Strategic Pillar 1 - Prosperity

Goal 1.2 Launceston's economy is resilient and sustainable, with significant growth in its gross regional product (GRP) through a diverse economic base supported by a skilled workforce, enabling business environment, and facilitation of investment opportunities.

Objective 1.2(a)	Capitalise on our competitive advantages by focusing on key sectors including food and agricultural innovation, research & development, advanced manufacturing, healthcare and circular economy initiatives.
Objective 1.2(b)	Position Launceston as a business-friendly city that attracts & nurtures entrepreneurs, startups, and microbusinesses.
Objective 1.2(c)	Advocate and collaborate with the State Government, education institutions, industry partners and non-profits to support improvements in adult literacy (including digital literacy) and to support skills development in key sectors.

Strategic Pillar 3 - People

Goal 3.3 As northern Tasmania's cultural and commercial centre, Launceston's historic city heart is buzzing with activity throughout the day and into the night.

Objective 3.3(a)	Intensify baseline activity in the city centre by facilitating an increase in inner-city living and working.
Objective 3.3(b)	Implement bold initiatives that increase nighttime activity, optimise dwell time, maximise appeal to locals and visitors, and add to the City's vibrancy and safety.
Objective 3.3(c)	Create a walkable centre and optimise the use of public space by reducing car dominance and expanding opportunities for greening and alternative forms of transport.

BUDGET AND FINANCIAL IMPLICATIONS:

A cash contribution to Launceston Central Inc. for 2024/2025 was originally budgeted at \$563,862. A 4.5% increase was agreed in August 2024 (Item 20.5 Council Meeting 8 August 2024), increasing the budget total to \$589,236 for the financial year 2024/2025, an increase of \$25,374.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. Annual Report 2024-25 FINAL digital **[21.2.1 - 21 pages]**

22. CHIEF EXECUTIVE OFFICER NETWORK

22.1. Status Report on Council Decisions as at 4 December 2025

FILE NO: SF2346

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the Status Report on Council Decisions made up to, and as at, 4 December 2025.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2025

RECOMMENDATION:

That Council:

1. receives the Status Report on Council Decisions as at 4 December 2025 (Attachment 1).
-

REPORT:

It is important that Councillors and community members are informed on an ongoing basis of progress in relation to the implementation of Council decisions and addresses outstanding items.

The Status Report is a document that is used to track the progress of Council decisions, providing a history which can be used for evaluation and reviewing purposes.

The Report will continue to be refined, and items marked as completed within this report will be removed from future reports.

RISK IMPLICATIONS:

Tracking Council decisions will also identify potential risks ensuring strategies can be put in place to manage them.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

This has already been considered when the individual items were presented to Council.

STRATEGIC DOCUMENT REFERENCE:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Chief Executive Officer have no interests to declare in this matter.

ATTACHMENTS:

1. Status of Council Decisions as at 4 December 2025 (1) [22.1.1 - 19 pages]

22.2. Status Report on Notices of Motion as at 4 December 2025

FILE NO: SF5547

AUTHOR: Lorraine Wyatt (Team Leader Executive Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the updated Status Report on Notices of Motion.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2025

RECOMMENDATION:

That Council:

1. receives the Status Report on Notices of Motion as at 4 December 2025 (Attachment 1).
-

REPORT:

In accordance with regulation 19(1) of the *Local Government (Meeting Procedures) Regulations 2025*, a Councillor may give to the Chief Executive Officer a written notice of motion, (at least 7 days before a meeting), together with supporting information and reasons, to be included on the agenda of that meeting.

To ensure decisions are made in a transparent and accountable way, updates regarding the status of Notices of Motion will be reported to each Council meeting.

Items marked as 'completed' will be removed from the list following the meeting at which this is reported.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Chief Executive Officer have no interests to declare in this matter.

ATTACHMENTS:

1. Status of Notices of Motion as at 4 December 2025 [22.2.1 - 10 pages]

22.3. Report on City of Launceston's 2025 Annual General Meeting

FILE NO: SF0098

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To report on the Council's 2025 Annual General Meeting, held in compliance with section 72B of the *Local Government Act 1993* (Tas) on 4 December 2024 at 5.30pm in the Council Chambers, Town Hall, Launceston.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. in respect of the Annual General Meeting held on 4 December 2024 at 5.30pm in the Council Chambers, Town Hall, Launceston, notes the following motions passed at that Meeting:

Agenda Item 3. Confirmation of Minutes

That the Minutes of the Annual General Meeting of the City of Launceston Council held on 12 December 2024 be confirmed as a true and correct record.

