



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 17 APRIL 2025
1.00PM**

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: 17 April 2025

Time: 1:00 pm

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.

For further information, please refer to our Video and Audio Streaming of Meetings Policy and our Privacy Policy available at:
<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 - ATTENDANCE AND APOLOGIES

2. MAYORAL ACKNOWLEDGEMENTS

3. DECLARATIONS OF INTEREST

Local Government Act 1993 (Tas) - section 48

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

4. CONFIRMATION OF MINUTES

4.1. Confirmation of Minutes

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

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 27 March 2025 be confirmed as a true and correct record.

5. COUNCIL WORKSHOPS

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

5.1. Council Workshop Report - 3 April 2025 and 10 April 2025

FILE NO: SF4401

AUTHOR: Lorraine Wyatt (Team Leader Executive 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 2015 - Regulation 8(2)(c)

RECOMMENDATION:

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

1. Workshop conducted on 3 April 2025:

Elected Member Finance Training

Councillors participated in a 1-day training session outlining their financial and asset management roles and responsibilities under the Local Government Act 1993.

In Attendance: Deputy Mayor Councillor D H McKenzie, Councillor D C Gibson, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor J J Pentridge, Councillor S Cai and Councillor A J Britton

Apologies: Mayor Councillor M K Garwood, Councillor Prof G Razay, Councillor A J Palmer and Councillor L M McMahon

2. Workshop conducted on 10 April 2025:

Child and Youth Safe Organisations Framework - Policy Consultation Discussion

Councillors were provided with an update on officers' progress towards becoming a child and youth safe organisation and the opportunity to comment on the consultation process with children and young people (C&YP), victim/survivors (VS) and child and youth focused organisations in the Launceston community.

UTAS Stadium Redevelopment Presentation

Councillors received presentation about the stadium redevelopment proposal.

Update - Redevelopment of 118-122 and 124 Brisbane Street

Councillors received a presentation on the status of a targeted procurement process and the status of discussions with parties regarding the redevelopment of Council-owned land at 118 -122 and 124 Brisbane Street (Site).

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

Apologies: Councillor Prof G Razay and Councillor L M McMahon

REPORT:

Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015* 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:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.
5. To maintain a financially sustainable organisation.

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

Councillors' Leave of Absence Applications will be considered in Closed Council at Agenda Item 24.3 and 24.4 - Councillors' Leave of Absence.

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. PUBLIC QUESTION TIME

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31

8.1. Public Questions on Notice

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

8.1.1. Public Questions on Notice - Melody West - Council Stance on Gender-based Violence and Organisational Policies - 25 March 2025

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 25 March 2025 by Melody West, has been answered by the Chief Executive Officer.

Questions:

1. A photograph recently posted on Mayor Mathew Garwood's private Facebook page, featuring himself and American singer Ronnie Radke, triggered significant acts of gender-based violence against Councillors Andrea Dawkins and Lindi McMahon. These acts occurred in public forums, including on global Meta platforms. What is the City of Launceston's official stance regarding these acts of gender-based violence and what organisational policies are in place to appropriately respond to and protect individuals targeted by such attacks?

Response:

The City of Launceston has previously issued a media statement regarding this matter, and the media release has statements attributable to the Chief Executive Officer regarding the position of the City of Launceston.

It is understood that the Mayor has made personal statements regarding this matter on social media, as well as a statement at the 27 March 2025 Council meeting.

ATTACHMENTS:

1. Submission of Public Question on Notice - Council Stance on Gender-based Violence Redacted [8.1.1.1 - 1 page]

8.1.2. Public Questions on Notice - Noel Christensen - Mannekin Pis Statue in the Hart Conservatory - 27 March 2025

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 27 March 2025 by Noel Christensen, has been answered by the Team Leader Building Asset Management.

Questions:

1. Is the functioning statue of Mannekin Pis in the Hart Conservatory, City Park, to be affected in any way by the proposed renovations due to commence soon?

Response:

The John Hart Conservatory has been completely emptied in preparation for the remedial works, inclusive of the fountain and statue. The statue has been carefully removed and transported for secure storage until such time as the works are completed and all infrastructure and plants are returned to the Conservatory for reinstallation.

ATTACHMENTS:

Nil

**8.1.3. Public Questions on Notice - Daniel Hawes - Homelessness Advisory
Committee Meetings and Support for Homeless Community - 27 March 2025**

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 27 March 2025 by Daniel Hawes, have been answered by the Senior Leader Liveable Communities, Team Leader Community Development and Senior Leader Building Assets and Investigations.

Questions:

1. Has the Homelessness Advisory Committee held meetings since November 2023, and if so, why are the minutes not available?

Response:

The Homelessness Advisory Committee has been meeting regularly since 2023. The meetings held since November 2023 are as follows:

- 9 April 2024
- 28 May 2024
- 30 July 2024
- 24 September 2024
- 26 November 2024
- 18 February 2025

It is an oversight that the minutes have not been uploaded to Council's website and we thank you for bringing this to our attention. Officers are working to have this rectified and the minutes uploaded. Notwithstanding this, all Homelessness Advisory Committee meetings have been reported in Council agendas and minutes which are publicly available.

2. What specific steps is the Council taking to remove “red tape” and facilitate effective and community driven organisations like Strike It Out offering support to our homeless community?

Response:

Council is fully committed to supporting people experiencing homelessness. We are in direct contact with many people in Launceston facing homelessness and we work actively with service providers on a daily basis to ensure we can transition people to homes. Since November 2022, we have been actively engaging with Strike It Out, working diligently to find a way to facilitate the use of their sleep pods and mobile shower trailers.

Our utmost priority is the safety and wellbeing of people experiencing homelessness. Additionally, we have a duty to consider the safety and interests of community members who may be in and around the locations where Strike it Out’s infrastructure might be placed. Due to these considerations, there are several factors that need to be addressed before Strike It Out’s infrastructure can be considered, and we have consistently communicated these factors to Strike It Out. You can find a detailed summary of our interactions with Strike It Out in the Council report from 19 September 2024 (pp.43-73).

We have offered our support to Strike It Out to produce the additional documentation required to assist them with their infrastructure, but this offer has not been taken up by them. We have made every effort to assist Strike It Out and we remain open to finding a solution.

3. When does the Launceston City Council expect the \$8.9m investment into the Albert Hall to funnel down to the community?

Response:

The investment in the Albert Hall will be realised by the community when it re-opens and a range of users are again able to make use of its upgraded facilities and enjoy the content that will be delivered for years to come.

ATTACHMENTS:

Nil

8.1.4. Public Questions on Notice - Catie Mulvaney - Mayoral Response to Social Media Attacks - 27 March 2025

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 27 March 2025 by Catie Mulvaney, have been answered by the Mayor, Councillor M K Garwood.

Questions:

1. What is your response to the community's concern about your lack of conviction, constant backpedalling and lack of swift action on this situation and do you have any learnings, leading into measurable changes in your leadership, that will leave the women in your community feeling valid, safe and supported?
2. While I note from your ABC interview yesterday you made comment that you feel that Michelle and yourself have taken the brunt of it, I respectfully disagree and feel that both Councillor Dawkins, Councillor McMahon and now Sam Johnson and members of the community coming to their defence have been most impacted by Radke's actions. Being terrorised with targeted attacks and death threats, leading to the need to shut down their own social media accounts and unable to speak out further for fear of their own safety. What actions have you taken as our leader and have the council taken as a whole to support those impacted by these online attacks?
3. Are you going to stop using your mayoral card for mic drop moments for personal gratification?

Responses:

1. *As per my previous public statements, including at the last Council meeting, I apologise for the situation that has been created out of my actions. I remain deeply concerned for those impacted in this situation, and I hold myself accountable and responsible.*
2. *The Council is providing support through our existing People and Culture processes to those whom have been impacted. This includes any staff members who may have been impacted.*
3. Yes.

ATTACHMENTS:

Nil

8.1.5. Public Questions on Notice - Robin Smith - Swastika Graffiti and Boxing Day Parking Feasibility Report - 27 March 2025

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 27 March 2025 by Robin Smith, have been answered by the Senior Leader City Amenities and Team Leader Parking.

Questions:

1. Further to the answers appearing in the agenda for Thursday 27 March 2025 item 8.1.5. Public Questions on Notice - swastika graffiti removal from council property and buildings - would Council:
 - a. Make mandatory the reporting to Tasmania Police of the graffiti as it now can attract a fine of up to \$23,000 and 12 months in prison?

Response 1.a.:

The Council supports its officers to make reports of illegal activities to Tasmania Police and other regulatory bodies, including if swastikas are identified. However, a decision to make a report will be made on a case-by-case basis, and not by reason of a mandatory reporting requirement of the Council.

- b. Extend the removal of swastikas to include private property?

Response:

Property owners are responsible for the maintenance and management of their own properties. While the Council has broad powers and the ability to allocate funds for its functions, its authority to undertake work on private property is governed by specific legislation. A key consideration in extending graffiti removal services to private properties is the issue of responsibility.

The Council's powers and functions do not include the maintenance of private property. The responsibility for property upkeep, including maintenance and insurance, remains with the property owner in accordance with land and insurance laws.

2. [Regarding Agenda Item 20.3 Parking Feasibility Report - Provision of Multi-storey Parking on Boxing Day and Other Public Holidays, in response to Councillor Walker's Notice of Motion]. Unfortunately, the motion doesn't seem to give a feasibility study. It gives revenue but doesn't show what the expenses are or the running costs of the car parks on public holidays. Would Council give more information for actual feasibility?

Response:

As noted in the response to Cr Walker's Notice of Motion, it is important to clarify that the Council's multi-storey car parks are already typically open on public holidays, ensuring parking availability for visitors and businesses. The only circumstances in which these facilities may not be available are due to unforeseen operational or technical issues that may arise.

Council is seeking to remedy operational and technical issues through proposed upgrades to Council's multi-storey car parks, which will look to include license plate recognition technology and other technological improvements such as payment via phone apps to be trialed. A current capital budget exists of \$600,000 is approved under the Multi-Storey Car Park Access Management System project to fund these works.

The desired technological improvements will reduce Council's reliance on internal staff on public holidays and outsourced customer assistance, allowing for a more automated and integrated parking network to be implemented across the multi-storey car parks.

As noted in the report, dependent on the public holiday, there is a significant variance in the demand on Council's multi-storey car parks.

ATTACHMENTS:

Nil

8.2. Public Questions Without Notice

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

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. DA0517/2024 - Sports and Recreation – Alterations and Extensions to Existing Sporting Stadium Facility including Tree Removal, Replacement of Light Tower, Development of a New Stand, Additional Seating in Western Stand and Redeveloping Eastern Stand

FILE NO: DA0517/2024

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

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:	Era Planning And Environment
Property:	2 Invermay Road, Invermay
Zoning:	Particular Purpose 4 - Inveresk Site
Receipt Date:	20/11/2024
Validity Date:	23/11/2024
Further Information Request:	11/12/2024
Further Information Received:	12/02/2025
Deemed Approval:	147/04/2025
Representations:	6

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

DA0276/2024 - Tree Removal – Council failed to make a decision and subsequently withdrawn

STANDARDS REQUIRING PLANNING DISCRETION:

LAU-P4.5.1 Hours of operation - P1
LAU-P4.5.2 Noise levels - P1
LAU-P4.6.1 Building height - P1
LAU-P4.6.2 Active ground floors - P1

C2.5.1 Car parking numbers - P1.1
C2.5.3 Motorcycle parking numbers - P1
C6.6.1 Demolition - P1
C6.6.2 Site coverage - P1
C6.6.3 Height and bulk of buildings - P1
C6.6.4 Siting of buildings and structures - P1
C6.6.5 Fences - P1
C6.6.6 Roof form and materials - P1
C6.6.8 Outbuildings and structures - P1
C14.5.1 Suitability for intended use - P1
C14.6.1 Excavation works, excluding land subject to the *Macquarie Point Development Corporation Act 2012* - P1
LAU-S10.7.2 Flood impact - P3

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 DA0517/2024 2 Invermay Road, Invermay, Sports and Recreation – alterations and extensions to existing sporting stadium facility including tree removal, replacement of a light tower, development of a new stand, additional seating in the Western Stand and redeveloping the Eastern Stand, subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a) Site Plan Overall, prepared by Populous +, Drawing No. AD-01-0001, Revision A, dated 18/09/2024;
- b) Exist Conditions Plan - Overall - L01, prepared by Populous +, Drawing No. AD-01-0002, Revision A, dated 18/09/2024;
- c) Demolition Plan - L01 - Overall, prepared by Populous +, Drawing No. AD-01-0003, Revision A, dated 18/09/2024;
- d) Shadow Diagrams - Winter Solstice, prepared by Populous +, Drawing No. AD-01-0004, Revision A, dated 18/09/2024;
- e) GA Plan - L01 - Overall, prepared by Populous +, Drawing No. AD-02-0100, Revision A, dated 18/09/2024;
- f) GA Plan - L01 - Eastern Stand, prepared by Populous +, Drawing No. AD-02-0102, Revision A, dated 18/09/2024;
- g) GA Plan - L01 - Western Stand, prepared by Populous +, Drawing No. AD-02-0104, Revision A, dated 18/09/2024;
- h) GA Plan - L01 - Centre Western Stand, prepared by Populous +, Drawing No. AD-02-0105, Revision A, dated 18/09/2024;
- i) GA Plan - L01 - Eastern Fate 07, prepared by Populous +, Drawing No. AD-02-0107, Revision A, dated 18/09/2024;

- j) GA Plan - L01 - New Public Amenities, prepared by Populous +, Drawing No. AD-02-0108, Revision A, dated 18/09/2024;
- k) GA Plan - L02 - Eastern Stand, prepared by Populous +, Drawing No. AD-02-0202, Revision A, dated 18/09/2024;
- l) GA Plan - L02 - western Stand, prepared by Populous +, Drawing No. AD-02-0204, Revision A, dated 18/09/2024;
- m) GA Plan - L02 - Centre Western Stand, prepared by Populous +, Drawing No. AD-02-0205, Revision A, dated 18/09/2024;
- n) GA Plan - Roof - Eastern Gate 07, prepared by Populous +, Drawing No. AD-02-0207, Revision A, dated 18/09/2024;
- o) GA Plan - Roof - New Public Amenities, prepared by Populous +, Drawing No. AD-02-0208, Revision A, dated 18/09/2024;
- p) GA Plan - Roof - Eastern Stand, prepared by Populous +, Drawing No. AD-02-0302, Revision A, dated 18/09/2024;
- q) GA Plan - L03 - Centre West Stand, prepared by Populous +, Drawing No. AD-02-0305, Revision A, dated 18/09/2024;
- r) GA Plan - L04 - Centre West Stand, prepared by Populous +, Drawing No. AD-02-0405, Revision A, dated 18/09/2024;
- s) GA Plan - Roof - Centre West Stand, prepared by Populous +, Drawing No. AD-02-0505, Revision A, dated 18/09/2024;
- t) Overall Elevations - East & West, prepared by Populous +, Drawing No. AD-03-0000, Revision A, dated 18/09/2024;
- u) Detail Elevations - CWS - West & East, prepared by Populous +, Drawing No. AD-03-0200, Revision A, dated 18/09/2024;
- v) Detail Elevs - CWS - North & South, prepared by Populous +, Drawing No. AD-03-0201, Revision A, dated 18/09/2024;
- w) Detail Elevations - Eastern Stand, prepared by Populous +, Drawing No. AD-03-0203, Revision A, dated 18/09/2024;
- x) Detail Elevations - Amenities & Gate, prepared by Populous +, Drawing No. AD-03-0204, Revision A, dated 18/09/2024;
- y) Overall Sections, prepared by Populous +, Drawing No. AD-03-1000, Revision A, dated 18/09/2024;
- z) Detail Sections - Eastern Stand, prepared by Populous +, Drawing No. AD-03-1100, Revision A, dated 18/09/2024;
- aa) Detail Sections - Centre West Stand, prepared by Populous +, Drawing No. AD-03-1200, Revision A, dated 18/09/2024;
- bb) Traffic Impact Assessment, prepared by Midson Traffic Pty Ltd, dated September 2024
- cc) Heritage Impact Assessment, prepared by Purcell, dated September 2024;
- dd) UTAS Stadium: Assessment of Historic Cultural Heritage Significance, prepared by Purcell, dated 10/02/2025;
- ee) Flood Inundation Report, prepared by Flussig Engineers, Project No. FE_24016, dated 11/04/2024;

- ff) Flood Inundation Risk Management Plan, prepared by Flussig Engineers, Project No. FE_24016, dated 12/04/2024;
- gg) Environmental Site Assessment, prepared by elgin associates, Project No. JN23455, dated 02/09/2024;
- hh) Technical Memo, prepared by Tarkarri Engineering, Project NO. 5816_AC_R_R2, dated 19/09/2024;
- ii) Stormwater Management Report, prepared by Collective Consulting, dated July 2024;
- jj) Sewer Design Report, prepared by Collective Consulting, dated December 2024;
- kk) Rapid Screening Ground Gas Risk Assessment, prepared by elgin associated, Project No. JN24542, dated 23/10/2024;
- ll) Hazardous Substances Assessment & Register, prepared by KMPG, dated 15/04/2024;
- mm) Landscape Response Report, prepared by inspiring place, dated September 2024;
- nn) Tree Report, prepared by Adam's Tree Services , dated 05/04/2024;
- oo) Contamination and Acid Sulfate Soils Management Plan Construction Phase, prepared by elgin associated, Project No. JN23455, dated 30/08/2024;
- pp) Hazardous Materials Assessment, Register & Management Plan, prepared by KPMG, dated 23/08/2023; and
- qq) Water Design Report, prepared by Collective Consulting, dated December 2024

2. HERITAGE IMPACT STATEMENT MITIGATION MEASURES

Mitigation measures as outlined within the Heritage Impact Statement provided by Purcell must be followed, including:

- a) Substantial retention and reuse of existing structures where feasible;
- b) Reuse of the timber from the Dutch Elm Tree in the proposed landscaping; and
- c) Planting of four new trees adjacent to the new Centre-West stand to mitigate the loss of the Dutch Elm Tree.

3. PHOTOGRAPHIC RECORDING

Prior to the removal of the Dutch Elm, photos are to be taken, in the form of a Photographic Recording, of the tree *in-situ* to document the tree's contribution to the site. A copy of the Photographic Recording must be provided to City of Launceston's Heritage Team for archival purposes.

4. TREE PROTECTION ZONE

An appropriate Tree Protection Zone must be enforced during works to ensure all remaining trees are protected against any inadvertent damage. The zone must be provided by a suitably qualified Arborist.

5. 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.

6. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No.TWDA 2024/01366-LCC and attached to the permit.

7. 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).

8. ENVIRONMENTAL MANAGEMENT PLAN

Following the completion of the upgrade works, an environmental management plan (EMP) is to be implemented as per the recommendations in the Environmental Site Assessment (ESA) report authorised by Andrew Roberts 02 September 2024 (Elgin Associates Pty Ltd).

9. 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.

10. WASTE MATERIALS

All waste materials generated by the activity are to be disposed of at an approved waste disposal facility or reclaimed/recycled if possible.

11. 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.

12. CONTAMINATED LAND

The developer must comply with the:

- 1. Environmental Site Assessment (ESA) report authorised by Andrew Roberts 02 September 2024 (Elgin Associates Pty Ltd) and complete all works required in the ESA report's recommendations,
- 2. Contamination and Acid Sulfate Soils Management Plan - Construction Phase by Dr Sophie Le Roux 30 August 2024 and the UTAS Stadium, and

3. Surrounding Grounds Rapid Screening Ground Gas Risk Assessment report prepared by Daniel Laver 23rd October 2024.

Any new information which comes to light during demolition or construction works which has the potential to alter previous conclusions about site contamination must be notified to Council (and the Environmental Protection Authority if relevant) immediately upon discovery.

13. 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.

14. NO VEHICULAR ACCESS VIA SPINE WALK WITHOUT COUNCIL APPROVAL

The existing Service Vehicle gates located in the chain mesh fence on the south western side of Spine Walk cannot be used for vehicular access to and from the 'Stadium Site' without the benefit of a right of way, or a lease or licence of the said land. The 'Stadium Site' for the purposes of this Condition is the area defined in the Council decision Item 22.3 Transfer of York Park to Stadiums Tasmania on Thursday 14 November 2024.

15. AMENDED PLANS REQUIRED

Prior to the commencement of any work and use, amended plans must be submitted to show:

- a. Resolve the conflict between the nature and extent of the landscaping works shown on the various plans to clarify the space available for vehicle circulation within the site.
- b. Vehicle access and turning paths associated vehicular access to the food van area and the stormwater pump station are to be contained within the 'Stadium Site' defined by the existing chain mesh fence on the south-western edge of Spine Walk.

Vehicular access to the site via the Spine Walk cannot be relied upon.

Once approved by the Senior Leader City Development, these amended plans will be endorsed and will then form part of the Permit and shall supersede the original endorsed plans

16. DAMAGE TO COUNCIL INFRASTRUCTURE

The developer is liable for all costs associated with the repair of damage to Council infrastructure resulting from non-compliance with the conditions of the Planning Permit and any by-law or legislation relevant to the development activity on the site. Damage may also include the undertaking of unauthorised works to 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.

17. 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.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0517/2024. 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.

REPORT:

1. THE PROPOSAL

The application is seeking approval for the redevelopment of the UTAS Stadium precinct (formerly Aurora Stadium and also known as York Park) located at 2 Invermay Road, Invermay ('the site' - refer to Figure 3).

UTAS Stadium is a major sporting facility with a grassed surface and the premier multi-purpose sports facility in northern Tasmania. It is a nationally accredited sporting and events facility and is the northern hub for AFL (Australian Football League) Tasmania.

UTAS Stadium is the current Tasmanian home ground for the Hawthorn Football Club of which the Tasmanian Government is the sole naming rights partner of the football club (Tasmanian). The stadium is also the current home ground of local football team North Launceston Football Club.

During the AFL offseason, the stadium surface is renovated and prepared with a turf wicket to facilitate domestic and local cricket competitions including the Big Bash League (BBL and WBBL). The stadium also hosts (or has hosted) other national sporting codes, albeit less frequently than cricket and AFL, including soccer (A-League) and rugby as well as a range of other large format concerts and events.

The venue is also available for hire and use as a general function centre and corporate meeting space.

The proposed stadium redevelopment represents a \$130 million joint funding arrangement between the Tasmanian Government and the Federal Government. Key outcomes of the proposed redevelopment are twofold:

1. essential upgrades and rectification works that are required to improve and maintain current stadium operations; and
2. augmenting the facility to align with Australian Tier 2 (stadium) guidelines which will convert to enhanced spectator viewing experience, amenity improvements, food and beverage improvements, and enhanced pedestrian ingress and egress within the stadium facility.

Specific use and development associated with the application include construction of a new Centre West Stand ('CWS stand'), Western Infill Seating and redevelopment of the Eastern Stand, each of which is summarised in Table 1 below.

Table 1 - summary of proposed use and development

Use and development Scope	
Development Area	Development and Use Summary
Centre West Stand	<p><u>Demolition</u></p> <ol style="list-style-type: none"> 1. demolition of existing function centre building; 2. removal of existing light tower; 3. removal of existing Dutch Elm Tree (<i>Ulmus x hollandica</i>); 4. demolition of ground interchange bench; 5. demolition and modification of pavement surrounding existing function centre building and light tower to be removed; <p><u>Construction</u></p> <ol style="list-style-type: none"> 6. construction of a new focal stand with a maximum building height of approximately 20.5m over four (4) levels: <ol style="list-style-type: none"> a. Ground Level will comprise the main entry foyer and primary changeroom facilities for matchday and training for AFL and cricket; b. Level 1 will comprise corporate boxes with seating and will be connected to the western stand by an elevated concourse. c. Level 2 will comprise three (3) primary open plan spaces; d. Level 3 will comprise an open plan function space, commentary rooms facing the oval and a camera room facing the oval; 7. construction of a new 60m high light tower; 8. landscaping around the western, northern and southern sides of the new stand; 9. external seating between the new stand and the perimeter of the oval at tier 1 and low levels; 10. new interchange 'dugouts' along the perimeter of the playing surface.
Western Infill Seating	<p><u>Demolition</u></p> <ol style="list-style-type: none"> 1. demolition and modification of level 1 seating tiers; 2. demolition of function room stand facing the oval; 3. demolition and modification of pavement between seating and stand area and oval fence; 4. excavation to facilitate new amenities building to the south-west of external side of Western Stand; <p><u>Construction</u></p> <ol style="list-style-type: none"> 5. construction of new seating on in-situ concrete piers up to the perimeter of the oval; 6. construction of a new amenities building to the south-west of external side of Western Stand that will have a

Use and development Scope	
Development Area	Development and Use Summary
	maximum building height of approximately 4m (landscaping to be provided along the southern side of the building);
<i>Eastern Stand</i>	<p><u>Demolition</u></p> <ol style="list-style-type: none"> 1. removal of northern and southern seating tiers whilst maintaining the existing roof structure and frame; 2. removal of eastern metal sheet wall along the length of the stand; 3. removal of transportable and temporary food and beverage trailers, toilet blocks and entrance gate; 4. demolition and modification of pavement around the existing stadium between the oval fence and eastern perimeter of the facility; <p><u>Construction</u></p> <ol style="list-style-type: none"> 5. construction of new seating on in-situ concrete piers up to the perimeter of the oval; 6. construction of four (4) new amenity buildings along the eastern side of the new (slightly elevated) concourse which will run along the eastern side of the stand; 7. construction of three (3) new food and beverage outlet buildings (pods) along the eastern side of the new concourse (buildings will have a height of approximately 4.8m above existing ground level); 8. construction of new hardstand area along the concourse and through trafficable areas between the stand and amenity and food and beverage outlets (buildings will have a height of approximately 4.8m above existing ground level); 9. provision of new hard and soft landscaping between the redeveloped stand, concourse and amenity and food and beverage buildings and eastern perimeter of the facility and new south-eastern entry plaza; 10. construction of a new gate structure which will have a roof height of approximately 6.7m.

The proposed use and development described in Table 1 is illustrated in Figures 1 and 2 below.

The application does not involve any external signage apart from flood warning signage which constitutes regulatory signage and is exempt from the Signs Code (and therefore from requiring a planning permit) pursuant to Table C1.4 of the Scheme.

The proposed stadium redevelopment will alter patron capacity the following ways:

1. reduction of overall patron capacity from 19,500 to 17,500 (2,000 patrons in total);
2. increase in seating capacity from 13,270 to 16,394 (3,124 seats in total).

It is intended that the existing range of sporting, social and cultural events (including function and corporate room activities) currently held at the stadium facility will continue following the proposed redevelopment albeit within an improved venue.

Figure 1 - excerpt of the submitted Demolition Plan illustrating demolition and disturbance within the facility proposed by the application.

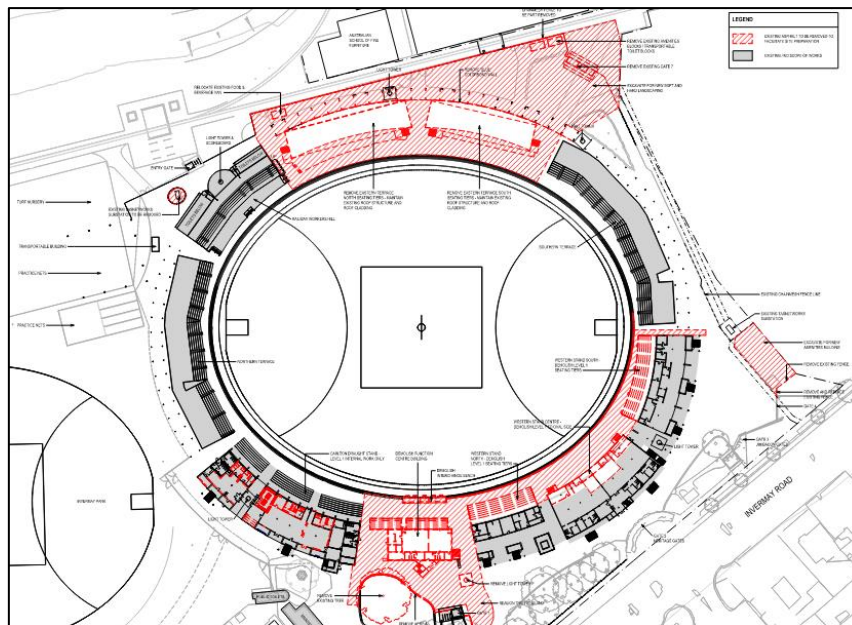
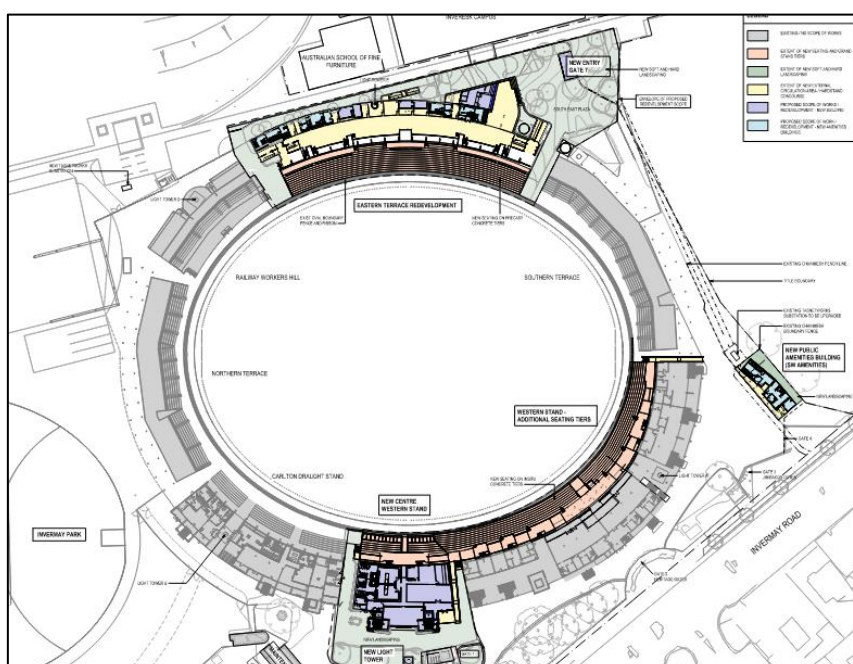
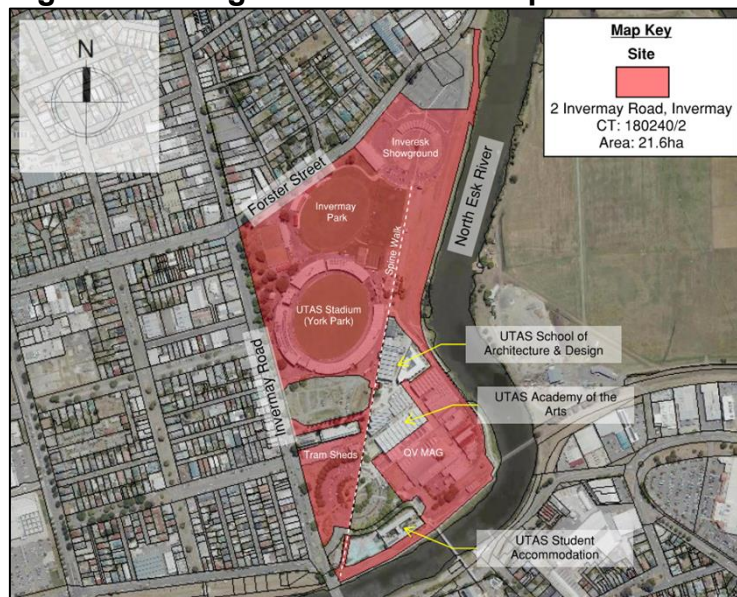


Figure 2 - excerpt of the submitted Overall Site Plan illustrating the development areas within the facility proposed by the application.



2. LOCATION AND NEIGHBOURHOOD CHARACTER

Figure 3 - aerial image illustrating the location and spatial extent of the site.



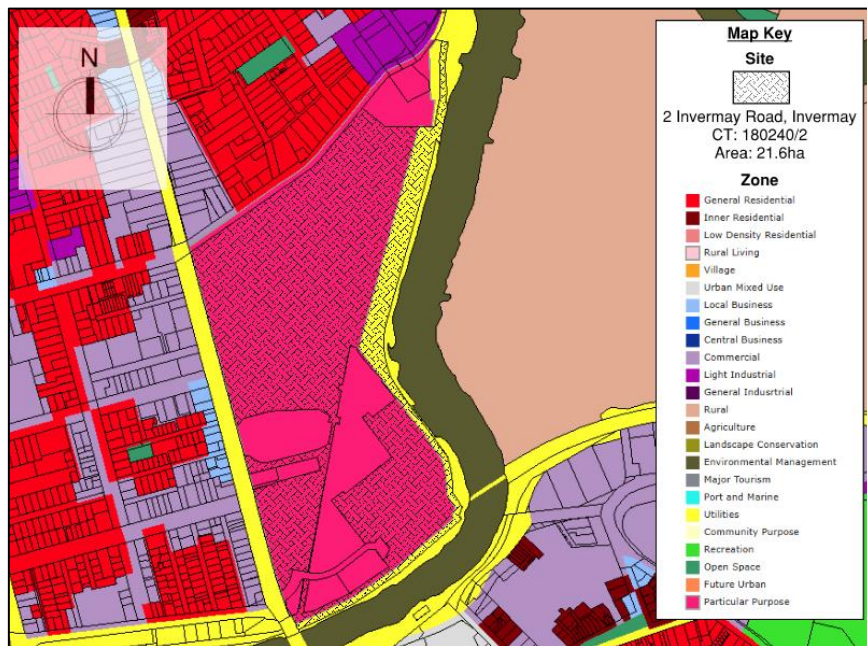
The site comprises a single lot which has a total area of approximately 21.6ha and is of an irregular shape extending between Forster Street to the north and North Esk River to the south (refer to Figure 3). The eastern and western boundaries of the site adjoin North Esk River and Invermay Road, respectively.

The site is owned by City of Launceston and is an established public facility which is connected to the Launceston CBD which is located approximately 800m to the south-west by a series of roads, trails, bridges and footpaths.

The site comprises a range of public facilities and accessible spaces including the QV MAG, Tram Sheds, UTAS Stadium, Invermay Park, Inveresk Showground and car parking facilities. Pedestrian and bicycle pathways are provided throughout the site along the Spine Walk (connecting the south-western end of the site to the north-eastern end of the site) and along the perimeter of the North Esk River.

The site envelopes multiple lots that are owned by the University of Tasmania most of which have been developed to include student accommodation and new learning facilities for architecture, design and the arts. The composition of established use and development within the site and on the adjoining lots enveloped by the site is characterised by a range of cultural, educational, recreational and public purpose use which reflects the purpose of the underlying Particular Purpose Zone - Inveresk Site, although it is recognised that sections of the eastern and southern outer perimeter of the site are assigned to the Utilities zone (refer to Figure 4).

Figure 4 - map illustrating the underlying zone of the site (Particular Purpose Zone - Inveresk Site) and adjoining and adjacent lots.



In addition to the underlying zones, the site is subject to the following overlays (not all of which are applicable to the application):

1. Airport Obstacle Limitation Area;
2. Landslip Hazard (Low Hazard Band);
3. Coastal Inundation Hazard;
4. Priority Vegetation Area;
5. Local Heritage Place;

The site is also subject to the Invermay/Inveresk Flood Inundation Specific Area Plan. With respect to the Airport Obstacle Limitation Area ('OLS'), the proposed stadium redevelopment is exempt from the Safeguarding of Airports Code in accordance with clause C16.4.1(a) of the Scheme where the height of the proposed stadium redevelopment will be below 316m Australian Height Datum (AHD) which is the height of the applicable OLS.

Figures 5 and 6 provide diagrams of the proposed demolition and development footprints within the context of the site and adjoining and adjacent land.

Figure 5 - aerial image overlaid with an excerpt of the submitted Demolition Plan illustrating the indicative location of proposed demolition development within the context of the site and adjoining and adjacent land.

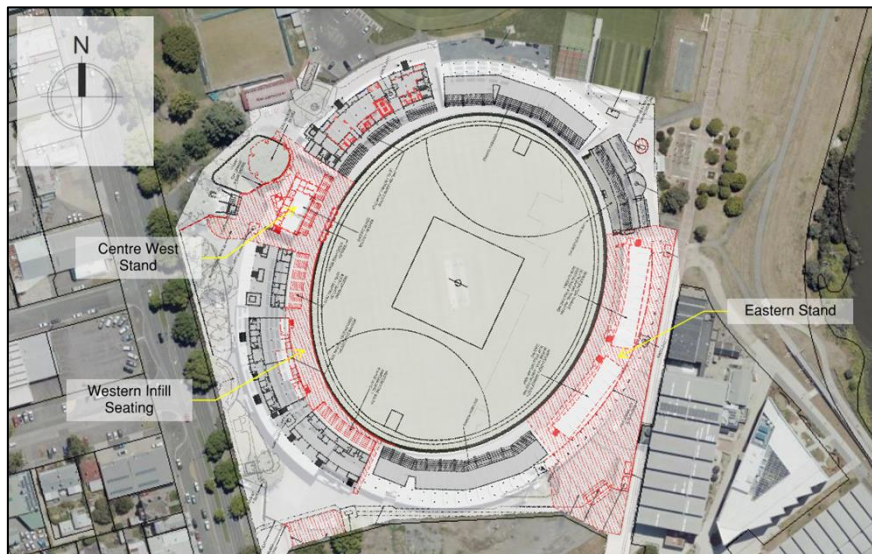
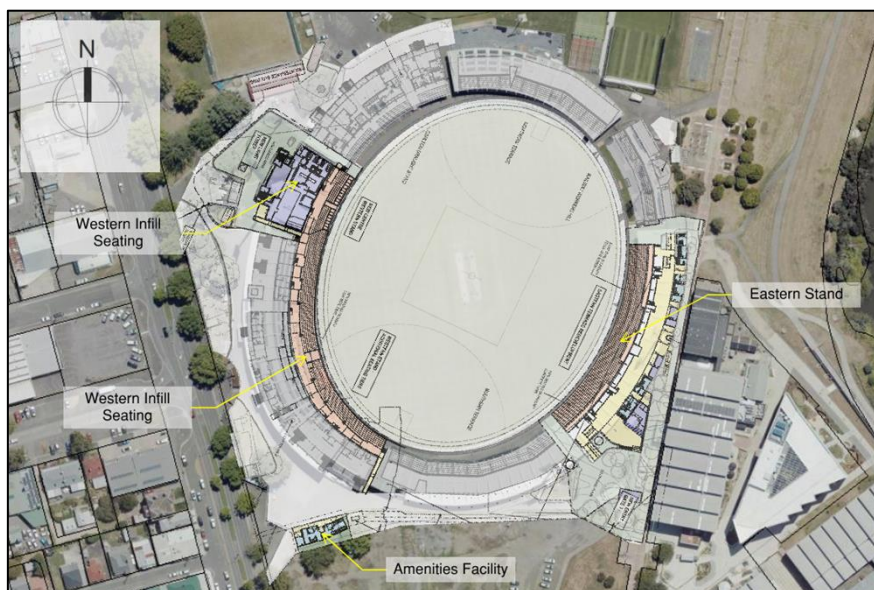


Figure 6 - aerial image overlaid with an excerpt of the submitted Overall Site Plan illustrating the indicative location of proposed new building and development within the context of the site and adjoining and adjacent land.



3. PLANNING SCHEME REQUIREMENTS

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

4. REFERRALS

REFERRAL	COMMENTS
INTERNAL	
Infrastructure and Assets Network	Conditions recommended.
Environmental Health	Conditions recommended.
Heritage/Urban Design	Conditions recommended.
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 2024/01366-LCC
State Growth	N/A
TasFire	N/A
Tas Heritage Council	Notice of No Interest provided
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 05/03/2025 - 20/03/2025. Six (6) representations were received.

Clause 6.10.1 states that in determining an application for any permit for use or development the planning authority must, in addition to the matters required by section 51(2) of the Act, take into consideration:

- (a) all applicable standards and requirements in this planning scheme; and
- (b) any representations received pursuant to and in conformity with section 57(5) of the Act,

but in the case of the exercise of discretion, only insofar as each such matter is relevant to the particular discretion being exercised.

All issues raised within the representations related to the proposed removal of the Dutch Elm Tree which is within the vicinity of the proposed Centre West Stand. The Dutch Elm Tree is not listed as a significant tree or identified in the significant trees list in the Launceston Local Provisions Schedule and standard C6.9.1 of the Local Historic Heritage Code which pertains to significant trees does not apply to the removal of the Dutch Elm Tree.

In addition, the planning assessment has determined that standard C6.6.10 of the Local Historic Heritage Code which pertains to the removal, destruction or lopping of trees, or removal of vegetation, that is specifically part of a local heritage place listed in the Launceston Local Provisions Schedule. In this regard, the Dutch Elm Tree is not a tree

that is not a specifically listed feature within the listing within the Launceston Local Provisions Schedule within clause LAU-Table C6.1 is LAU-C6.1.944. Accordingly, standard C6.6.10 is not applicable to the removal of the Dutch Elm Tree.

Accordingly, removal of the Dutch Elm Tree does not invoke a discretion within the Scheme and the issues raised within the representations relating to the Dutch Elm Tree are not ones that are able to be taken into consideration as a Planning Authority.

Notwithstanding this, the applicant has committed to reuse of the Dutch Elm Tree on the site in addition to replacing the Dutch Elm Tree with four (4) new deciduous trees to be planted within proximity to the new Centre West Stand.

It is within this context that the following responses have been provided to the key issues raised within the representations.