Agenda Item 5.2 Annual Reports

That Council:

1. receives the City of Launceston Annual Report for the year ended 30 June 2025 (ECM Doc Set ID 5308413) and pursuant to section 72(2)(a) of the *Local Government Act 1993* (Tas) and submits one copy of the Annual Report to the Director of Local Government and one to the Director of Public Health.
2. receives the Launceston Flood Authority Annual Report for the period ended 30 June 2025 (ECM Doc Set ID 5308429).
3. notes the Queen Victoria Museum and Art Gallery Annual Report 2024/2025 (ECM Doc Set ID 5297639) was received by the Council at its Meeting on 13 November 2025.

Agenda Item 6.1 Notice of Motion - Robin Smith - Bench Installation at George Street Taxi Rank - 21 November 2025

That Council:

1. resolves to install a public seat at the taxi rank in George Street.

Agenda Item 6.4 Notice of Motion - Robin Smith - By-Law for Early Discount Provision - 24 November 2025

That Council:

1. considers to make a new by-law in the terms of the current Parking Facilities By-Law No 2 of 2023 with the following early discount provision for all infringement notices issued under clause 7 with penalty units corresponding as shown below:

Column 1	Column 2	Column 3	Column 4	Column 5
Section	Offence	Penalty (penalty units)	Reduced penalty if paid to Council within 14 days from date of service of Infringement Notice (penalty units)	Reduced penalty if paid to Council after 14 days but within 28 days from date of service of Infringement Notice (penalty units)
Section 97(1)(a)(i)	Remaining parked whilst meter not running	0.5	0.2	0.3
Section 97(1)(a)(ii)	Exceeding maximum period on parking meter	0.5	0.25	0.4
Section 97(1)(b)(i)	Parking without parking voucher displayed	0.5	0.2	0.3
Section 97(1)(b)(ii)	Parking longer than authorised by a parking voucher	0.5	0.25	0.4
Section 97(1)(c)	Parking more than one motor vehicle in a space	0.5	0.25	0.4
Section 97(1)(d)	Parking a motor vehicle partly inside and outside a space	0.5	0.2	0.3

REPORT:

In compliance with section 72B(1) of the *Local Government Act 1993* (Tas), the Annual General Meeting (AGM) of the City of Launceston was held in the Council Chambers, Town Hall, Launceston on Thursday, 4 December 2024.

Notices of the Meeting were published in *The Examiner* on Saturday, 8 November 2025 and Saturday, 15 November 2025.

No submissions were received in regard to the City of Launceston's Annual Reports for the year ended 30 June 2025.

Thirteen Questions on Notice were received from Robin Smith on 20 November 2025 and 24 November 2025 relating to graffiti and tobacco control enforcement, animal management, e-scooter use, homelessness service requests, IT system updates, parking challenges, infrastructure safety, and parking infringement processes. Additional questions sought updates on strategic event planning to attract major festivals like Dark Mofo and Mona Foma to Launceston, as well as measures to reduce anti-social behaviour in the Brisbane Street Mall.

The following Notices of Motion were tabled and supported at the AGM:

- Robin Smith - Bench Installation at George Street Taxi Rank - 21 November 2025
- Robin Smith - By-Law for Early Discount Provision - 24 November 2025

The following Notices of Motion were tabled and were not supported at the AGM:

- Robin Smith - Poster Pole Installation Brisbane Street Mall - 21 November 2025
- Robin Smith - Social Services Provisioning in Civic Square - 21 November 2025
- Robin Smith - Closed Circuit Television - 24 November 2025

A quorum of Council was present at the AGM, consisting of the Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor A J Britton, Councillor K M Preece and Councillor R A I Marsden. The attendance of the Council's Officers and electors was recorded.

Section 72B(6) of the *Local Government Act 1993* (Tas) requires that a motion passed at the Annual General Meeting is to be considered at the next meeting of Council.

Section 72B(7) of the Act requires the General Manager to keep Minutes of the AGM. The unconfirmed Minutes of the AGM have been published to www.launceston.tas.gov.au.

RISK IMPLICATIONS:

Publishing a summary of the Annual General Meeting ensures transparency in meeting our governance obligations.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The report on the AGM provides members of our community a summary of the questions and Notices of Motion addressed, or taken on notice, at the meeting and highlights the matters that are important to the members of the public in attendance.

STRATEGIC DOCUMENT REFERENCE:

Not applicable:

Council's consideration of this matter meets a legislative requirement.

BUDGET AND FINANCIAL IMPLICATIONS:

There are no financial implications in noting this report.

DISCLOSURE OF INTERESTS:

The Chief Executive Officer has no interests to declare in this matter.

ATTACHMENTS:

Nil

22.4. TasWater Price and Service Plan 5

FILE NO: SF7106

AUTHOR: Lorraine Wyatt (Team Leader Executive Support)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To note the attached correspondence received from TasWater.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. notes the attached correspondence from TasWater (ECM Doc Set ID: 5312021, 5312036 and 5312039) and to seek endorsement to provide the requested letter of support for the TasWater Price and Service Plan 5 to the Tasmanian Economic Regulator.
-

REPORT:

TasWater's Price and Service Plan 5 (PSP5) outlines a comprehensive program to ensure water and sewerage infrastructure meets the needs of Tasmania's communities over the coming years. The plan includes:

- Tariff reform to make bills more reflective of actual usage.
- Significant investment in community infrastructure.
- Commitments to capital and operational efficiencies aimed at improving service reliability, reducing environmental harm, and strengthening long-term affordability and sustainability.