Issue 1

Representor supports previous efforts by Council and Councillors to protect significant treescapes and heritage trees of Launceston. Representor supports conditions on the DA that will ensure the best outcome for the big Elm in the vicinity of York Park Stadium.

Response 1:

The proposal to include the Centre West Stadium which is required for additional seating and facilities means that the removal of the Elm Tree is unavoidable to enable the project to proceed.

A number of conditions are proposed on the permit to both recognise the tree and ensure all trees are protected. They include:

- Substantial retention and reuse of existing structures where feasible (i.e. salvage strategy).*
- Reuse of the timber from the Dutch Elm Tree on site.*
- Planting of four Acer Rubrum trees between the stadium and Invermay Road*
- Photographs to be taken of the Dutch Elm prior to removal (i.e. photographic recording)*
- Ensure a tree protection zone around any remaining trees within the work zone.*

Issue 2

Representor states that just because the tree is not listed as a significant tree at present does not detract from it being a superb tree. The tree is in excellent health and provides shade and habitat for flora and fauna and is a meeting place for patrons at events. Whilst not currently listed as a significant tree, it could well be in coming years. Requests that Council ask the proponents to find a way for the tree to be saved.

Response 2

The attached Design Concept Plans demonstrate that in order to provide the required facilities and seating in the new Centre West Stand, that due to various on-site constraints the removal of the tree is unavoidable as the west is the only direction that the stadium can extend to.

Further, the Heritage Consultants provided additional detail as to the constraints on site and the concepts the architects explored to try and avoid the removal of the tree as follows:

'The new Centre-West Stand is positioned on the site of the existing function centre, with several site constraints defining its footprint. To the north stands the existing CUB Stand, while the Western Stand lies to the south. To the east, the field of play and sightlines from tiered seating and adjacent stands establish the eastern boundary. This leaves the western boundary as the only variable available to accommodate the minimum required floor area, which is dictated by Tier 2 sporting code requirements. These requirements include essential functional spaces such as player amenities, change rooms, warm-up areas, wet zones, and equal accessibility for both men and women. Given the necessary spatial relationships and site constraints, the minimum footprint extends further west than the existing function centre, conflicting with the location of the existing Elm Tree.

Throughout the design process, the Populous + Philp Lighton Architect team explored multiple iterations to avoid removing the Elm Tree, including shaping the building around it. However, these layouts proved inefficient in both planning and structural terms and failed to meet the functional requirements of the sporting codes. Additionally, pushing the building westward would have disrupted the precinct's circulation path and brought it closer to Invermay Road and in turn impacting multiple additional trees on site.

It is also important to note that the redevelopment also requires the replacement of critical precinct infrastructure, including water mains, a new fire main, electrical mains, sewerage, and stormwater systems, along with the construction of a new stormwater pumping station. These services must pass through or near the existing tree protection zone, where the necessary trenching would have a significant impact on the tree's root system and the overall health of the tree.

To enhance the parkland setting on the western side of the ground, the development proposal includes four additional trees adjacent to the Centre-West Stand. The building's design has deliberately maintained a separation from adjacent stands, preserving the unique parkland views from the playing field'

Issue 3

A previous application for the removal of the Elm tree was considered by Council and lost. The current DA does not place any value on the Elm tree. The representor states that a design change to accommodate the tree would put the stadium on the map as having unique significance and would improve the attractiveness of the facility.

Response 3

The attached Design Concept Plans demonstrate that in order to provide the required facilities and seating in the new Centre West Stand, that due to various on-site constraints the removal of the tree is unavoidable as the west is the only direction that the stadium can extend to.

Issue 4

Representor states that the proposal to plant other species elsewhere on the site misses the point of the significance of the tree.

Response 4

The proposed replanting is a recommendation out of the Heritage Impact Assessment prepared by Purcell.

Issue 5 The fact that when Council previously considered an application for the tree removal that 50% of Councillors attending the meeting voted against the tree removal means that the only way that decision should be able to be overturned would be by TASCAT
<i>Response 5</i> <i>DA0726/2024 which was solely for the removal of the Elm Tree has been withdrawn from Council. This current DA is for the UTAS Stadium development which includes the removal of the tree. Each application must be assessed and considered on its own merits.</i>
Issue 6 Council has an Urban Greening policy and should uphold the policy of protecting its Green Canopy of trees no matter where they are
<i>Response 6</i> <i>The City of Launceston Urban Greening Strategy 2023-2024 is a Council strategy aimed at doubling the tree canopy cover in Launceston over a 17 year period. The proposed DA which includes the removal of an Elm Tree is not required to be assessed against the Strategy, only the relevant provisions in the Tasmanian Planning Scheme – Launceston Local Provisions Schedule.</i>
Issue 7 Representor suggests that if the tree is removed that funds be allocated to a substantial wooden elm structure to be erected near the Stadium, such to be carved by a highly acclaimed artist.
<i>Response 7</i> <i>A condition of permit requires that within 3 months of the tree removal, a plan must be submitted to the satisfaction of the Manager City Development detailing how the timber will be re-used on site, including the timeframes for installation.</i>
Issue 8 The remaining trees in the area are significantly older than the subject Elm and show greater signs of decline in health. The healthiest tree should not be removed.
<i>Response 8</i> <i>The proposed tree removal is not based on the health of the tree but rather its location causing an impediment to future stadium upgrades.</i>
Issue 9 Given there is contamination at the site the tree removal will place the contractors undertaking the tree removal at risk.
<i>Response 9</i> <i>The application has been assessed as complying with CI 14.6.1 P1 for excavation of potentially contaminated land which seeks to minimise risk associated with the excavation of potentially contaminated land.</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 have no interests to declare in this matter.

ATTACHMENTS:

1. DA0517 2024 2 Invermay Road Invermay Planning Scheme Assessment [11.1.1 - 36 pages]
2. D A 0517-2024 - 2 Invermay Road Invermay - Tas Water SPAN [11.1.2 - 4 pages]
3. D A 0517-2024 - 2 Invermay Road Invermay - Tasmanian Heritage Council - Advice of No Interest [11.1.3 - 1 page]
4. D A 0517.2024 - Application Documents - Part 1 [11.1.4 - 117 pages]
5. D A 0517.2024 - Application Documents - Part 2 [11.1.5 - 153 pages]
6. D A 0517.2024 - Application Documents - Part 3 [11.1.6 - 317 pages]
7. D A 0517.2024 - Application Documents - Part 4 [11.1.7 - 50 pages]
8. D A 0517.2024 - Application Documents - Part 5 [11.1.8 - 179 pages]
9. D A 0517.2024 - Application Documents - Part 6 [11.1.9 - 83 pages]
10. D A 0517.2024 - Application Documents - Part 7 [11.1.10 - 64 pages]

11.2. DA0057/2025 - 74 Talbot Road South Launceston - Residential - Construction of an Additional Dwelling with Access Over Sandhill Lane

FILE NO: DA0057/2025

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

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:	Design Intent Architecture + Management
Property:	74 Talbot Road, South Launceston
Zoning:	General Residential
Receipt Date:	11/02/2025
Validity Date:	14/02/2025
Further Information Request:	17/02/2025
Further Information Received:	25/02/2025
Deemed Approval:	17/04/2025
Representations:	10

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

DA0442/2024 - Residential - Construction of an additional dwelling - Withdrawn

STANDARDS REQUIRING PLANNING DISCRETION:

8.4.2 Setbacks and building envelope for all dwellings - P3
8.4.6 Privacy for all dwellings – P1 & P2
C2.5.1 Car parking numbers - P1.2
C2.6.1 Construction of parking areas - P1
C2.6.2 Design and layout of parking areas - P1

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 DA0057/2025 - Residential - Construction of an additional dwelling with access over Sandhill Lane, at 74 Talbot Road, subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- b) Location Plan, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- c) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- d) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- e) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- f) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- g) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- h) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- i) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- j) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- k) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- l) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- m) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025;
- n) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025; and
- o) Cover Page, prepared by Design Intent Architecture + Management Pty Ltd, Project No. 230018, Drawing No. A000, Revision DA_03, dated 25/02/2025.

2. CONSTRUCTION MANAGEMENT PLAN - SANDHILL LANE

Prior to the issuing of a building permit, a Construction Management Plan (CMP) must be lodged with Council and to the satisfaction of the Senior Leader City Development. The plan must detail:

- a. the nature, dates and duration of the occupation and/or works within Sandhill Lane;
- b. the contractors name and registration number;
- c. the traffic management works to provide for the continued safe use of the Sandhill Lane by pedestrians and vehicles;
- d. any temporary works required to maintain the serviceability Sandhill Lane;
- e. the type of vehicles accessing Sandhill Lane; and
- f. Measures to avoid damage to Sandhill Lane, and in the event of any damage, any remediation program.

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 2025/00147-LCC dated 03/03/2025 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. DRIVEWAY AND PARKING AREA CONSTRUCTION – 74 TALBOT ROAD

Before the use commences, areas set aside for parking vehicles on CT43852/11 as shown on the endorsed plans must:

- a) Be properly constructed to such levels that they can be used in accordance with the plans;
- b) Be surfaced with an impervious all weather seal;
- c) Be adequately drained to prevent stormwater being discharged to neighbouring property;
- d) Be line-marked or otherwise delineated to indicate each car space and access lanes.

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

7. DAMAGE TO COUNCIL INFRASTRUCTURE

The developer is liable for all costs associated with the repair of damage to Council infrastructure resulting from non-compliance with the conditions of the Planning Permit and any by-law or legislation relevant to the development activity on the site. Damage may also include the undertaking of unauthorised works to 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 - TALBOT ROAD

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

The explicit permission of Executive Leader Community Assets and Design is required prior to undertaking works where the works:

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

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

9. FACILITIES AND HIGHWAYS BY-LAW – TALBOT ROAD

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. 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.

11. 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.

12. 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*.

13. STORMWATER CONNECTIONS

All stormwater generated by the use must connect into the combined drainage system and avoid dispersing into Sandhill Lane.

14. SITE LANDSCAPING PLAN

Prior to the commencement of works, a landscape plan must be submitted for approval by Senior Leader City Development. The plan must be drawn to scale and must include the following details:

- a. Major site features such as building footprints, topography, contours existing vegetation and street boundaries;
- b. Existing and proposed garden areas and plantings (including a schedule of all proposed trees, shrubs and groundcover including common name, botanical name and like size at maturity);
- c. Any stabilisation works required as a result of tree or vegetation removal; and
- d. All proposed garden beds, fences, retaining walls, lawn, hard surfaces and pathways;
- e. Suitable irrigation or a fixed sprinkler system for the watering of all lawns and landscaped areas; and
- f. Type of plantings between the subject site and northern adjoining property, located in front of the deck. These plantings must be able to grow to at least 4.0m in height.

Once approved the plan will be endorsed and will form part of the permit. The landscaping must be:

- i. Installed in accordance with the endorsed plan; and
- ii. Completed within 3 months of the use commencing.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0057/2025. 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.

REPORT:

1. THE PROPOSAL

The application proposes a three storey, four-bedroom dwelling on the property. This will result in a multiple dwelling development on the site, with two dwellings at a density of one dwelling per 470.5sqm. The lower storey requires cut and fill, whilst the top two floors will sit on-top of the lower floor and against the fall of the land to the rear of the cut. The lower floor includes a new driveway into a double garage, entry way, laundry, and internal stairs.

There will also be a paved area that leads to external stairs along the northern side boundary, as well as a visitor car space. The second storey includes a deck facing Sandhill Lane, as well as a deck and paved area to the rear of the dwelling. Internally there is a kitchen, butlers pantry, living room, dining room, sitting room, office, and internal stairs. The top floor contains four bedrooms, and a bathroom.

Approximately 3.33m of cut is required to accommodate the lower garage level, and some earthwork retention will be necessary along the northern side boundary. A large tree will also be removed to accommodate the development.

The dwelling will have a maximum height of 9.41m when facing Sandhill Lane, and 6.64m when facing Talbot Road. It will be setback 2.05m from Sandhill Lane and 44.2m from Talbot Road, 3.0m from the northern side boundary, and 1.85m from the southern side boundary.

A new vehicular access onto Sandhill Lane is proposed.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



74 Talbot Road, South Launceston (not to scale)

The site is located at 74 Talbot Road, South Launceston. The property contains an existing two-bedroom dwelling with single garage facing Talbot Road over a 941sqm site. Vehicular access exists via Talbot Road, noting however that the site also has legal access to Sandhill Lane. The site has some vegetation, and slopes downwards from Talbot Road towards Sandhill Lane at a gradient of approximately 7%. It is currently connected to all reticulated services. Surrounding properties are a mix of residential in both the General Residential and Low Density residential zones.

Sandhill Lane

The rear section of the site fronts Sandhill Lane, a 4.7m - 6.0m wide road that is user maintained. It connects into Effingham Street, a Council maintained Road to the west. Importantly, the laneway is not considered to be a road by definition of the scheme.

Council obtained legal advice regarding its status, which provided the opinion that the Laneway is not a road, but an unconveyed portion of land in the estate of a deceased person. This is an important distinction to make, noting that along with the subject site, a further 26 properties have legal access across Sandhill Lane via a right of way.

This clarity was necessary, as it would ensure that the applicant's obligations under section 52 of LUPAA are met (which require notification of persons with access over Sandhill Lane), as well as Council's obligations to notify said owners.

Accordingly, the land of Sandhill Lane forms part of the application, but as it does not have any title documents, is not considered part of the site, which is defined under the scheme as a lot or lots on which a use or development is located or proposed to be located.

3. PLANNING SCHEME REQUIREMENTS

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

4. REFERRALS

REFERRAL	COMMENTS
INTERNAL	
Community Assets and Design	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 2025/00147-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 RECEIVED

Pursuant to section 57 of the *Land Use Planning and Approvals Act 1993*, the application was advertised for a 14 day period from 1 March 2025 to 18 March 2025. Ten (10) representations were received. The issues raised are summarised in the following table. All representations received for this application were confidentially circulated to Councillors.

<p>Issue 1</p> <p>Sandhill Lane - There is major concern that construction vehicles will leave Sandhill Lane in a state of disrepair; If Sandhill Lane is damaged during construction, who will pay for the damages?· Sandhill Lane is narrow, and no evident upkeep. Additional traffic will lead to further deterioration. Is Council able to assume responsibility of the Lane?· Turning around in Sandhill Lane is not possible. The road is not constructed for an intensification of use</p>
<p>Response 1</p> <p><i>Importantly, 74 Talbot Road has existing rights to access their property via vehicle or foot, via Sandhill Lane. The proposed development does not introduce a new access right, but is utilising the right of way. Sandhill Lane is not a Council maintained road, and it cannot be considered as one for the purposes of this assessment. Sandhill Lane is a user maintained road, meaning that it is up to the users of the road to maintain it. A condition has been recommended for a construction management plan to be provided to ensure vehicular access is managed appropriately during the construction phase.</i></p> <p><i>There is sufficient room for vehicles to turn around, noting that the scheme provides dimensions for turning areas, which includes the subject site and Sandhill Lane. If the road is required to be upgraded, the users of the road will need to ensure this can occur. The subject site currently has legal access along Sandhill Lane, and could utilise this access now, without any development occurring, if they so wished.</i></p>

Issue 2 Building bulk · The building is outside of the prescribed envelope; · The building is too high and will have a negative visual impact; · The building does not fit into the existing character or streetscape, and impacts on the amenity of the area; · There are no similar buildings within the area; · It will be visually dominating from neighbouring properties and the laneway; · The setback to Sandhill lane is not consistent with surrounding properties · Adjoining properties will be impacted by the visual bulk of the building; · There is no precedent for such a tall building
<i>Response</i> <i>Whilst the building is outside of the building envelope, it is considered its bulk is acceptable. Streetscape character is not a planning consideration, nor is considering surrounding development bulk and size.</i>
Issue 3 Privacy · The deck and windows of the building will directly look into other properties
<i>Response</i> <i>The only privacy concerns that can be considered are those to adjoining properties, and in this case Sandhill Lane, where it was considered acceptable.</i>
Issue 4 No fencing is proposed.
<i>Response</i> <i>This is correct.</i>
Issue 5 There is no pedestrian access.
<i>Response</i> <i>Pedestrian access is via talbot Road or Sandhill Lane.</i>
Issue 6 The proposal will overshadow neighbouring properties.
<i>Response</i> <i>An assessment on overshadowing has occurred, and it is considered that any overshadowing will not be unreasonable.</i>
Issue 7 The car parking space in front of the garage does not seem like a workable solution, and will not be able to exit the site in a forward motion. Further, there is no legal way to turn around in Sandhill Lane, unless crossing the boundary of a neighbours lot.
<i>Response</i> <i>All vehicles will be able to enter and exit Sandhill Lane in a forward direction. There is suitable area for vehicles using the site to turn around.</i>
Issue 8 How will the site connect into reticulated services?
<i>Response</i> <i>The site is within a combined area, meaning TasWater look after and maintain services. They have not objected to the proposal. Detail design of how those connections will look will occur at a later stage.</i>

Issue 9 There are no bin or mail services in Sandhill Lane.
<i>Response</i> <i>There is no provision within the Planning Scheme that deals with these services. Notwithstanding, such services will be available from Effingham Street.</i>
Issue 10 Who manages stormwater within the right of way of Sandhill Lane?
<i>Response</i> <i>TasWater.</i>
Issue 11 The application includes the removal of a significant tree which holds important habitat for fauna.
<i>Response</i> <i>There are no scenic or biodiversity protections for the tree under the scheme. The tree could be removed at any time without planning approval.</i>
Issue 12 Council have changed the zoning within Sandhill Lane which has allowed development to occur.
<i>Response</i> <i>Correct. As part of the transition to the statewide planning scheme in 2022, Council investigated several areas within Launceston to understand their current zoning, and if it would be better suited to another. In this case, several properties along Sandhill Lane were rezoned to General Residential.</i>
Issue 13 The development will set a new precedent in developing lots backing onto Sandhill Lane.
<i>Response</i> <i>Any application lodged in the future will need to comply with the scheme in force at the time of lodgement.</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 have no interests to declare in this matter.

ATTACHMENTS:

1. DA0057 2025 74 Talbot Road South Launceston Planning Scheme Assessment [11.2.1 - 16 pages]
2. DA0057-2025 - 74 Talbot Road South Launceston - Plans to be Endorsed [11.2.2 - 24 pages]
3. DA0517-2024 - 74 Talbot Road South Launceston - Tas Water SPAN [11.2.3 - 4 pages]

11.3. DA0023/2025 - 101 Elphin Road, Newstead - General Retail and Hire and Residential - Construction of Alterations and Additions to the Existing Local Shop and Dwelling

FILE NO: DA0023/2025

AUTHOR: Catherine Mainsbridge (Senior Town Planner Development)

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:	Coactive Building Design
Property:	101 Elphin Road, Newstead
Zoning:	Local Business
Receipt Date:	28/01/2025
Validity Date:	29/01/2025
Further Information Request:	30/01/2025
Further Information Received:	10/02/2025
Deemed Approval:	8/05/2025
Representations:	6

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

D389/95 - Develop & Use Extensions to an Existing Shop (Local Shop)

STANDARDS REQUIRING PLANNING DISCRETION:

Clause 14.4.2 Setbacks
Clause C2.5.1 Car Parking Numbers

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 DA0023/2025 General Retail and Hire and Residential - Construction of alterations and additions to the existing local shop and dwelling at 101 Elphin Road, Newstead subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a. Site Plan, Prepared by coactive building design, Project No: 23002, Drawing No. Ap01, Rev 3, Scale: 1:200 @ A2, Date 09.02.25. AMENDED PLANS REQUIRED.
- b. Floor Plans, Prepared by coactive building design, Project No: 23002, Drawing No. Ap02, Rev 3, Scale: 1:100 @ A2, Date 09.02.25. AMENDED PLANS REQUIRED.
- c. Elevations, Prepared by coactive building design, Project No: 23003, Drawing No. Ap03, Rev 3, Scale: 1:100 @ A2, Date 09.02.25. AMENDED PLANS REQUIRED.
- d. Location Plan & Parking Review, Prepared by coactive building design, Project No: 23004, Drawing No. Ap04, Rev 3, Scale: 1:1000 @ A2, Date 09.02.25. AMENDED PLANS REQUIRED.
- e. Existing Floor Plans, Prepared by coactive building design, Project No: 23002, Drawing No. Ap05, Rev 3, Scale: 1:100 @ A2, Date 09.02.25. AMENDED PLANS REQUIRED.

2. AMENDED PLANS REQUIRED

Prior to the commencement of any work and use, 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. The driveway width to be increased to 4.5m.

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. PLANT AND EQUIPMENT

All plant and equipment must be installed in a location, with any necessary provisions to minimise noise emission affecting occupiers of other premises.

4. LEGAL TITLE

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

5. HOURS OF CONSTRUCTION

- a) Unless otherwise approved in writing by the Senior Leader 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. SIGNAGE CONTENT (STATIC)

Content of the sign may be updated or changed without separate approval of Council, subject to:

- a. The structure, location and size of the signage not changing.
- b. The content of the signage relating to the site.
- c. Compliance with the requirements of the planning scheme.

7. NO SIGN ILLUMINATION

The signs must not be floodlit or otherwise internally illuminated.

8. SIGN MAINTENANCE (STATIC)

The signs must be constructed and maintained in good condition to the satisfaction of the Council.

9. DAMAGE TO COUNCIL INFRASTRUCTURE

The developer is liable for all costs associated with the repair of damage to Council infrastructure resulting from non-compliance with the conditions of the Planning Permit and any by-law or legislation relevant to the development activity on the site. Damage may also include the undertaking of unauthorised works to 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.

10. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

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

The explicit permission of Executive Leader, Community Assets and Design is required prior to undertaking works where the works:

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

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

11. VEHICULAR CROSSINGS (& ASSOCIATED FOOTPATH WORKS)

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

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

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

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

12. 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.

13. EXTERIOR AND SECURITY LIGHTING

Exterior lighting and security lighting is to comply with the Australian Standard AS4282 'Control of the obtrusive effects of outdoor lighting' or any subsequent versions.

14. 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.

15. WASTE MATERIALS

All waste materials generated by the activity are to be disposed of at an approved waste disposal facility or reclaimed/recycled if possible.

16. 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 DA0023/2025. 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. Food Businesses

All food businesses must be registered with council in accordance with the Food Act 2003 prior to commencing. Food premises fit out must comply with the National Construction Code TAS Part I4 or any subsequent versions of this document.

REPORT:

1. THE PROPOSAL

The application seeks an extension to the local shop and residence above. Currently the floor area of the shop is 161m² which includes a 'back of house' area of approximately 51.7m². The upper level residence has three bedrooms, a kitchen/dining area, lounge, bathroom and laundry. Four car spaces exist at the rear, two spaces for the residential use within a garage and two open spaces for staff.

An L-shaped extension is proposed at ground level and consists of an area of 3.83m wide x 13.55m along the northern side and a 2.55m deep x 18.495m long along the western street frontage. The extension results in the total floor area being 250m² and the sub use altering from a local shop to a shop. A local shop is limited to the floor area of 200m².

The upper level extends the building to the side of the existing building but does not extend the floor towards the street frontage. The accommodation is only increased by an ensuite and walk in robe to serve an existing bedroom and a family area off the kitchen/dining room. The number of bedrooms remains at three.

Cladding of the addition will be textured and painted cement sheet.

The proposed extension reduces the width of the drive to 4m wide.

The application includes two wall signs and a building fascia sign.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



101 Elphin Road, Newstead (not to scale)

The property is located east of the central city, midway along the length of Elphin Road between City Park and Newstead Shopping Centre. The building, which contains a retail premises at street level and a single dwelling above, is located to the front of the site with a garage and green space at the rear.

Development and use in the area is principally residential. Other uses along this section of Elphin Road include Scotch Oakburn College Junior School and Launceston Preparatory School with a number of properties utilised as medical rooms.

The site has a slight fall from the street but is relatively level at the rear.

3. PLANNING SCHEME REQUIREMENTS

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

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	The application was not referred to TasWater.
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 12 February 2025 to 27 February 2025. Six (6) representations were received. The issues raised are summarised in the following table. All representations received for this application were confidentially circulated to Councillors.

<p>Issue 1</p> <p>The property is located in a busy narrow section of Elphin Road and the vehicles of additional customers will be unsafe and effect traffic flow.</p>
<p><i>Response 1</i></p> <p><i>The application has been considered by Council's Infrastructure Development Team who have considered the parking along Elphin Road. Elphin Road is an arterial road within the transport network and carries approximately 13,500 vehicles per day, of which 5 percent are classified as heavy vehicles. Kerbside parking is permitted along the majority of Elphin Road in the vicinity of the site and there are a number of existing commercial and educational uses which utilise this parking. While there may be a higher turnover of the kerbside parking due to increased patronage and expansion of the building, this will represent a small proportion of the total traffic movements where vehicles are entering and exiting the lanes of traffic.</i></p>

Issue 2 What are the parking requirements?
<i>Response 2</i> <i>A parking assessment is provided within the report. The application seeks a variation of 3 car spaces which is a relatively insignificant change to the existing situation. Four (4) spaces are provided at the rear, two for the residence and two for staff.</i>
Issue 3 If the shop alters to a small supermarket, given there are two supermarkets within a 1km radius with extended hours, there should be no need for a third with extended hours.
<i>Response 3</i> <i>The planning scheme does not regulate the number of businesses of any type in an area. The use is to operate from 7am until 7pm Monday to Saturday and 8am to 6pm Sunday which are within the range allowed by the acceptable solutions.</i>
Issue 4 Concerned of the lack of information available. The cards say 'all plans and documents can be inspected at our Customer Service Centre' but nothing was available more than at home online. What is the intended range of goods to be sold, hours of operation, number of staff, will it alter to a bar with poker machines?
<i>Response 4</i> <i>Members of the public are offered to call and speak to officers about an application which will allow the provision of answers to such questions. The planner only received a call from one of the representors. The business is to continue to serve the local community as a convenience shop and to offer an improved range of grocery items, in principle to be a small supermarket. It is intended to meet the requirements as a community level IGA. The use is to operate from 7am until 7pm Monday to Saturday and 6pm Sunday with generally 2 staff at any one time. There will be no poker machines or bar facilities.</i>
Issue 5 In addition, the proponent hasn't offered any community engagement to explain the intentions for the site. If the use was known there may not be as much concern.
<i>Response 5</i> <i>The application has been advertised in accordance with the Act.</i>
Issue 6 The church next door has been converted into a real estate office (possibly without approval) and is likely to increase traffic in the area.
<i>Response 6</i> <i>The church next door was subject to an application which included an assessment of parking.</i>
Issue 7 What is the intended use? The floor area is increasing by 55% which suggests more customers and traffic.
<i>Response 7</i> <i>The use of General Retail and Hire has a No Permit Required Use in the Local Business Zone. The application has been lodged for the development of extensions to the existing shop and dwelling. The ground floor will continue to be used as a convenience shop. As the floor area is to increase from 161m² to 250m² it does although alter the sub-use from a Local Shop to a Shop as the floor area of a local shop is limited to</i>

200m². Both uses are still within the greater use class of General Retail and Hire and have the same parking requirements. Parking requirements are assessed in the report.

Issue 8

The property lies in the General residential zone and the decision will be Discretionary. It has ran as a local shop for a number of years.

Response 8

The site is zoned Local Business. The application is Discretionary as it seeks a variation to the front setback and a variation to the parking requirements. The use as a shop/take away is not changing.

Issue 9

The additional floor area will bring more customers where the only parking is on-road. The two spaces out the front have restricted parking times. The additional spaces will lead to more cars parking in front of houses, where a number of residents already have issues getting out of their driveways especially given the 60km speed limit.

Response 9

The additional floor area is likely to attract more customers. The intent of the owner is to provide a greater range of convenience goods so that local residents can access without having to drive. Council's Infrastructure Development Team note that kerbside parking is available for use by the public and having high utilisation of the spaces is desirable. Vehicles are required to be parked in accordance with the road rules and any posted parking control devices (such as painted bays and 'no parking' or 'no stopping' restrictions.) Matters relating to speed limits and existing parking controls are beyond the scope of this application.

Issue 10

The plans are vague and indicate the upper level of the dwelling will extend forward. If this is so it will impact on the amenity/overshadowing of the dwelling at 103 Elphin Road. There is also no mention of an extension of the parapet wall, the proposed cladding of cement sheet is not appropriate for fireproofing.

Response 10

The upper storey dwelling is only being extended at the northern side of the building not to the front. The lower floor will be infilled to out to the existing awning and extend the walls slightly above. The proposal should have a minimal impact upon 103 Elphin Road. The elevation contains the front door and a bay window which are positioned below, and setback from, its own upper level verandah. Boundary construction will be determined to meet the requirements of the Building Act 2016.

Issue 11

The stark, brutal anachronistic and unsympathetic appearance of the extension will further intrude into the attractive circa 1900's streetscape in this part of Elphin Road.

Response 11

The building extension is made in the style of the existing building.

Issue 12

The shop is defined as a 'local' shop but we feel is the extension will go beyond that definition.

Response 12

The extension does increase to the floor area to 250m² which is greater the sub use class definition of 'local shop' and is therefore a 'shop'. There are otherwise no planning differences between the two.

Issue 13 Residents will lose amenity from increased patronage, air pollution, safety, noise, smells and litter.
<i>Response 13</i> <i>While the floor area of the property is to be increased to allow a greater range of grocery lines there should not be any significant change to the operation of the use, the amenity of the area nor the level of emissions. Council is not aware of complaints from the existing use.</i>
Issue 14 The use does not include what goods are to be hired at the enlarged shop. Does it mean the ugly gas cylinders that are always present outside the shop or some other items.
<i>Response 14</i> <i>The current use is continuing. A shop is included in the overall use class of General retail and hire - a no permit required use in the Local Business Zone.</i>
Issue 15 Legal representation to one of the representors states that the reason extensions were not undertaken 30 years ago was not because there were too many restrictions on the permit, as had been indicated recently to neighbours.' Therefore, it is requested that many of the 31 restrictions placed on the development in 1996 by the Resource Management and Planning Tribunal be applied to the development. Copy attached. This includes a setback of the extension from the southern side boundary to protect the amenity of 103 Elphin Road.
<i>Response 15</i> <i>The application is assessed against the current planning scheme with appropriate conditions to be imposed if a permit issues.</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 have no interests to declare in this matter.

ATTACHMENTS:

1. DA0023 2025 101 Elphin Road Newstead Planning Scheme Assessment [**11.3.1** - 13 pages]
2. D A 0023-2025 - 101 Elphin Road Newstead - Plans to be Endorsed [**11.3.2** - 5 pages]

12. ANNOUNCEMENTS BY THE MAYOR

12.1. Mayor's Announcements

FILE NO: SF2375

Saturday 29 March 2025

- Attended Hawthorn v GWS President's Function and AFL game, UTAS Stadium, Inveresk

Sunday 30 March 2025

- Attended Dementia Walking Day, Seaport Bridge, Launceston

Wednesday 2 April 2025

- Attended the Local Government Association Tasmania General meeting, Crown Plaza Hobart

Thursday 3 April 2025

- Attended the Local Government Association Mayors and Deputy Mayors workshop, Crown Plaza Hobart

Friday 4 April 2025

- Attended *Gutenberg, the Musical*, The Italian Club, Prospect

Saturday 5 April 2025

- Officiated at Relay for Life, St Leonards Athletic Centre, St Leonards
- Attended *The Curious incident of the Dog in the Night-Time* by Launceston Players, Earl Art Centre, Launceston

Sunday 6 April 2025

- Officiated at MS Plus Walk Run + Roll, Inveresk
- Attended Tasmanian Open and Inclusive Golf Championship Presentation Ceremony, Launceston Golf Club, Kings Meadows

Wednesday 9 April 2025

- Participated in Industry Mentor Session (The Smith Family), Youngtown Primary School, Youngtown

Thursday 10 April 2025

- Attended a TasTAFE networking event, Alida Restaurant, 1 Bridge Road, Launceston

Friday 11 April 2025

- Attended Trevallyn Bowls Award Dinner, Trevallyn Bowls and Community Club, Trevallyn
-

13. 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).

14. QUESTIONS BY COUNCILLORS

14.1. Councillors' Questions on Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 30

(A councillor, at least seven days before an ordinary Council Meeting or a Council Committee Meeting, may give written notice to the Chief Executive Officer of a question in respect of which the councillor seeks an answer at that Meeting. An answer to a Question on Notice will be provided in writing).

14.1.1. Councillors' Questions on Notice - Councillor D C Gibson - Budget Amendment for Albert Hall Redevelopment - 27 March 2025

FILE NO: SF2375

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 27 March 2025 by Councillor D C Gibson, has been answered by the Senior Leader Finance.

Questions:

1. In the Open portion of the now approved Minutes from the previous Council Meeting it reports that "Council considered and approved the allocation of additional funding to the Albert Hall redevelopment and authorised the CEO to release to the public, where appropriate, the cost and scope of works for the project". A question from a resident - will that be formally transacted through a budget amendment process what will be considered in Open Council?

Response:

A budget amendment transaction representing the additional funds approved by Council in closed council Agenda Item 24.2 at the Council Meeting on 6th March 2025 has been included in agenda item 20.1 2024/2025 Budget - Budget Amendments.

ATTACHMENTS:

Nil

**14.1.2. Councillors' Questions on Notice - Councillor A G Harris - Bike Centre
Opening and Bookings - 27 March 2025**

FILE NO: SF2375

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question/questions, submitted to Council on 27 March 2025 by Councillor A G Harris, has been answered by the Executive Leader Connections and Liveability.

Questions:

1. When will the bike centre be open and when can people book?

Response:

The Road Safety Centre will open Monday 14 April 2025, and is available for bookings from that date.

ATTACHMENTS:

Nil

14.1.3. Councillors' Questions on Notice - Councillor D C Gibson - Budget for Attending the Australian Local Government Association (ALGA) Conference - 27 March 2025

FILE NO: SF2375

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 27 March 2025 by Councillor D C Gibson, has been answered by the Executive Leader Delivery and Performance.

Questions:

1. Regarding the Budget for the ALGA conference, I note it says the costs can be accommodated within existing travel and conference budget so, not the Council's professional learning budget? We were going to start reporting on professional learning and I think that there is no greater professional learning than attending an ALGA conference?

Response:

There is a specific budget line for Councillor training and development, which includes travel and other associated costs. Analysis is undertaken to ensure travel and training requests by Councillors can be fit within existing budgets, and if not this is noted in the relevant report to Council.

Council's proposed budget for 2025/2026 includes a \$30,000 budget for training and associated travel costs. This is an uplift from the 2024/2025 budget of \$10,000 to ensure that Councillors are given opportunity to build on their professional skills to best carry out their role.

ATTACHMENTS:

Nil

14.2. Councillors' Questions Without Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 29

(Questions Without Notice, and any answers to those questions, are not required to be recorded in the Minutes of the Meeting).

15. NOTICES OF MOTION

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

No Notices of Motion have been identified as part of this Agenda

16. COMMITTEE REPORTS

16.1. Transport Committee Meeting - 10 February 2025

FILE NO: SF7429

AUTHOR: Cathy Williams (Roads and Traffic Officer)

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

DECISION STATEMENT:

To receive a report from the Transport Committee.

RECOMMENDATION:

That Council:

1. receives the report from the Transport Committee Meeting held on Monday, 10 February 2025.

REPORT:

The Transport Committee, at its meeting held on 10 February 2025 discussed:

- An approach for a draft Speed Management Strategy;
- An update on the Park and Ride Project;
- An update on the Safety Improvements project for Lilydale / Golconda Roads; and
- Improvements that could make Launceston a bike friendly city.

The minutes of the meeting are included as attachment 1.

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 Corporate Strategic Plan 2014 - 2024

Strategic Priority 1: We connect with our community and our region through meaningful engagement, cooperation and representation.

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

Focus Areas:

1. To develop and consistently utilise contemporary and effective community engagement processes.

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. Transport Committee - Council Minutes - 10 February 2025 [**16.1.1** - 9 pages]

16.2. Homelessness Advisory Committee Meeting - 18 February 2025

FILE NO: SF7447

AUTHOR: Wytarna McDonald (Inclusion Officer)

APPROVER: Leanne Purchase (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To receive a report from the Homelessness Advisory Committee Meeting held on 18 February 2025.

RECOMMENDATION:

That Council:

1. receives the report from the Homelessness Advisory Committee Meeting held on 18 February 2025.
-

REPORT:

The Homelessness Advisory Committee (HAC) met on 18 February 2025 and the following items were discussed:

- Committee member reports and updates on current issues and capacity of facilities.
- Project Zero – Homelessness project from Brisbane.
- Affordable Housing motion – 2024 follow up.
- Current trespass order information.
- Completed actions from previous meetings.
- Community Christmas lunch working group for 2025.

The minutes of this meeting are included as attachment 1.

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 Corporate Strategic Plan 2014 - 2024

Strategic Priority 1: We connect with our community and our region through meaningful engagement, cooperation and representation.

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

Focus Areas:

1. To develop and consistently utilise contemporary and effective community engagement processes.

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

1. To provide for the health, safety and welfare of the community.
2. To fairly and equitably discharge our statutory and governance obligations.

Strategic Priority 5: We serve and care for our community by providing equitable and efficient services that reflects needs and expectations of our community.

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

Focus Areas:

1. To plan for and provide services and facilities that recognises the changing demographics and needs of our community.
2. To define and communicate our role in promoting social inclusion and equity.
3. To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.
4. To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.
5. To promote and support active and healthy lifestyles of our community.

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. HAC meeting minutes 18.02.2025 [16.2.1 - 6 pages]

17. CONNECTIONS AND LIVEABILITY

17.1. Quarterly Report - Connections and Liveability

FILE NO: SF7708

AUTHOR: Connections and Liveability Senior Leaders

APPROVER: Leanne Purchase (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To receive a report about activities of the Connections and Liveability Team between 1 January and 31 March 2025.

RECOMMENDATION:

That Council:

1. receives the Connections and Liveability Team Quarterly Report for the period 1 January to 31 March 2025.
-

REPORT:

UPDATE FROM ACTING EXECUTIVE LEADER

This is the first report to Council on the activities of the recently formed Connections and Liveability Network.

It was an honour to attend an official dinner with City of Launceston representatives and members of the delegation from Ikeda, hosted at the Queen Victoria Art Gallery on 11 February 2025. I was also grateful to visit the Starting Point Neighbourhood House and Mens' and Community Shed in Ravenswood and see first-hand how these facilities are valued by members of our community.

A highlight for this quarter was the delivery of the ABCDE Learning Site Social Impact Report and the Launch of Launnie Connecting Community, which was very well received at a function on 19 February 2025, hosted by our Community Connector in Town Hall and is discussed elsewhere in this report and agenda.

On 18 March 2025, Council's Executive Support Officer and I attended a Tasmanian Hospitality Association Women in Leadership event at St. Luke's Health. The event was very well attended and was hosted by Sarah Courtney, with Christine Finnegan, Chief Executive Officer of Tasmania JackJumpers as guest speaker.

While challenging to progress efficiently due to people movements within the team, the transfer of the NTCA Sports Complex to Council management is now well-resourced and Council Officers are preparing to engage with Councillors over those matters not contemplated in the Council decision made on 19 September 2024.

Councillors are asked to note that the draft Visitors Strategy, due to be completed by 30 April 2025, has been delayed and will be delivered by 30 June 2025. While the delay is not ideal, it does provide us with an opportunity for the draft strategy to be informed by relevant research that is being undertaken for Council by Myriad Research.

A fire in the Cataract Gorge Reserve on 7 March 2025 was a timely reminder of the importance of the Council's Bushfire Management Strategy, which is due to be reviewed this year. At the time of writing, Council Officers are working closely with contractors to understand the damage caused by the fire and fire-fighting operations so that work required to make the area safe can be undertaken.

COMMUNITY CONNECTIONS

Carr Villa Memorial Park

During the last quarter, the Carr Villa team conducted 47 burial services, 85 cremations, and placed over 63 sets of ashes. The Client Services Team assisted more than 75 families, facilitating the purchase of 79 ash placement locations and 14 pre-purchased Rights of Burial, while also coordinating over 120 memorial bronze plaques. Throughout the quarter, nearly 25,000 visitors attended the site, with daylight savings hours proving especially popular.

Strong progress is being made on the remaining Year One action items of the Cemetery Management Plan, reflecting our commitment to the plan's objectives and the community we serve.

A key milestone in this quarter was the development of the draft Carr Villa Memorial Park Master Plan. In March 2025, the Council received the draft plan and endorsed a four-week community consultation period, which is now underway and will conclude on Monday, 28 April 2025. Following this, a summary of community feedback, along with any proposed revisions, will be presented to the Council for consideration.

Marketing efforts have also been strengthened with the launch of a dedicated social media presence for Carr Villa Memorial Park. This, along with a refreshed webpage, provides a focused platform to showcase our services, keep the community informed about site operations, and educate visitors on a range of deathcare options.

Operationally, our team has installed new lawns in the Lawn Plaque and Limited Monumental Cemetery areas to support the expansion of burial grounds. Additionally, in support of the disability sector, we provided two volunteers with work experience in the horticulture industry. Their assistance has been invaluable in the annual deadheading of over 5,000 standard roses across the site.

Launceston Leisure & Aquatic Centre (LAC)

Learn to Swim

Over the December/January period the swim school is closed and does not offer the standard learn to swim program. We ran a 5-day intensive holiday program during January which offered a condensed learn to swim program to 83 students. Learn to swim returned in mid-February and continues to be popular with roughly 2,000 students currently

enrolled. Learn to Swim continues to face challenges in recruiting instructors which is impacting the number of classes available.