The Tasmanian Economic Regulator will release its draft determination on PSP5 in February 2026. Letters of support provided during this assessment period will have the greatest impact on the Regulator's considerations. Several other Councils have already provided letters of support.

Supporting PSP5 aligns with Council's responsibility as a TasWater owner and its commitment to ensuring reliable, sustainable water and sewerage services for the community. Endorsing PSP5 will help deliver lasting benefits, including improved service reliability, environmental protection, and affordability.

RISK IMPLICATIONS:

Failing to support TasWater's Price and Service Plan 5 (PSP5) could reduce Council's influence on the Tasmanian Economic Regulator's determination, potentially delaying or limiting infrastructure investment in our region. It may also impact service reliability, environmental improvements, and long term affordability for the community. Additionally, non support poses reputational risk as Council is a TasWater owner and expected to advocate for statewide service delivery and regional development.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Supporting PSP5 aligns with Council's strategic objectives for growth, liveability, and sustainability. Endorsing PSP5 will help deliver lasting benefits, including improved service reliability, environmental protection, and affordability for the community.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The Author and Executive Leader have no interests to declare in this matter.

ATTACHMENTS:

1. City of Launceston - Request for Support [22.4.1 - 1 page]
2. PSP 5 Tariff Reform [22.4.2 - 1 page]
3. Customer support fact sheet [22.4.3 - 1 page]

23. LATE ITEMS

Local Government (Meeting Procedures) Regulations 2025 – regulation 10(7)

No Items have been identified as part of this Agenda

24. CLOSED COUNCIL

Local Government (Meeting Procedures) Regulations 2025 – regulation 17(1)

RECOMMENDATION:

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

24.1. Confirmation of the Minutes

REASON FOR CLOSED COUNCIL:

Regulation 40(6) of the *Local Government (Meeting Procedures) Regulations 2025* states that at the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

24.2. Kings Wharf Redevelopment and Convention Centre - Council Contribution

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(d) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that, if disclosed, is likely to –
 - (i) prejudice the commercial position of the person who supplied it; or
 - (ii) confer a commercial advantage on a competitor of the council; or

24.3. Tender - 2025-2028 Bridge Condition Assessments CD025/2025

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(e) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

24.4. Tender - McKellar Road Pavement Rehabilitation CD064/2025

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(e) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

24.5. Tender - Hardwicke Street and Outram Street Rehabilitation CD065/2025

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(e) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

24.6. Tender - Punchbowl Reserve Playspace Upgrade Project - CD056/2025

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(e) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

- (e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

24.7. Tender - CD022/2025 ERP Solution, Implementation and Integration Support Services

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(e) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that, if disclosed, is likely to –
 - (i) prejudice the commercial position of the person who supplied it; or
 - (ii) confer a commercial advantage on a competitor of the council; or
 - (iii) reveal a trade secret.
- (e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

24.8. Tender - Gorge Restaurant Upgrade Project - CD075/2025

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2) (d) and (e) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that, if disclosed, is likely to –
 - (i) prejudice the commercial position of the person who supplied it; or
 - (ii) confer a commercial advantage on a competitor of the council; or
 - (iii) reveal a trade secret.
- (e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal

24.9. Remuneration Arrangements - City of Launceston Director Representative - Launceston Airport

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(h) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

- (h) information that is –
 - (i) of a personal and confidential nature; or
 - (ii) provided to the council on the condition that it be kept confidential.

24.10. Status of Closed Council Decisions as at 4 December 2025

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to:

- (a) personnel matters, including complaints against an employee of the council;
- (b) industrial relations matters;
- (c) information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business;
- (d) commercial information of a confidential nature that, if disclosed, is likely to –
 - (i) prejudice the commercial position of the person who supplied it; or
 - (ii) confer a commercial advantage on a competitor of the council; or
 - (iii) reveal a trade secret;
- (e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal;
- (f) the security of –
 - (i) the council, councillors and council staff; or
 - (ii) the property of the council;
- (g) proposals for the council to acquire land or an interest in land or for the disposal of land;
- (h) information that is –
 - (i) of a personal and confidential nature; or
 - (ii) provided to the council on the condition that it be kept confidential; requests by councillors for leave of absence;
- (j) notifications by councillors of leave of absence for parental leave;
- (k) matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council;
- (l) the personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area.

24.11. End of Closed Session

25. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 10.30am on 22 January 2025 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.

26. MEETING CLOSURE