LAFit

LAFit memberships have remained steady with 1,385 active members. This quarter has seen the gym welcome 195 new members with another 96 renewing memberships. We have welcomed 2 more group fitness instructors, which is allowing us to continue to make improvements to our group fitness timetable. The LAFit cycle studio has upgraded with new Bodybike “phantom” bikes being installed. These are the first of their kind in Australia and have been well received by members.

Aquatic Memberships

Aquatic memberships have remained steady, increasing to roughly 1,460 current members. There have been 169 first time signups this quarter and 101 memberships renewed.

Lilydale Pool

The Lilydale Pool offered a Learn to Swim holiday program for the first time this year and was made available to the Education Department to run their school program for Lilydale. Lilydale Pool closed for the season on Sunday 30 March 2025.

STAKEHOLDER EXPERIENCE

Communications

The Communications team has made significant progress this quarter to advance the City of Launceston’s visibility, engagement, and internal brand alignment. The team's efforts have focused on delivering strategic internal initiatives, amplifying key Council projects through media and social channels, and fostering community connection through targeted information campaigns.

Internal corporate brand strategy

The team successfully launched the organisation’s new internal corporate brand strategy: a comprehensive resource hub on the Council’s staff intranet. This hub provides employees with accessible templates, guidelines, and tools to ensure consistent application of the City of Launceston brand across all internal and external communications. Early feedback indicates improved employee confidence in adhering to brand standards, with ongoing monitoring planned to assess adoption rates in the next quarter.

Media engagement

During the reporting period, the team issued 24 media releases to keep the community informed about critical Council projects and services. Highlights include:

- **Lindsay / Tamar St Intersection Redevelopment:** Updates on progress and anticipated benefits for traffic flow and safety.
- **Alexandra Suspension Bridge Restoration:** Coverage of preservation efforts for this iconic structure, emphasising heritage and community pride.
- **Annual Hard Waste Collection Program:** Practical information to support resident participation and promote sustainability.

Digital and social media growth

The City of Launceston's digital presence continues to expand:

- **Facebook:** Our page is nearing 40,000 followers, with a strong 475% year-on-year increase in video views, reflecting high audience interest in having content - such as project updates and event highlights - delivered in more engaging formats.
- **LinkedIn:** Engagement is up 728% year-on-year, driven by posts showcasing Council initiatives, job opportunities, and professional milestones. These results support us in reaching key audiences.

Key campaign highlights

The Communications team led promotion for several high-profile Council initiatives, ensuring broad awareness and engagement:

- **Ikeda sister city delegation visit:** Coordinated messaging and visual assets to celebrate this cultural exchange, highlighting Launceston's sister city connections.
- **George St Dining Deck Trial:** Amplified the pilot project to encourage community feedback through Tomorrow Together and showcase innovative urban design.
- **Riverbend Park pump track opening:** Led a successful campaign, including social media teasers and a media event, to mark this new recreational asset's debut.
- **Draft Housing Plan endorsement:** Crafted clear, accessible communications to outline the plan's objectives and invite public input through Tomorrow Together, aligning with Council's housing strategy goals.

Customer Service

This quarter's results and insights highlight the increasing demand for the City of Launceston's services, and the critical role that the Customer Service team plays.

The team has experienced a notable increase in engagement across multiple communication channels.

- Phone calls answered: 12,038 (vs. 8,391 last year) – 43.5% increase
- Requests entered: 7,851 (vs. 7,018 last year) – 11.9% increase
- Reserved meter permits applied for: 83 (vs. 42 last year) – 97.6% increase
- Emails received: approximately 80-100 emails are received daily

Hard waste collection program

The 2025 recent hard waste collection program saw a significant increase in participation compared to last year. A total of 971 residents registered for the program this year, a 62% increase from 598 participants last year. Notably, approximately 300 residents registered within the final 48 hours before the program closed, demonstrating a last-minute surge in demand.

This late surge placed significant pressure on the team responsible for processing registrations, as they had to ensure all last-minute applications were finalised before the deadline set by contractors. The increase in workload required swift coordination to accommodate the demand, highlighting the importance of early registration awareness for future programs.

Parking Administration team

The Parking Administration team are managing a high volume of applications and parking-related requests.

6,273 parking infringements were issued, reflecting a continued focus on compliance and community awareness. Additionally, the team processed 584 applications to withdraw, maintaining a steady workflow while ensuring thorough review and fair outcomes.

Bookable – new online self-service booking system

In November 2024, Council launched Bookable, our new online self-service booking system. Since its launch, the platform has gained impressive traction with bookings made for Council halls and malls:

Total registrations: 244 users

Total bookings: 395

Road occupancy permits implementation

The Traffic Management team has recently introduced road occupancy permits. As a result, any temporary commercial activities or works requiring the use of a road, park or public reserve must first obtain approval through a formal application process before commencement. Since the permit was implemented, Council has issued 40 permits.

Works cannot commence until all the following have taken place:

- The application is submitted with all the required information and documents.
- The application is approved.
- Fees (if applicable) are paid when the invoice is issued.
- The Permit/Authorisation is issued.

Launceston Visitor Information Centre

The Launceston Visitor Information Centre (LVIC) has experienced a solid start to 2025 with strong visitation, a significant increase in retail sales and continued support for local tourism operators through bookings and information services.

Visitation

Visitor numbers for January to March 2025 reached 11,930; a 2% increase compared to the same period in 2024. Growth was consistent across all three months, indicating stable demand and continued appeal of Launceston as a visitor destination. The LVIC's physical presence and highly trained team continue to play a key role in supporting visitor decision making and extending length of stay.

Retail sales

Retail revenue from Tasmanian made products totalled \$19,504 in the first quarter of 2025, up from \$15,574 in the same period last year, an increase of 25%. This strong result reflects both growing visitor interest in locally made goods and the effectiveness of in-store displays, staff engagement and product selection. Retail continues to be a valuable contributor to the LVIC's sustainability and to the promotion of local makers.

Accommodation and tour bookings

Total bookings in January-March 2025 amounted to \$169,541 for local operators, generating \$31,050 in commission revenue for the LVIC. This represents a 10% decrease from the same period in 2024. The slight decline is attributed to accommodation being at or near capacity during major events such as Festivale and the Australian Rowing Championships, limiting availability for additional bookings. Additionally, tour booking capacity was impacted by the reduction in available wine tour operators from three in 2024 to just one in 2025. Wine tours have consistently been one of the most popular and frequently booked experiences through the LVIC, and this reduction in supply has significantly limited our ability to meet visitor demand in this space.

Despite some temporary constraints in operator availability January to March 2025 performance has been encouraging, particularly with increased visitor numbers and strong retail growth. These early results point to a positive outlook for 2025, with the LVIC well positioned to support Launceston's tourism industry through the remainder of the year.

LIVEABLE COMMUNITIES

Placemaking

Arts & Culture

Road Safety Centre Mural

The first quarter of 2025 saw the installation of a mural at the refurbished Road Safety Centre. The mural, installed by Tasmanian artist Mel McVee, provides vibrancy and contemporary representations of iconic Launceston buildings along the retaining wall at the site.

Music in the Park

The Music in the Park series at Launceston's iconic City Park was completed successfully with five bands performing over five Sundays in January and February. This year's event was attended by over 3,900 people, making this year's event another success.

Arts & Culture

The Seaport levee wall and Howick Street mural EOI's have been developed for installation in the second quarter of 2025. Planning is still underway for the street art festival, also to be delivered in the second quarter of 2025.

Arts & Culture grants program

Officers have been preparing the documentation for this approved arts and culture grants program which will be released for applications in the second quarter of 2025. The program is open to creatives and cultural practitioners at all stages of their career, working across a range of established and emerging art forms and disciplines, as well as eligible organisations and community groups wishing to explore a creative or cultural project of interest that demonstrates a connection to the Launceston local government area. A variety of creative and cultural projects are supported, including visual art, theatre, performance, writing, literature, music and events.

Activation

Banners

Banners continue to be rolled out across the city for events including Harmony Week and 10 Days on the Island. Additional banner infrastructure is now installed in Civic Square, the Brisbane St Mall and St John Street. We have a forward program of banner installations to promote upcoming events including ANZAC Day and International Pride Month.

Mobile Food Vendors

Since the Mobile Food Vendor Policy was passed in late 2024, nine mobile food vendor sites have been approved for operations.

Heritage

ANZAC Day

Heritage Officers have been arranging ANZAC Day having this year taken over the organising of the event that has traditionally been delivered elsewhere in Council. Council's Heritage Officers have been working closely with the Tasmanian RSL on preparations for the event including designing banners for the event, which is the first time Council has erected banners in acknowledgement of ANZAC Day.

Heritage review project

Heritage Officers have been progressing the Heritage Review Project, with completion of multiple precinct datasheets, the progression of our Significant Tree register, completion of a 'Precincts' information flyer and work towards an additional heritage insurance document for people who own heritage buildings. In addition, Officers have embarked on a Heritage Video Series, the first of which was in collaboration with Invermay Primary School.

Longford Academy

The Heritage Skills Grant was released in February. Council will be sponsoring two places at Longford Academy valued at \$1,500 each, utilising the Heritage Advisory budget. The grant will be open to local tradespeople living within the Launceston municipality, or whose place of business is within the Launceston municipality.

The grant will be for the Longford Academy Autumn Session (*Introduction to Practical Building Conservation*) as this is the most hands-on session, providing our local tradespeople with the best tools to support the ongoing conservation of our municipality's beloved heritage assets. Two people have been awarded the grants and will be announced at the April Heritage Advisory Committee meeting.

Community Development

Launnie Connecting Community

The community connector is on site on Mondays and Tuesdays at Waverley Primary School. A topic of discussion is the future use of Waverley Lake. The first Connection Time has occurred and the Waverley Wonders (a group of school children from Waverley Primary School) have completed their term 1 work related to the project, including film making with Action Crew and developing their own community projects.

Further, the ABCDE Learning Sites impact report was released and has laid the foundations for the Waverley Connecting Community learning site.

Multicultural community

The Team Leader attended the refugee and asylum settlement network meetings and network for harmony meetings. The refugee and asylum meetings are a symposium of people supporting refugees and asylum seekers in Tasmania, while the network for harmony meetings is a grouping of multicultural officers in Tasmania with a focus on culturally and linguistically diverse (CALD) communities.

Harmony Week events saw Welcome Cultural Services, Migrant Resource Centre (MRC) and World Street eats deliver Harmony Week 2025. It started with a workshop at the Library with MRC Youth and culminated in a public event at World Street Eats.

Unfortunately, the Community Development team was unsuccessful in securing the state government's Healthy Tasmania Healthy Focus grant.

Child and Youth Safe Organisations Framework (CYSOF)

A report was tabled to Council in March 2025 with an update on the progress on CYSOF. Council officers have met with LEAPY (Youth Council) from Laurel House on child safety information. Officers are also distributing posters on child safety to organisations and are supporting the *Tell Someone* campaign, including the provision of tear drop banners for AFL matches. Community Development officers and the Senior Leader Liveable Communities attended LGAT training on *identification and awareness of child abuse for council officers* and have further training scheduled in April-June 2025 to support their work in this area.

My Place My Future

Officers are in the final stages of preparing a grand deed for the Community Champions project awarded to City Mission and Council by the Tasmanian Community Fund. A steering committee for the project is currently being developed.

The Waverley Ravenswood action group led a community event at Waverley Lake in February to discuss community issues. Officers supported International Women's Day with Connected Women at QVMAG.

The Bus Stop working group met in March and the Digital Inclusion working group are seeking ways to connect end of life computer assets to community services for free.

Youth

Preparations for Riverbend Rock Challenge are well underway. The Northern Youth Coordinating Committee e-news has been reestablished and is circulated to the youth sector across the northern region.

The team facilitated the opening of the pump track which was a big success with many attending. Engagement for our youth strategy commenced at that event opening. The 2025–2028 engagement plan is currently in the data gathering phase with several engagement events planned.

Under the youth strategy for this quarter regular meetings with Working it Out's youth group are occurring. Officers are also meeting with Vinnie's group coordinator and NOSS around young people with disability.

Council is investing in the Tasmanian Youth Forum, working with YNOT, the peak youth body in Tasmania, to facilitate the 2025 Tasmanian Youth Forum in Riverside.

Homelessness

Community officers responded to 134 customer service requests regarding sleeping rough. One Homeless Advisory Committee meeting took place and recruitment is under way for new members to this committee. Trespass orders were served on a camp at City Park following multiple reports of escalating anti-social behaviour including violence and drug use.

A homelessness week steering committee has been meeting regularly across service providers and Council to develop a consistent and cohesive campaign during homelessness week. We have also attended multiple *Northern Community Action Group* meetings and *Local 63 network* meetings about homelessness.

Visitation and Sponsorship

Visitor economy

Research continues into the visitor economy by Myriad Research. The data gathering phase has now concluded with over 1000 in person interviews and over 300 post visitation surveys completed. This data is crucial for understanding where the gaps are for destination marketing for visitation to Launceston and will be crucial for the successful implementation of the new Visitor Strategy 2030. A report on the main research findings will be made available in the future.

Events

A number of events were held in Launceston in the first quarter including Festivale and 10 Days on the Island. There were 17 facilitated events in the period and also 16 non-facilitated events in the city including Cancer Council's relay for life, the QVMAG Lunar New Year, the Launceston Cup and Super Saturday.

The two key events held in this period, Festivale and 10 Days on the Island, were a success. In particular, Festivale was another sell out event and hugely successful in showcasing the extraordinary food and beverages Tasmania has to offer.

Grants

Round two of the 2025/2026 community grants closed at the end of March with strong interest in the funding program. From round one we have signed funding agreements with 15 of the organisations funded. The assessment of round two will occur in May with successful applicants to be announced shortly after council ratification.

Round one of 25/26 small and major events funding closed in March and will be assessed in April, with successful applications to be notified after the assessment process and council ratification. A number of new events have been applied for, and it was another strong round with many worthy applications.

Launceston Place Brand

The Launceston Place Brand activity report highlights strong engagement from both Council of Launceston employees and public users for key resources showing a commitment to local business development. Top downloads included 1,500 downloads for photo assets and 384 for the Launceston video. Growing interest in hospitality and accommodation maps indicates potential for further resource development, and ongoing monitoring will align resources with user needs.

OPEN SPACES AND SUSTAINABILITY

Recreation and Parks

Urban Greening

Tasks and events from January to March 2025 include:

- Completed landscaping around the Road Safety Centre, including planting canopy trees and native understory on the embankment and car park, valued at \$135,000.
- Conducted research and planning for the development of a new Street Tree Masterplan. This will serve as a guiding document for tree selection across all areas covered by the Urban Greening Strategy. This masterplan will play a pivotal role in advancing urban greening, building climate resilience, and enhancing community well-being. It will include street trees and understory planting species lists, as well as technical specifications. Good Canopy Urban Forestry Consultants and Realm have been appointed as external consultants for the 12-month project, valued at \$119,000.
- Planned for the upcoming tree planting season, including the completion of plantings in Newnham and street plantings under the Mayfield Precinct Plan.
- Planned for priority nursery stock use, identifying locations for over 700 trees to be planted this season and providing guidance on the appropriate use of existing in-ground stock.
- Developed preliminary landscape plans for the Pump Track.

Additionally, preparation is underway for the following tasks and events that will see out the current financial year:

- **Greening of Torrens Street Park:** A Request for Quote will be issued to contractors in early April for the greening of Torrens Street Park, identified in the Mayfield Precinct Plan as an Urban Greening Project for 2025. A landscape plan featuring trees and understory plantings has been developed, with work set to commence in May/June. The project aims to increase canopy coverage in non-sports areas of the park from 5% to 52%.
- **Mayfield Precinct Plan Plantings:** Street tree plantings identified in the Mayfield Precinct Plan for 2025 will begin in autumn/winter. Target streets include Mayfield Street, Mitchell Street, Gregory Street, Treherne Street, and Hume Street, with a goal of planting an additional 380 street trees. In addition to Torrens Street Park, canopy trees will also be planted in Mawson Place Park, Kennedy Street Park, and Hargrave Crescent Reserve.
- **Completion of Newnham Plantings:** The final stage of plantings in the Newnham area (including Vermeer, Goya, Monet, Picasso, Van Gogh, and surrounding streets) will be completed in 2025, as per the Urban Greening Implementation Plan (O-16). Initial plantings began in the 2024 season.

- **Development of Newnham Urban Greening Precinct Plan:** Work will commence on the next Urban Greening Precinct Plan for Newnham, which will include community engagement and a five-year strategic plan for urban greening initiatives.
- **Waverley Primary School Microforest:** Providing technical advice and guidance on the development of a microforest at Waverley Primary School in collaboration with our Community Connector, as part of the Connecting Community in Waverley initiative.

Cataract Gorge Fire

A section of the First Basin Track remains closed to allow for assessment of the damage that was caused by a fire within the Cataract Gorge Reserve on 7 March 2025. Outputs of the assessment will include identification of hazards, and a slope stability assessment. The provision of this information will allow us to plan for the next steps, and comment on the re-opening of the track.

Fuel Reduction Burns

10 sites across the municipality have been prepared for Autumn fuel reduction burns.

Open Spaces

- Play upgrades for Waverley - Waverley Lake received renewed nature play equipment and Pritchard Street Park received a replacement double swing set.
- As reported elsewhere, the Pump Track at Riverbend Park was completed with a well-attended public launch on 24 February 2025.
- Royal Park Skate Park - tender process near completion for the construction of the extension to the skate park.
- City Park Playground – Detailed design for a new playground is underway and early thinking on design was shared with Councillors on-site on 6 March 2025. Completion of detailed design will be the trigger for community engagement and preparation of a development application.
- Recreation and Open Space Strategy – development of an implementation plan is underway with preparation for internal workshops.
- Workers' Memorial – current works are nearing completion. There is external interest in further developing the site to include a barbecue and public toilet and we are working with the proponents to bring this matter to the Council.
- Play space for Oakden Park, Youngtown – a contract has been awarded, and work will commence mid-2025.
- An engineering assessment of the Home Point Parade deck has been undertaken to ascertain whether the deck can support urban greening structures.
- An assessment of the viewing platform at Royal Park has been undertaken ahead of renewal works.
- Cataract Gorge Fire - engineering assessment of landscape and assets underway

Sporting Facilities

- Hoblers Bridge Netball Centre courts and lighting upgrades are underway.
- Hoblers Bridge Parkrun commenced in March with strong numbers.
- West Tamar Fitness Trail - design is complete and a tender process is under way.
- Shortlisted for Parks and Leisure Australia awards for the Road Safety Centre and Pump Track, to be awarded at the conference in May.
- Soccer goals have been installed for public use at West Launceston Park.

- 8 junior soccer goals have been purchased for Churchill Park.
- As reported elsewhere in this agenda, the Road Safety Centre will open on 14 April 2025.

Waste and Sustainability

Keep Australia Beautiful National Submissions

In 2024, the City of Launceston was awarded the Tasmanian sustainable communities award which placed the City of Launceston in the running for the national award. During February 2025 sustainability coordinated 10 online submissions on categories such as behaviour change, litter prevention, water and energy conservation and biodiversity to name a few. In the last week of March, online interviews were held with a judging panel of 4 to assess the submissions and ask more about our wonderful city.

The City of Launceston's Keep Australia Beautiful award trophy can be viewed in the Customer Service Centre at Town Hall.

The national Keep Australia Beautiful awards will be held in Beechworth Victoria on 3 May 2025. The awards will be attended by the Team Leader for sustainability and a Councillor.

2025 Hard Waste Collection

Hard waste collection was held from 17-28 March 2025. This year there were 975 hard waste registrations and in total 77 tonnes of material was collected with 21 tonnes (37.5%) being recovered for steel recycling, e-waste recycling and resale.

Repair Café

Just over 93 community members brought 700kg through the door, across 3 sessions. 66% of items were repaired by 41 volunteers.

With the support of Permaculture Tasmania and the Food Garden Group we began a Crop Swap table at the February Repair Café. This was a big success with community members bringing a wide range of produce to share and trade. Between the February and March session we had zucchini, cucumbers, tomatoes, basil, apples, pears, plums, peaches, figs, gooseberries, blackberries, parsley, rosemary, seeds, seedlings, jams, pickles, bamboo stakes and more. Leftover produce was donated to the community pantry in Civic Square. Leftover seedlings went to a community run seed library.

This quarter the Launceston Repair Café has spoken on ABC Radio Hobart, done an interview for the RACT magazine, and been featured in a video for Circular North.

Active Transport Fund

The Sustainability team coordinated the successful grant submission for the Kings Meadows Connector Shared Path. The Australian Government has agreed to fund \$670,600 (50%) of the project. The final submission is a great example of collaboration across the Council, involving Town Planners, Design Development, Transport, Community Engagement, Parks and Sustainability.

The new path will be the Council's pilot use of recycled concrete and will include tree cover in line with our urban greening strategy. It will safely connect the existing Oakden Park footpath network with Youngtown Primary School, Kings Meadows High School and the

Kate Reed Nature Reserve Area. It will also act as an active transport corridor for the proposed development of South Prospect.

Community Climate Action Plan

The first draft of the Community Climate Action Plan (CAP) has been completed after more than 12 months of community engagement. It sets out how the entire Launceston community (residents, businesses and Council) will work together to reduce greenhouse gas emissions and achieve net zero by 2050. The Community CAP is a response to the community wants of combined, local climate action; fulfilling our role in reducing city emissions in meeting the International Paris Agreement; and delivering on actions in the Sustainability Action Plan and Towards Zero Emissions Action Plan.

The Community CAP commits to two targets: the overall, net zero Science-Derived Target (SDT) for the community (including an interim 2035 target); and a target indicating Council's contribution to the overall target:

1. 50% emissions reduction by 2035: 40% emissions reduction to be achieved through community-led actions (or reduce annual emissions to 400,000 t CO₂-e by 2035) and an additional 10% emissions reduction to be achieved through Council-led actions.
2. Net zero emissions by 2050.

The Community CAP identifies key emitting organisations and sectors in the municipality. The Sustainability team hopes to collaborate with these organisations and support their decarbonisation. Public consultation will commence in April 2025.

Other work in progress

- The Adaptation Game (TAG) Launceston: TAG is a municipality specific board game that allows you to play through climate change scenarios and empowers community members to create resilience and action. The game will focus on awareness and emergency preparedness for flood, bushfire and heat waves. While TAG is coordinated and funded by Sustainability, data and time have been contributed by Emergency Management, Community Development, Community Engagement, Infrastructure and Engineering and SEDA.
- Home Energy Audit Toolkits (HEAT): With the help of the Customer Service team, we have recently audited and updated the council HEAT kits available for community use. New thermal imaging cameras and induction cooktops are being trialled by the Sustainability team in preparation for roll out to the community through the Bookable system. The cameras aim to improve knowledge and enable targeted home improvements for increased energy efficiency and temperature control.
- The final draft of a Diversion Facility feasibility study has been delivered by a consultant. The study highlights high recovery potential and a positive business case for investment.
- The team delivered a public presentation on City of Launceston recycling and material management at St Lukes
- Applying for waste transfer station grants from Circular North for hook lift recovery bins.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Consideration contained in report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.

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

17.2. Policy Review - 12-Plx-014 Concessional Entry to the Council's Waste Disposal Facilities

FILE NO: SF0628

AUTHOR: Michael Attard (Team Leader Sustainability)

APPROVER: Leanne Purchase (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider Council's position on concessional entry to the City of Launceston's waste disposal facilities.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council – 8 April 2021 - Agenda Item 18.2 – 2021 Concessional Entry Policy Review (12-Plx-014)

RECOMMENDATION:

That Council:

1. adopts the reviewed version of 12-Plx-014 Concessional Entry to the Council's Waste Disposal Facilities Policy, included as attachment 1.
-

REPORT:

The Concessional Entry to the Council's Waste Disposal Facilities Policy documents the conditions associated with use of City of Launceston waste entry vouchers, pensioner cards and concessional entry subsidies towards costs incurred by waste management fees.

These initiatives support the community to keep neighborhood environments clean and tidy while relieving some of the financial burden of waste management for organisations delivering support programs for the community.

The Concessional Entry to the Council's Waste Disposal Facilities Policy is due for cyclical review. The reviewed policy provided as attachment 1 includes changes to improve readability and interpretation without changing the policy's intent. A marked-up version of the policy is included as attachment 2, for reference.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The Concessional Entry to the Council's Waste Disposal Facilities Policy supports residents, pensioners and charitable organisations to alleviate some of the financial burden related to waste management. The aim is also to keep neighborhoods and the surrounding environment clean and to reduce illegal littering.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

1. To provide for the health, safety and welfare of the community.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.

Strategic Priority 6: We protect our environment by caring for our unique natural assets and amenity and sensitively managing future development opportunities.

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

Focus Areas:

1. To reduce our and the community's impact on the natural environment.
2. To contribute to air and river quality improvements in Launceston.

BUDGET AND FINANCIAL IMPLICATIONS:

In terms of the effect on the Council's budget, the benefit the community received from the application of this policy in 2023/24 was:

Pensioners	Residential Waste Vouchers	Concessional Entry Charity
3,770 entries	11,300 entries (37% redemption)	26 organisations
380 tonnes collected	2,400 tonnes collected	424 tonnes collected
Average presentation 100kg	Average weight 210kg	Approximately 16 tonnes per organisation
Fee saving of \$76,000	Fee saving of \$364,500	Fee saving \$37,000

The cost of concessional entry in 2023/24 to the Council was approximately \$477,000 (\$76,000+\$364,500+\$37,000).

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. 12-Plx-014 Concessional Entry to Council s Waste Disposal Facilities Policy [**17.2.1** - 15 pages]
2. 12-Plx-014 Concessional Entry to Council s Waste Disposal Facilities Policy - With Mark Ups [**17.2.2** - 15 pages]

17.3. ABCDE Learning Site Social Impact Report

FILE NO: SF7574

AUTHOR: Sarah McCormack (Community Connector)

APPROVER: Leanne Purchase (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To note the ABCDE Learning Site Social Impact Report 2025.

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting - 3 October 2024 – Item 17.1 - ABCDE Learning Site Reflection and Growth Future Plan

RECOMMENDATION:

That Council:

1. receives the ABCDE Learning Sites Social Impact Report (ECM Doc Set ID 5212002).
-

REPORT:

On 19 February 2025 the *ABCDE Learning Site Social Impact report* was released to the public. This report explores the social change that occurred at five learning site locations. The report focuses on assessing the overall importance, effects and value of the ABCDE learning sites program with an emphasis on utilising local voices.

This report is tabled following a request from Councillor Danny Gibson at the 6 March 2025 Council Meeting that Council formally receives the report.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Consideration contained in report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 1: We connect with our community and our region through meaningful engagement, cooperation and representation.

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

Focus Areas:

1. To develop and consistently utilise contemporary and effective community engagement processes.
- 3 To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities.

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

1. To provide for the health, safety and welfare of the community.

Strategic Priority 5: We serve and care for our community by providing equitable and efficient services that reflects needs and expectations of our community.

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

Focus Areas:

1. To plan for and provide services and facilities that recognises the changing demographics and needs of our community.
2. To define and communicate our role in promoting social inclusion and equity.
3. To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.
4. To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.

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. ABCDE Social Impact Report 2025 (ECM Doc Set ID 5212002) [17.3.1 - 15 pages]

17.4. Remission of Fees for Female Football Initiative 2023 Hire of Churchill Park

FILE NO: SF0828

AUTHOR: Anne Hemingway (Administration Officer)

APPROVER: Leanne Purchase (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider a request to remit fees charged for a booking of Churchill Park in 2023.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) - section 207

RECOMMENDATION:

That Council:

1. remits \$2,096.36 excluding GST, being 2023 hire fees for Churchill Park incurred by Stephen Pearce, for the Female Football Initiative.
-

REPORT:

Background

On 30 January 2023, correspondence was received from Stephen Pearce on behalf of a small group of people who were starting a program to provide football coaching and sessions, strength and conditioning, and mental health/health literacy to the Northern Suburbs of Launceston and beyond. The correspondence sought support from the Council in the form of free hire of Churchill Park, and access to grant funding.

Various email exchanges and face to face meetings with Stephen Pearce discussed opportunities for the group to apply for grant funding. Concurrently, the group began using Churchill Park for their 2023 season.

Examples of relevant correspondence are provided to Councillors in a confidential attachment to this report.

Officers are advised that the group was ultimately unsuccessful in securing grant funding for the Female Football Initiative in 2023. By email dated 11 December 2023, Stephen Pearce requested remission of fees for the group's 2023 bookings at Churchill Park. This amounts to \$2,306 (inclusive of GST), being the total amount of unpaid 2023 hire fees.

In 2023, the group did not charge people to participate in their program.

Female Football Initiative bookings at Churchill Park in 2024 and 2025

The initiative operated in 2024 with participants paying a fee. Hire fees for 2024 have been paid.

Female Football Initiative currently has a signed hire agreement in place for their booking for 2025 (every Monday during school terms from February to December 2025). Associated fees and charges are billed monthly and are up to date at the time of writing.

Relevant legislation

Section 207 of the *Local Government Act 1993* (Tas) refers:

207. Remission of fees and charges

A council may remit all or part of any fee or charge paid or payable under this Division.

RISK IMPLICATIONS:

Management of this matter as a remission is not ideal as it removes an opportunity for Council to determine whether to support for the Female Football Initiative based on the program's merits through any competitive assessment process such as community grants. An agreement regarding payment of 2023 hire fees for Churchill Park should have been explicitly settled prior to the Female Football Initiative's use of the facility. This learning has been applied to booking processes moving forward.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Consideration contained in report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

2. To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.

BUDGET AND FINANCIAL IMPLICATIONS:

A remission of fees of \$2,096.36 (excluding GST) will be recorded as an expense in the Council's operating result should this recommendation be approved.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. CONFIDENTIAL REDACTED - CONFIDENTIAL - Examples of relevant correspondence [17.4.1 - 22 pages]

17.5. Ratification of New Community Member for the Community Grants Assessment Panel

FILE NO: SF7646

AUTHOR: Michelle Ogulin (Senior Leader Liveable Communities)

APPROVER: Leanne Purchase (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider the appointment of a new external stakeholder to the Community Grants Assessment Panel.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) - section 24

RECOMMENDATION:

That Council:

1. receives the report, and
2. appoints Ian Abernethy as a new external stakeholder to the Community Grants Assessment Panel.

REPORT:

The primary purpose of the community grants assessment panel is to review and assess grant applications in accordance with the *Community Grants Policy and Guidelines*. The assessment panel recommendations allow for informed decision making by the Council when approving funding allocation for projects.

The objectives of the community grants assessment panel are to:

- consider the clear community need that may benefit from a grant application.
- review and assess applications on the potential social connection and community participation.
- consider whether the project for which the grant is sought includes clear engagement and collaboration with the community.
- provide recommendations to Council on grants to be approved for funding.

The terms of reference states that the membership of the committee will include:

- three City of Launceston Councillors
- three external stakeholders appointed by a decision of the Council.

The terms of reference also call for external stakeholder representatives that meet the following criteria:

1. A diverse range of expertise to provide a balance of community experience
2. Ability to consider issues in a wider community context
3. Good understanding of the key issues and challenges currently facing the community
4. Ability to work as part of a team

External stakeholder representatives are appointed by the Council with the initial term being up to two years. External stakeholder representatives may re-apply and be considered for a further two terms.

Following the resignation of an external stakeholder representative in February 2025, nominations for one vacant external stakeholder representative position were sought from community members through a publicly advertised expression of interest (EOI) process in March 2025.

Notices seeking EOI submissions were advertised in the Examiner for a fortnight from 3 March 2025 and submissions closed on 16 March 2025.

Three EOIs were received and were considered by an assessment panel consisting of Michelle Ogulin (Senior Leader Liveable Communities) and Laura Keith (Grants and Sponsorship Officer). Despite all the three applicants being of an excellent calibre, based on the assessment Ian Abernathy was considered the most skilled and experienced of the applicants and has been recommended for appointment as the third external stakeholder representative on the community grants assessment panel.

RISK IMPLICATIONS:

Failure to appoint an external stakeholder will result in an inability to complete the assessments for the current round of Community Grants which will have flow on financial implications for all grant applications.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The participation of external stakeholders in programs such as this provide an opportunity for the Council to benefit from community input into decision making.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

2. To facilitate direct investment in the local economy to support its growth.
4. To promote tourism and the development of a quality tourism offering for Launceston.
5. To understand and support the establishment and growth of new and creative industries and businesses in Launceston.

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

1. To provide for the health, safety and welfare of the community.
3. To ensure decisions are made on the basis of accurate and relevant information.

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

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

Focus Areas:

1. To promote and enhance Launceston's rich heritage, culture and natural environment.

Strategic Priority 5: We serve and care for our community by providing equitable and efficient services that reflects needs and expectations of our community.

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

Focus Areas:

3. To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.
4. To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.

BUDGET AND FINANCIAL IMPLICATIONS:

This is a voluntary position. External stakeholders are not remunerated for their participation in the Community Grants Assessment Panel.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

18. QVMAG (QUEEN VICTORIA MUSEUM AND ART GALLERY)

18.1. Quarterly Report - QVMAG

FILE NO: SF0958

AUTHOR: Dan McWilliams (Executive Assistant)

APPROVER: Shane Fitzgerald (Director Queen Victoria Museum and Art Gallery)

DECISION STATEMENT:

To receive a report about activities of the Queen Victoria Museum and Art Gallery Network between 1 January and 31 March 2025.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council

1. receives the Queen Victoria Museum and Art Gallery (QVMAG) Quarterly Report for the period between 1 January and 31 March 2025 (ECM Doc Set 5210739) (Attachment 1).
-

REPORT:

QVMAG's activities during the January–March 2025 quarter showcases our ongoing commitment to cultural enrichment, education, and community engagement. Continuing from last quarter, notable exhibitions and associated programs continue to showcasing local talent to local, national and international audiences. QVMAG continues to increase its visibility and connect with community through a blend of digital and traditional methods, fostering connections with local, regional, and international communities.

RISK IMPLICATIONS:

Ongoing challenges attributed to the environmental regulation of physical storage containing QVMAG Strategic Collections items is relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Queen Victoria Museum and Art Gallery not only benefits tourism but also provides a platform for local businesses to thrive through the influx of visitors. Collaborative projects with local community groups, schools, and other cultural organisations are indicators of social impact. These partnerships also show how QVMAG contributes to the social fabric of the community.

STRATEGIC DOCUMENT REFERENCE:

QVMAG Futures Plan - A Paradigm Shift 2022

QVMAG Strategic Plan 2023-28

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 1: We connect with our community and our region through meaningful engagement, cooperation and representation.

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

Focus Areas:

1. To develop and consistently utilise contemporary and effective community engagement processes.
2. To lead the implementation of the Greater Launceston Plan via collaborative and constructive relationships with our regional partners.
3. To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities.

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

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

Focus Areas:

1. To actively market the City and region and pursue investment.
2. To facilitate direct investment in the local economy to support its growth.
4. To provide an environment that is supportive to business and development within the municipality.
5. To promote tourism and the development of a quality tourism offering for Launceston.

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.
5. To maintain a financially sustainable organisation.

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

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

Focus Areas:

1. To promote and enhance Launceston's rich heritage, culture and natural environment.
2. To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.
3. To promote and attract national and international events and support the sector to ensure a diverse annual events calendar.

Strategic Priority 5: We serve and care for our community by providing equitable and efficient services that reflects needs and expectations of our community.

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

Focus Areas:

1. To plan for and provide services and facilities that recognises the changing demographics and needs of our community.
2. To define and communicate our role in promoting social inclusion and equity.
3. To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.
4. To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.
5. To promote and support active and healthy lifestyles of our community.
6. To enhance community awareness of the impacts of uncertain weather patterns, natural and other disasters, and build community resilience.
7. To develop and manage infrastructure and resources to protect our community from natural and other hazards.

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

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

Focus Areas:

2. To take a strategic approach to development sites and infrastructure investment within the municipality to maximise public benefit and encourage development and investment.
4. To ensure our suite of strategic planning initiatives are coordinated and representative of our community's needs and aspirations.

BUDGET AND FINANCIAL IMPLICATIONS:

All offerings during this period, including exhibitions, community engagement, and collection maintenance, were successfully delivered within allocated budgets, ensuring efficient use of resources while maintaining fiscal responsibility.

DISCLOSURE OF INTERESTS:

The Authors and Director have no interests to declare in this matter.

ATTACHMENTS:

1. ECM 5210739 v 1 QVMA G- Quarterly- Report- Q 3- Jan- Mar-2025 [18.1.1 - 34 pages]

19. COMMUNITY ASSETS AND DESIGN

19.1. Quarterly Report - Community Assets and Design

FILE NO: SF7719

AUTHOR: Community Assets and Design Senior Leaders

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

DECISION STATEMENT:

That council receive the report noting the activities of the Community Assets and Design team for the period 1 January to 31 March 2025.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. receives the report noting the activities of the Community Assets and Design team for the period 1 January to 31 March 2025.
-

REPORT:

EXECUTIVE LEADER REPORT

The focus this quarter has been on major projects and key strategic issues specifically the Albert Hall additional works and finalisation of the Asset Management Health Check. The Health Check will now inform a project to improve our approach to asset management across all asset classes and provide greater visibility on condition as well as costs.

During the quarter, teams from across the organisation went on a municipality bus tour. Officers visited various sites across our city – including Mowbray, Prospect, Invermay, Ravenswood, Newnham - to see firsthand what services and facilities look like on the ground for our customers. During the tour, we shared ideas on how we can work together to enhance amenities. This collaborative approach allowed each team to gain valuable insights into each other's work, deepening our understanding of how interconnected our efforts are in delivering outcomes for the community.

Executive Leader stakeholder meetings:

- Department of State Growth
 - Ikeda Delegation
 - SEMZ
 - Starting Point Neighbourhood House, Ravenswood
 - South Prospect Working Group
 - Theatre North
-

- TasWater
- Theatre North
- Youth Futures.

SENIOR LEADER CITY AMENITIES

City Amenities has been focusing on strengthening field safety by conducting a comprehensive review of operational procedures and practices. By prioritising team engagement and education, we are proactively identifying potential hazards and enhancing our control measures to safeguard our employees and the community. Key highlights for the quarter included the:

- Taroona Street Flood Gate Exercise conducted on 3 February with a team of 20, this biennial exercise reinforces our capacity to manage the flood levee network and improves field safety through training and practical emergency response drills;
- the finalisation of the Pump Track including establishment of the riparian zone, commencement of watering and coordinating event logistics ensured the facility's timely opening to the community;
- the Conservatory refurbishment was a coordinated effort across departments to relocate plants and plant stands for storage at Lamont Street during the refurbishment process;
- Nursery stock increase with receipt of 450 new plants for the upcoming planting season. This substantial increase in stock underpins our strategy to maintain vibrant and sustainable urban greening; and
- Targeted reduction in overdue Customer Service Requests resulting in quicker response times and improved service delivery.

SENIOR LEADER CITY DEVELOPMENT

Development Applications (DA) Update

In the first quarter of 2025 134 DAs were approved to the value of \$83 million. A total of 40 new dwellings were approved and total of 43 new lots were approved.

Strategic Land Use Planning Projects

St Leonards and Waverley Neighbourhood Plan: Seeks to deliver the first Neighbourhood Plan for the City and is currently on track to be finalised mid-2025 as planned. The project is jointly funded by the Federal Government's Housing Support Program (Stream 1) and the council's major operations budget. The Plan will guide how the local area will develop and improve over time to create liveable communities with coordinated development and infrastructure outcomes. The consultation draft Neighbourhood Plan was unanimously endorsed by the Council on 27 March for community engagement. Engagement commenced on 29 March for 4 weeks.

Launceston Housing Plan 2025-2040 aims to guide residential development over the next 15 years to increase the number of homes, provide more choice, and increase affordability while protecting what we love about our city. REMPLAN was engaged in September 2024 to assist with the preparation. The draft Housing Plan was unanimously endorsed for community consultation by Council at its 6 March Meeting. Consultation commenced on 12 March for 28 days. Online and in-person engagement opportunities were provided to encourage feedback, which will be reviewed and reported at a Council workshop and meeting in May 2025.

The Building Height and Massing Study seeks to provide more guidance and development opportunities for large and/or tall buildings within the Launceston Central Area. The outputs will be a new Central Area Specific Area Plan and Built Form Design Guidelines, to provide best practice guidance for development. The principal aim of the Guidelines will be to help users of the Launceston Local Provisions Schedule (LPS) understand the objectives of the Central Area Specific Area Plan (SAP) and interpret its provisions. This project will proceed to the community engagement in the second half of 2025.

A local strategy is needed for the undeveloped area between the East Tamar Highway and urbanised area of Newnham to accommodate the opportunity for residential development. The best-practice approach to achieve this is to develop a Alanvale Neighbourhood Plan.

A local strategy is also needed for South Prospect to be rezoned and developed for residential purposes. The best-practice strategic land use planning approach to achieve this is to develop a Neighbourhood Plan. A working group has been established with representatives from Council and State Government. The working group will ensure that the Neighbourhood Plan will meet community expectations and aligns with Council and State policies and legislation. A project plan and program will be prepared.

SENIOR LEADER INFRASTRUCTURE & ENGINEERING

Resourcing and recruitment efforts have resulted in the addition of two new staff members in the positions of Asset Officer and Graduate Engineer. Recruitment is ongoing for three additional roles, including two newly created positions and one role vacated through an internal transfer.

Future planning has been a prominent theme this quarter. High-level support and review have been provided to the Tamar Estuary Management Taskforce Infrastructure Master Plan Working Group, with multiple sessions held throughout the quarter, and specific council engagement as part of the master plan development. Planning is also underway for the City Heart projects for the next financial year, targeting successful implementation, along with the finalisation of the FY25/26 capital program for road reseals and reconstruction projects.

Operational improvements have also been made. Collaborative discussions between Infrastructure and Engineering and City Amenities are focused on aligning operational and maintenance challenges and outcomes. Two key policies were adopted by Council during the quarter: the Residential Parking Permit Policy and the Vehicular Crossing (Driveway) Policy, both of which aim to achieve better alignment and consistency for the community and officers.

The summer construction season has seen significant activity, with the Water and Transport Teams focusing on procurement and delivery of various works. These include several pipeline repairs and replacements, substantial repairs at multiple gross pollutant traps, commencement of the bridge maintenance program, and procurement and initial delivery of barrier and guidepost works on the Lilydale / Golconda Road Corridor, funded through a Local Roads and Community Infrastructure Grant.

SENIOR LEADER INFRASTRUCTURE PLANNING

The Infrastructure Planning Team is new and its purpose is to focus on future community asset needs and support urban growth areas. The team also lead major projects as required that deliver large-scale community assets. Resourcing has been a key focus for this first quarter 2025. To grow the team, business case requirements were submitted and approved for two additional positions (Engineer – Infrastructure Planning, Urban Designer - Infrastructure Planning), which were advertised mid-February. At the time of writing this report, the engineering role has been filled, and a preferred candidate has been identified for the Urban Designer role.

Team efforts and undertakings from this reporting period include:

- Documentation review and internal stakeholder engagement as required for urban growth infrastructure planning for St Leonards and Waverley Neighborhood Plan
- Princess Theatre stakeholder engagement on 17 March 2025 to provide project updates and receive feedback on existing auditorium layout and potential solutions
- Princess Theatre Project Management Plan received by Council on 27 March
- NTCA Master Planning Massing Concept endorsed by Council on 6 March
- NTCA architectural services tender materials released to market and considered by Council on 27 March
- NTCA redevelopment project advocacy activities including briefings with both major political parties and procurement of business case services to support
- Development of concept materials to support major road investment and presentation to Council at 20 February workshop.

SENIOR LEADER PROJECT DESIGN & DELIVERY

The Project Design and Delivery team is managing 50 projects. Of these, 22 are with the design team, while the remaining 28 are live construction projects overseen by the Delivery Team. The total value of these projects is \$20.45 million.

- **Invermay Road Traffic Signals**, with a budget of \$3,025,114, commenced on January 20, 2025, and is expected to be completed by the end of April. The project is currently 60% complete and remains on budget. To minimise traffic disruption, most of the work is being carried out at night.
- **Alexandra Bridge**, with a budget of \$2,170,022, is expected to reopen in May 2025. The project is currently 65% complete and remains under budget.
- **Trevallyn Road retaining wall**, with a budget of \$483,000, involves stabilising by installing concrete MassBlocs in front of the existing bluestone wall. A stone mason will construct a bluestone facing wall to match the surrounding area. The project is currently on schedule and budget, with a final completion date of June 27, 2025.
- **Cavalry Road reconstruction**, with a budget of \$740,000, commenced mid-March and focuses on pavement repairs and structural road improvements. The project also includes roadside drainage upgrades, new line markings, signage, and traffic islands. Civil works are slightly behind schedule due to Contractor staffing issues, with completion expected to be May 15, 2025.

SENIOR LEADER BUILDING ASSETS AND INVESTIGATIONS

Asset Investigations

In the previous quarter, the Town Hall underwent improvements, including new carpets, blinds, furniture, fresh paint, and acoustic sheeting. Building on these enhancements, this quarter has marked the beginning of the Town Hall and Annexe team relocations. This process has involved significant logistical planning and coordination, requiring cooperation

from all staff to ensure a smooth transition. To support the move, we have engaged assistance of staff from several teams, including City Amenities and People and Culture. The relocation efforts have included installing new carpet, removing partitions, reconfiguring workspaces, and carefully moving desks and workstations to better accommodate evolving operational needs and reflect a modern workplace for our team.

The City Park lunchroom and monkey enclosure have had improvements to security and staff amenities. Additionally, the upgrade of the shower facility has refreshed the space, making it more functional and convenient for staff use. The double doors at Carr Villa Chapel entrance were replaced, with careful attention given to both functionality and heritage aesthetics. The new doors were custom-made to match the original design, ensuring they maintain the chapel's historic character while improving durability and usability.

Building Asset Management

This quarter 79 Building Condition Assessments were completed. The John Hart Conservatory Remediation Project commenced on 31 March. Fairbrother will be conducting injection underpinning, structural re-stabilisation of the existing brickwork, painting, re-rendering, replacement of glazing and replacement of roofing material during this project. This is due for completion end of July. The Launceston Waste Centre Amenities project has made significant progress, with a tender for construction due for release in early May. This project will see the current crib room used by employees at the Waste Centre (which is no longer fit for purpose or staff numbers), replaced with a new purpose-built building to be constructed next to the recycling centre. Works to the exercise yards at Dogs Home of Tasmania are nearing completion. Contractors have had some significant challenges with the topography of the site.

Significant operational projects have commenced or been completed this quarter, including:

- External painting to community buildings including Dilston Hall, Lilydale Falls Toilet Block, Lilydale Memorial Hall and Ravenswood Neighbourhood House.
- Remedial works to replace the floors in the clubrooms at Lilydale Football Club.
- Replacement of roof at Ravenswood Neighbourhood House.
- Ravenswood Over 50s Club hydrant and water meter removal and reinstallation. This project was proposed to mitigate the excessive water charges due to the size of the domestic line.

CAPITAL PROGRAMS PROJECT VALUES BY STATUS

Status	Actuals (\$M)	Actuals + Commitments (\$M)
Not started	\$0.2	\$0.3
Preliminary works	\$3.4	\$8.6
Work in progress	\$18.6	\$24.7
Practical completion	\$1.7	\$1.7
Sub totals		

KEY STATISTICS – COMMUNITY ASSETS & DESIGN

**Some statistics were not reported last quarter and are indicated with a dash.*

Item	This quarter	Last quarter*
CSRs – Open <90 days	503	-
CSRs – Open >90 days	186	-
CSRs – New	3,220	1,723
CSRs – Closed	4,244	1,282
Average CSR time (days)	100	21
WOs – Open <90 days	577	-
WOs – Open >90 days	334	-
WOs – New	2,503	206
WOs – Closed	2,527	1,830
Average WO time (days)	38	27
New DAs	136	148
Decided under delegation	126	114
Decided by Council	8	5
Average statutory timeframe to assess Discretionary Applications (days)	35.5	33
Average stop the clock period for applications determined during the quarter (days)	44	41
Number of Requests for Information sent	90	97
Plans Sealed	11	12
Driveways	15	13
Heavy Vehicles	79	146
Road Occupation	22	20
Stormwater Connections	2	5

People		
New employees	8	5
Departing team members	5	9
Vacancies	29	-
Internal promotions	0	1
Building Condition Reports completed	79	-
Grant applications submitted	1	3
Grant applications received	4	0
Trees planted	0	-
Tube stock planted	2,950	-

Disclaimer -

1. *Future Directions changes implemented in Jan 2025. Figures above include the realignment of City Development and Open Spaces and Sustainability Teams.*
2. *Unable to determine the true number of open CRMs and WOs as at 31/12/2024. This is a point-in-time snapshot of data.*
3. *Identified a number of WOs with no start date. For this reason we have had to rely on the WO creation date in order to calculate average WO time.*
4. *Investigated the significant increase in new and closed CRMs this quarter. Breakdown provided below:*

CRMs NEW:		
<i>Department</i>	<i>This Qtr</i>	<i>Last Qtr</i>
CDT - Building Assets and Investigations	296	68
CDT - City Amenities	2341	1329
CDT - City Development	270	238
CDT - Executive Leader Office	1	0
CDT - Infrastructure and Engineering	291	82
CDT - Project Design and Delivery	21	6
	3220	1723
CRMs CLOSED:		
<i>Department</i>	<i>This Qtr</i>	<i>Last Qtr</i>
CDT - Building Assets and Investigations	382	15
CDT - City Amenities	3143	997
CDT - City Development	293	235
CDT - Executive Leader Office	1	0
CDT - Infrastructure and Engineering	396	32
CDT - Project Design and Delivery	29	3
	4244	1282

Workshops

Community Asset and Design workshops presented this quarter (excluding Development Applications):

30 January 2025

- St Leonards and Waverley Neighbourhood Plan - Project Update
- Vehicular Access (Driveway) Policy and Guidelines
- Planning Delegations Review.

20 February 2025

- Denison Road - One Way Section
- Henry to Hobblers Link Road
- Albert Hall Redevelopment
- Draft Launceston Housing Strategy.

13 March 2025

- South Prospect Update.

20 March 2025

- St Leonards and Waverley Neighbourhood Plan - Project Update.

Policy adoptions

Two Community Asset and Design policies were adopted this quarter:

- Vehicular Crossing (Driveway) Policy (27-Plx-013) - 6 March 2025
- Residential Parking Permit Policy (32-Plx-003) - 27 March 2025.

Projects status report

Project	Program	Budget	Note
Built projects			
Invermay and Lindsay Roads Intersection	Delays	On track	Delays are being claimed for Weather and Latent conditions.
Alexandria Bridge	On track	On track	
Albert Hall – Eastern Wing construction and Additional Works	Variance	Variance	Delays are being anticipated but not currently confirmed.
Princess Theatre (Design)	On track	On track	
NTCA Sports Complex Master Plan	In planning	In planning	

Strategic work			
Building Heights and Massing project	On track	On track	
Housing Plan	On track	On track	
St Leonards and Waverley Neighbourhood Plan and Infrastructure Funding Framework	On track	On track	
South Prospect Neighbourhood Plan	In review	In review	
Local heritage listings - Planning Scheme Amendments (1 st Amendment)	Delays	On track	Planning Commission hearing next quarter.
Alanvale Neighbourhood Plan	In planning	In planning	
Building Hierarchy and Level of Service plan	In planning	In planning	
Parks Services Level of Service review	In planning	In planning	
Asset Management Health Check	On track	On track	

Definitions

Delays = Progress is delayed by more than 2 weeks compared to project plan.

On track = Budget or Program is tracking according to plan.

Variance = Budget has varied from budgeted amount.

In review/planning = Being reviewed and no timeframes and/or budget committed.

Scheduled = Work is planned and awaiting resourcing to commence.

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 Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.

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

19.2. Response to Notice of Motion - Councillor S Cai - That Council Considers Expanding Graffiti Removal

FILE NO: SF5547

AUTHOR: Lynda Robins (Emergency Management Advisor)

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

DECISION STATEMENT:

To note that the current Graffiti Prevention and Reduction Policy is outdated and that it is reviewed with a focus to reduce the instances of graffiti within the municipality.

PREVIOUS COUNCIL CONSIDERATION:

Council - Agenda - Agenda Item 15.3 - Notice of Motion - Graffiti removal from private dwellings within the Launceston Municipality - Councillor S Cai

RECOMMENDATION:

That Council:

1. review the 2013 Graffiti Policy to ensure it is contemporary, to assess its effectiveness, and identify areas for improvement.
 2. does not extend its graffiti policy to provide graffiti removal from private properties in its municipality.
-

REPORT:

Background

Councillor S Cai brought forward a Notice of Motion at the Ordinary Meeting held on 12 December 2024. The motion was supported by Council and the Recommendation was as follows:

***Graffiti Removal from Private Dwellings Within the Launceston Municipality
That Council:***

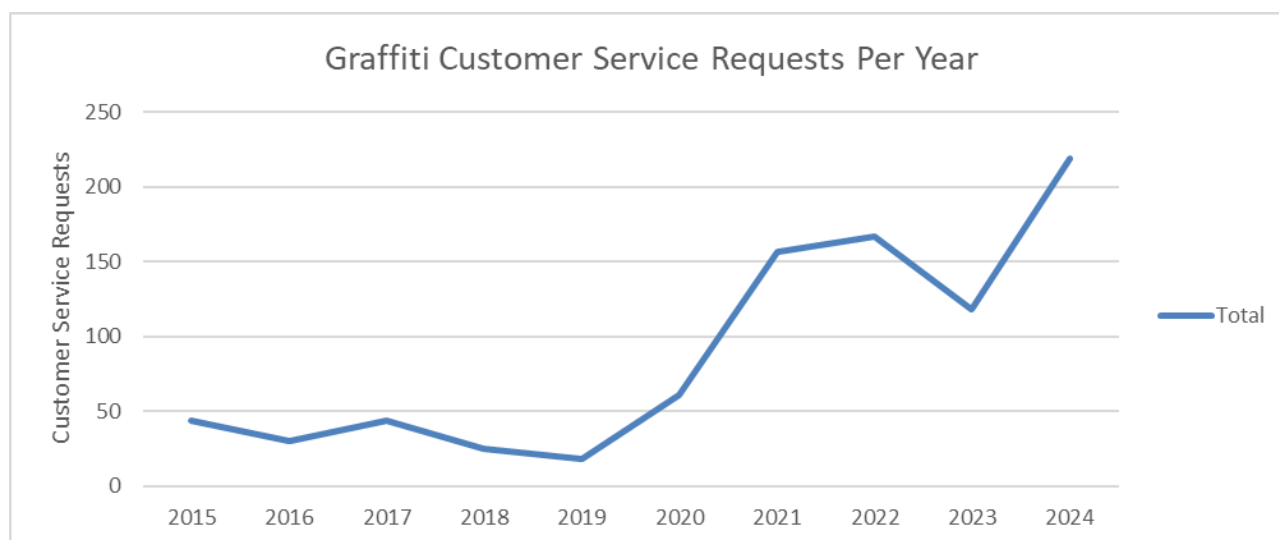
1. *considers expanding graffiti removal to include private dwellings and infrastructure by:*
 - *reviewing and amending the City of Launceston's graffiti policy framework to expand to removal of graffiti in all locations throughout the municipality.*

Review outcome

The City of Launceston's current graffiti removal policy, approved in March 2013 (Attachment 1), focuses specifically on public spaces and municipal infrastructure. This includes roads, parks, public buildings, and other publicly owned areas. The policy aims to maintain the aesthetic quality of public spaces and deter further vandalism by promptly

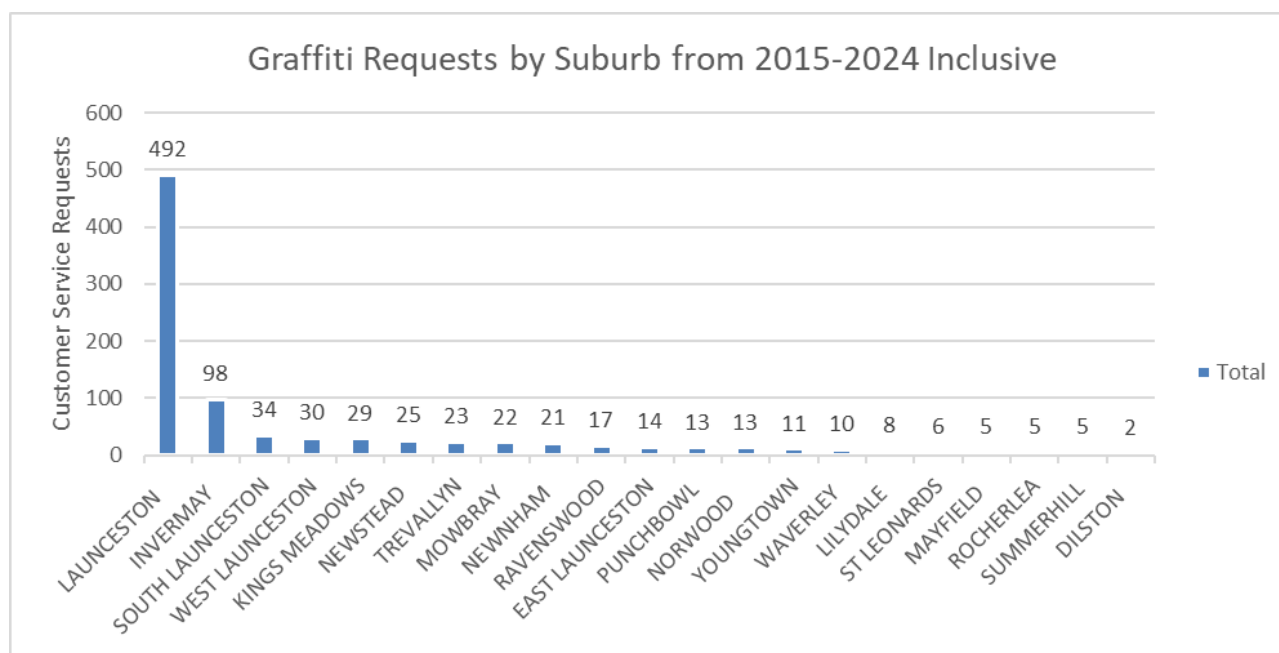
removing graffiti. Although graffiti incidents continue to occur, Council teams are proactive in addressing these, especially when the graffiti is of a sensitive nature.

Historically, there has been a significant increase in the number of graffiti removal requests reported to the council. In 2015, only 44 requests were received, but this number has grown substantially, reaching 219 in 2024. This increase can be attributed to the growing number of graffiti incidences, community concern for graffiti and improvements to reporting methods such as Snap, Send, Solve. Council received 60 removal requests for the first calendar quarter (January to March) 2025. Should this rate continue, it is projected that the total number of graffiti removal requests for the calendar year will exceed 240.



Over the past decade, most graffiti removal requests have been concentrated in the Launceston CBD area, followed by Invermay, South Launceston, and West Launceston. These four areas account for the bulk of the reported graffiti incidents. Operations process improvements have reduced the timeframe for Council to remove graffiti, from an average of 50 days (2014) to 17 days (2024).

Public properties are particularly vulnerable to vandalism, with 68% of removal requests pertaining to Council-owned assets. The time taken to complete these requests averages 15.4 days, showcasing the Council's efficiency in addressing these issues. The Council spends a significant amount annually on graffiti removal, with \$41,473 being spent in the 2023/24 financial year in contractor fees to repaint heavily impacted walls.



Expanding graffiti removal services to include private dwellings and infrastructure presents challenges, specifically:

- the number of removal requests would likely increase significantly, potentially encouraging more graffiti.
- it would require a substantial financial investment, including labour, materials, and operational costs. It is estimated that an additional pressure cleaning crew and equipment would be necessary to undertake such a service. The total cost for such expansion would involve an initial capital outlay of \$190,000, with annual operating costs of \$60,000 for vehicles and associated equipment, plus the need for two additional full-time equivalents (FTEs), at a total cost of \$430,000.

In addition, a key concern with extending graffiti removal to private properties is the issue of responsibility. Property owners are generally responsible for maintaining and managing their own property. While the council has broad powers and the ability to allocate funds for public services, its capacity to perform work on private property is constrained by legislation. Legal advice confirms that the council's powers do not extend to maintaining private property, and the council cannot enter private property without the owner's permission. Furthermore, property owners are responsible for the upkeep and maintenance of their property, including insurance coverage, according to land and insurance law.

The Council currently employs several approaches to mitigate graffiti occurrences. These include notifying private property owners of graffiti and providing a copy of the graffiti prevention flyer. Other initiatives involve collaborating with street artists, as research shows that street art is less likely to be tagged or vandalized. Recent murals, such as those created by artist Kira Patterson on the Kings Meadows Toilet Block, Tom O'Hern and James Cowan at Criterion Place, and Mel McVee and Benjamin Kluss at the Paterson Street East Carpark, have demonstrated the effectiveness of street art in reducing graffiti

vandalism in urban areas and fostering a sense of community pride. The Council has recorded a marked decrease in graffiti incidents in these areas, with only two incidents reported in the past 24 months. This approach has resulted in a long-term, financially favorable outcome for the Council.

Rather than expanding the graffiti removal program to include private properties, it is recommended that the council take a more holistic approach. This could include exploring partnerships with community groups to address graffiti removal and prevention, encouraging local ownership of the issue, promoting anti-graffiti campaigns, and continuing the development and implementation of graffiti-mitigation initiatives such as murals, community art projects, and engagement activities.

By exploring these alternatives, the Council can take a more effective and long-term approach to addressing graffiti in the community.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Considered in the report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.

BUDGET AND FINANCIAL IMPLICATIONS:

Financial impacts have been considered in the report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Graffiti Prevention Flyer [19.2.1 - 2 pages]

19.3. Delegation under the Land Use Planning and Approvals Act 1993 (Tas)

FILE NO: SF0113

AUTHOR: Philippa Glover (Team Leader Planning Assessments)

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

DECISION STATEMENT:

To consider the delegation of functions and powers under the *Land Use Planning and Approvals Act 1993* (Tas).

Pursuant to regulation 18(2)(a) of the Local Government Meeting Procedures Regulations 2015, a decision for this Recommendation requires an absolute majority of Council.

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993 (Tas)

Land Use Planning and Approvals Regulations 2014 (Tas)

Acts Interpretation Act 1931 (Tas)

Local Government (Meeting Procedures) Regulations 2015 – regulations 15 and 18

Local Government Act 1993 (Tas) - section 22(4)

PREVIOUS COUNCIL CONSIDERATION:

Council - 23 August 2004 - Authorisation to use Part 5 Agreements to Protect Council Assets

Council - 26 August 2013 - Delegation of Powers - Land Use Planning and Approvals Act 1993

Council - 13 August 2018 - Delegation from Council to General Manager - Land Use Planning and Approvals Act 1993 and Land Use Planning and Approvals Regulations 2014

Council - 14 November 2019 - Delegation from Council to Council Officers - Land Use Planning and Approvals Act 1993 (Tas)

Council - 23 January 2025 – Agenda Item 20.3 Delegation under the Land Use Planning and Approvals Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 6 of the *Land Use Planning and Approvals Act 1993* (Tas):
 - (a) revokes any previous delegation made by Council in respect of the *Land Use Planning and Approvals Act 1993* (Tas) and the *Land Use Planning and Approvals Regulations 2014* (Tas).
 - (b) delegates to the holders of the positions in Column One of the schedule listed at Recommendation 4, the functions and powers under the sections of the *Land Use Planning and Approvals Act 1993* (Tas) and regulations of the *Land Use Planning and Approvals Regulations 2014* (Tas) specified in Column Two of that schedule, subject to any restrictions listed in Column Three of that schedule.
2. notes that Recommendation 1:
 - (a) if resolved in the affirmative, overturns the decision for Agenda Item 20.3 Delegation under the *Land Use Planning and Approvals Act 1993* made at the Council Meeting on 23 January 2025, and
 - (b) pursuant to section 18(2) of the *Local Government (Meeting Procedures) Regulations*, requires an absolute majority of Council.
3. authorises the Mayor to evidence the delegations made by this decision by signing an instrument of delegation referring to and detailing this decision.
4. notes that the term 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).
5. notes that the following table is the schedule referred to at Recommendation 1.

The Schedule

Column One	Column Two	Column Three
Position	Extent of Delegation	Conditions
<p>Chief Executive Officer</p> <p>Executive Leader Community Assets and Design</p> <p>Senior Leader City Development</p>	Section 35C	
	Section 35F	
	Section 35G	
	Section 35I	
	Section 35M	
	Section 35P	
	Section 40G	
	Section 40K	<p>The delegation is only exercisable if:</p> <ul style="list-style-type: none"> - no representations are received, or any representations are supportive in nature only; and, - there are no necessary modifications to the draft amendment, or such modifications are minor in nature
	Section 40U	
	Section 40W	
	Section 42D	
	Section 43(2)	
	Section 43(6)	
	Section 43(7)	
	Section 43(9)	
	Section 43(10)	
	Section 48AA	
	Section 48A	
	Section 51	
	Section 53(5A)	
	Section 54	
	Section 55	
	Section 56	
	Section 57(2)	<p>The delegation is exercisable only where the proposed use or development is prohibited by the Planning Scheme and such an application cannot lawfully be approved</p>
	Section 57(3)	
	Section 57(5)	
	Section 57(6)	<p>The delegation is exercisable in each of the following circumstances:</p>

		<p>1. to grant a permit, if the application has received two or fewer representations; or,</p> <p>2. to grant or refuse to grant a permit, regardless of the number of representations received, if:</p> <p>(a) the application is discretionary solely due to its heritage listing under section 34 of the <i>Historic Cultural Heritage Act 1995</i> (Tas); or,</p> <p>(b) despite reasonable efforts, an extension of time is unable to be secured under section 57(6)(b) or 57(6A), and accordingly the statutory period applying under section 57(6) will expire prior to the next available Ordinary Council Meeting or Special Council Meeting</p> <p>For the purpose of this delegation:</p> <p>A. each written submission is considered as one representation, regardless of the number of people who have authored or signed it; and,</p> <p>B. the following do not constitute a representation</p> <p>(i) submissions that are entirely supportive in nature;</p> <p>(ii) submissions that are vexatious;</p> <p>(iii) submissions that are anonymous or otherwise lack sufficient detail to allow the Council to verify authorship;</p> <p>(iv) submissions from state agencies, departments or statutory authorities</p>
	Section 57(6)(b)	The delegation is exercisable to agree to a further period with an applicant

	Section 57(6A)	The delegation is exercisable to extend or further extend an agreement with an applicant
	Section 57(7)	
	Section 57A	
	Section 58	
	Section 59(7)	
	Section 61	
	Section 63	
	Section 63B(3)	
	Section 65C(5)	
	Section 65G	
	Section 71	
	Section 74(3)	
	Section 75	
	Section 76	
	Section 78	
	All regulations of the <i>Land Use Planning and Approvals Regulations 2014</i> (Tas)	
Chief Executive Officer	Section 57(6)	The delegation is only exercisable in line with the Council officer's recommendation, where Council does not make an affirmative decision approving or refusing an application at a Council Meeting
Team Leader Planning Assessments	Section 56	
	Section 57(6)	The delegation is only exercisable: <ul style="list-style-type: none"> - to grant a permit; and, - only if no representations have been received
	Section 58	
Team Leader Planning Assessments	Section 40G	
	Section 40K	
	Section 40U	
Senior Town Planner Development	Section 42D	
	Section 43(2)	
	Section 43(6)	
Senior Town Planner - Policy and Projects	Section 43(7)	
	Section 48AA	
	Section 48A	
Town Planner	Section 54	
	Section 57(3)	
	Section 60P(4)	
	Section 60Q(5)	

Graduate Town Planner	Section 61	
	Section 63	
	Section 65C(5)	
Urban Design Planner	Section 71	
	Section 74(3)	
Heritage Planner	Section 75	
	Section 76	
	Section 78	
	All regulations of the <i>Land Use Planning and Approvals Regulations 2014</i> (Tas)	
Senior Leader Health and Compliance	Section 48AA,	
	Section 48A	
	Section 64	
Team Leader Compliance	Section 65C(5)	
Planning Compliance Officer		
Team Leader Statutory Services	Section 57(3)	
	Section 71	
	Section 74(3)	
	Section 75	
	Section 76	
	Section 78	
	All regulations of the <i>Land Use Planning and Approvals Regulations 2014</i> (Tas)	
Statutory Services Officer		
Permit Authority Officer	Section 57(3)	
Planning Administration Officer		
Administration Officer - City Development		
Administration Assistant		

REPORT:

A review of the delegations is required to ensure that the delegations are fit for purpose and are contemporary with best practice. The focus of these changes will improve operational efficiency and manage risks of legislative non-compliance. Effective delegations are crucial for enabling Council officers to meet statutory obligations, enhance service delivery, and maintain compliance with statutory timeframes.

The current delegations under Section 57 and 58 of LUPAA enables the Senior Leader City Development to determine most planning applications. This is especially important given the volume of applications the Planning Authority assesses each year—approximately 600. The delegations allow for most applications to be approved without the need for Council meetings, significantly shortening assessment timeframes.

However, the Planning Authority does not have the delegation to approve an application if an extension of time to refer an application to a Council meeting cannot be secured. While the Section 57(2) delegation allows the refusal of an application in certain cases, this may force the Planning Authority to refuse an application without valid grounds, posing a significant financial risk to the Council.

If the proposed delegations are adopted, the Planning Authority will take all reasonable steps to secure an extension of time to bring the application to Council for determination. If unsuccessful, a Special Council meeting will be considered before the statutory time expires. The proposed delegation under Section 57(6) will only be used as a last resort when all other options have been exhausted.

Councillors will retain the ability to request that any application be considered at a Council meeting, provided statutory timeframes allow.

Following discussions at a Councillor Workshop earlier this year, Council Officers have prepared a table outlining the proposed delegation changes and clarifying what constitutes a representation under the delegation.

Importantly, all representations will have rights of appeal and will be considered when assessing the application in accordance with the requirements of the Planning Scheme.

The following table lists all proposed changes to the delegations:

Function	Current Delegation	Proposed Delegation
Section 57 (2) Refuse to grant a permit on receipt of an application for a prohibited use or development	Only exercisable to refuse an application where an applicant will not agree to an extension of time and the Planning Authority will not be able to determine the application within the prescribed time.	This delegation requires a correction. Section 57(2) allows the Planning Authority to issue a refusal on receipt of an application where the proposal is Prohibited under the planning scheme. Applications that are recommended for refusal after public exhibition are determined under Section 57(6).

Section 57 (6) Applications for discretionary permits - granting or refusing to grant a permit	Only in those cases where up to two representations have been received.	Revise the delegation to allow applications to be granted or refused under delegation when an extension of time cannot be secured, despite best efforts, and the statutory timeframe will expire before the application can be considered at an Ordinary Council or Special Council meeting, mitigating the financial risk to Council for non-determination.
Section 57(6) Chief Executive Officer	No current delegation	Provide the CEO with the delegation to determine a planning application in line with the council officer's recommendation where Council does not make an affirmative decision approving or refusing an application at a Council Meeting, mitigating the financial risk to Council for non-determination.
Section 56, 57(6) and 58 Team Leader Planning Assessments	No current delegation	To provide a delegation to grant permits and minor amendments and only exercisable where no representations have been received.
Section 57(6) Heritage Applications	No current delegation	To provide for a delegation to grant or refuse a permit where the application is discretionary solely due to its heritage listing under s34 of the <i>Historic Cultural Heritage Act 1996</i> , regardless of the number of representations received. For example, the recent decision for the removal of the Bunya Pine Tree at 218 Charles St.
Section 40K Provide a report to the Commission following exhibition of draft amendments to the LPS	Amend the existing delegation which is not being utilised.	Updating the existing delegation to require a report to the Planning Commission for a planning scheme amendment. This applies, provided that no representations are received and there are no required modifications or changes to the draft planning scheme amendment, or that any necessary modifications are minor in nature.
Representations Clarification of representations for the purpose of the delegations		<p>The following representations are excluded for the purpose of these delegations:</p> <ul style="list-style-type: none"> • Representations that are entirely positive in nature • Vexatious representations, including those intended to harass, annoy, or cause a delay or detriment, for an unrelated matter • Representations that are anonymous or otherwise lack sufficient detail to allow the Council to verify authorship • Submissions from state agencies or service authorities

		<p>Note: Each written submission is considered as one (1) representation for the purpose of this delegation, regardless of the number of people who have authored or signed it.</p> <p>It is also important to note that the treatment of a representation does not infringe upon anyone's statutory rights under the Act. In cases where multiple names are included in a single submission, each individual will retain their appeal rights.</p>
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A summary of the functions and powers that have been identified for delegation is provided below.

Section	Summary	Description of function or power
Section 35C	Notice of exhibition of draft LPS (Local Provisions Schedule)	Enables the public exhibition of a draft Local Provisions Schedule (LPS)
Section 35F	Report to Commission about exhibition	Enables a report to the planning commission following a public exhibition process for a draft LPS
Section 35G	Notify Minister as to whether amendment of SPPs is required	Enables advice to be provided to the Planning Commission (Commission) if it is considered that an amendment to the SPPs should be made
Section 35I	Withdrawal of draft LPS	Enables an application to the Commission for approval to withdraw a draft LPS prepared by the planning authority
Section 35M	Notice of approval of Local Provisions Schedules	Provides for the publication of a prescribed notice of the approval of a LPS
Section 35P	Conduct of review	Enables a review of a LPS or a part of a LPS
Section 40G	Notice of exhibition	Requires the publication of an exhibition notice in relation to the draft amendment of a LPS
Section 40K	Provide a report to Commission on draft amendments	Provide a report to the Commission following exhibition of draft amendments to the LPS
Section 40U	Require further information	Provides for the requirement for further information
Section 40W	Determination of amendment	Provides for the approval or refusal of a permit application where amendment to LPS is required
Section 42D	Correction of mistake	Allows the correct of mistakes in a permit
Section 43(2)	Amend or refuse to amend	Provides for the amendment or refusal of a request to amend a planning permit
Section 43(6)	Serve notice in writing	Provides for notice of a permit amendment to the applicant and other relevant people

Section 43(7)	Notify the Board of the Environment Protection Authority	Requires that notice is given to the Environmental Protection Authority where a relevant permit condition is amended
Section 43(9)	Notify the Commission	Requires that notice is given to the Commission where a relevant permit condition is amended
Section 43(10)	Notify the Heritage Council	Requires that notice is given to the Heritage Council where a relevant permit condition is amended
Section 48AA	Enforcement of major project permits	Requires the enforcement or observance of any condition or restriction to which a major project permit is subject
Section 48A	Notice to remove signs	Enables notice to be given to require a person to cease erecting or to remove a sign, or otherwise remove the sign and restore the land
Section 51	Permits	Requires that a person must not commence any use or development which, under the provisions of a planning scheme, requires a permit and sets out the requirements that must be considered by the Council
Section 53(5A)	When does a permit take effect?	Enables the granting of a (once only) extension of the period during which a use or development in respect of a permit was granted must be substantially commenced
Section 54	Additional information	Enables a requirement to be made of an applicant for a planning permit to provide additional information
Section 55	Correction of mistakes	Allows the correct of mistakes in a permit
Section 56	Minor amendments to permits issued by a planning authority	Enables the minor amendment of a planning permit
Section 57	Applications for discretionary permits	Enables the approval or refusal of an application for a discretionary planning permit
Section 57A	Mediation	Enables mediation in respect of a permit application
Section 58	Application for other permits	Enables the granting of a permit either unconditionally or subject to conditions or restrictions for an application for a non-discretionary permit
Section 59(7)	Failure to determine an application for a permit	Enables a decision on a permit application at any time before an appeal is lodged
Section 61	Appeals against planning decisions	Provides for appeals to the Tasmanian Civil and Administrative Tribunal
Section 63	Obstruction of sealed schemes	Allows work to be carried out as ordered by a court

Section 63B(3)	Notice of suspected contravention, &c., may be given	Requires provision of notice where a person has alleged a contravention or failure to comply with the planning scheme or other requirements
Section 64	Civil enforcement proceeding	Enables a person to apply for a civil enforcement order and specifies relevant requirements of the parties
Section 65C(5)	Enforcement notices	Requires additional service of an enforcement notice on the owner of land, where the person on whom the notice is served is not the owner
Section 65G	Cancellation of permits	Enables the cancellation of a permit following issuance of notice of intention to cancel a permit
Section 71	Section 71 agreements	Enables an agreement with an owner of land
Section 74(3)	Duration of agreement	Enables an agreement to be ended with the approval of the Commission or by agreement with all parties
Section 75	Amendment of agreements	Enables an agreement between the planning authority and all persons who are bound by any covenant in the agreement to be amended by agreement
Section 76	Agreement to be lodged with Commission	Requires the lodgment of a copy of an agreement at the office of the Commission without delay after the agreement is made
Section 78	Registration of Agreement	Enables registration of an agreement against the relevant certificate of title

Local Government (Meeting) Regulations 2015 - Regulation 18

In accordance with the requirements of regulation 18 of the *Local Government (Meeting) Regulations 2015*, the following information is provided.

If the Recommendations are carried, it will result in the overturning of the previous Council decisions on 23 January 2025 to delegate its powers under the Act. Pursuant to regulation 18(2)(a) a council may only overturn a decision passed at a previous meeting held since the last ordinary election by an absolute majority.

The previous decisions did not explicitly require that certain action be taken. However, section 22(4) of the *Local Government Act 1993* (Tas) provides that the Chief Executive Officer is required to keep a register of all of Council's delegations. That requirement has been met in respect of each relevant decision.

RISK IMPLICATIONS:

Risks relevant to this item are discussed in the report above.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.

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

19.4. Albert Hall Redevelopment Update

FILE NO: SF6109

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

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive update on status of the Albert Hall additional works to the Great Hall and other areas of the original building as detailed in the report to Council on 6 March 2025.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2015

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 20 January 2022 - Albert Hall Update

Workshop - 31 March 2022 - Albert Hall Conservation Management Plan

Council - 28 July 2022 - Agenda Item 16.1 - Albert Hall Conservation Management Plan

Workshop - 2 February 2023 - Agenda Item 1.1 - Albert Hall Update

Workshop - 30 March 2023 - Agenda Item 1.5 - Albert Hall

Council - 4 May 2023 - Agenda Item 15.1 - Albert Hall Renewal Project

Pre-Council Workshop - 15 June 2023 - Agenda Item 1.2 - Albert Hall Project Update

Closed Council - 29 June 2023 - Agenda Item 18.2 - Albert Hall Renewal Project

Workshop - 20 July 2023 - Agenda Item 1.4 - Albert Hall Renewal Project - Governance and Management

Pre-Council Workshop - 2 May 2024 - Agenda Item 1.1 - Albert Hall Site Visit and Project Update

Council - 22 August 2024 - Agenda Item 19.1 - Albert Hall Project Update and Booking arrangements.

Workshop - 12 September 2024 - Agenda Item 1.1 - Albert Hall Site Visit

Workshop - 20 February 2025 - Agenda Item 1.7 - Albert Hall Redevelopment

Closed Council - 6 March 2025 – Agenda Item 24.3 - Albert Hall Redevelopment Project

RECOMMENDATION:

That Council

1. receive update on status of the Albert Hall additional works to the Great Hall and other areas of the original building as detailed in the report to Council on 6 March 2025.
-

REPORT:

Officers presented to Council on 6 March 2025 a recommended scope of Additional Works for the Albert Hall, excluding the Eastern Wing construction. The scope outlined below was approved by Council. Below is an update on the Additional Works status as at 31 March 2025.

Item	Rationale	Update
Fire compliance	Ensures the building meets current fire safety regulations, protecting occupants and supporting compliance with emergency procedures.	Awaiting report from contractor.
Electrical Floor Boxes to Great Hall	Provides necessary power access for events, reducing reliance on temporary cabling and improving safety and functionality for hirers. Supports flexible event setups.	Pricing expected back April 4. One contractor has declined to price, so an alternate is being sought.
Roofing repairs	Essential for protecting the structural integrity of the building, preventing water ingress, and maintaining the long-term sustainability of the venue.	Sitting with contractors for pricing. Site inspection conducted March 28. Pricing will be based on the report commissioned by Council in 2020. Pricing expected April 4.
Upgrade to John Duncan room ceiling, operable wall and lighting	Enhances hirer, users and operators amenity, improving functionality and comfort for meetings and events	Sitting with contractors for pricing and conducting a site visit. Pricing expected April 4. Coordination with Terroir required to capture entire scope. Terroir attended site to review.
Northern Foyer reinstatement	Enhances natural lighting and refines the foyer's overall usability for visitors and event attendees while preserving the historical character of the building.	Works underway expected completion prior to end of Shape works.

Soft landscaping	Part of Eastern Wing finalisation and includes installation soft landscaping and supply.	Preferred contractor has provided price on the planting schedule with plants being supplied Council. The works include planting of supplied stock, mulching, stake, and tie trees. Quote has been verbally accepted and they have planned to commence works in June once Shape are offsite.
External and internal signage and wayfinding	Improves visitor experience by providing clear directional signage, ensuring accessibility compliance, and enhancing the overall aesthetic consistency of the venue.	Meeting held with wayfinding consultant – expect first draft of report on April 16 (pre-Easter). Discussed partial funding possibility through City Heart project due to interface with City Park.
AV Installation and upgrades	Provides state-of-the-art audiovisual capability to support modern event and conference requirements, enhancing usability for a diverse range of hirers	Final AV scope completed and feedback from Theatre North received. Tender documentation being drafted for release pre-Easter.
Heating & lighting for meeting rooms / offices / stairwell	NEW - Provides adequate climate control, ensuring a comfortable environment for hirers, staff, and guests. Improves visibility and safety for users accessing upper levels, reducing trip hazards.	Pricing received and on budget.
Commercial washing machine and dryer for dressing rooms	NEW - Provides laundry facilities for performers, supporting ongoing use of dressing rooms.	Proposed location advised by Theatre North. Architect reviewing to ensure electrical / water supply availability.
Deep cleaning	NEW - Ensures spaces are hygienic and presentable following construction and maintenance works.	Pricing received.

Compliance and maintenance of rigging / fly system on stage	NEW - Ensures operational safety of stage rigging, meeting compliance standards for performances.	Pricing received.
Fire curtain replacement	NEW - Ensures fire safety compliance and protection for stage performances and audience areas.	Pricing received, awaiting confirmation of delivery timeframes from specific supplier.
Repair / repaint internal brickwork and moldings	NEW - Restores historic architectural features and prevents deterioration of interior surfaces.	To be reviewed with Architect in the coming weeks to confirm the works proposed.
External pressure cleaning	NEW - Removes built-up dirt and grime, improving the building's appearance and preserving external surfaces from long-term deterioration. Enhances the presentation of the venue for visitors and events.	Initial pricing received and second pricing with contractor, expected by April 7.
Security upgrades to existing building area (includes alarm system, CCTV etc.)	NEW - Enhances safety, asset protection, and compliance with modern security standards.	Meeting Held with contractor, minor works only as Shape package appears to cover bulk of requirements. Expect this to fall with budget allowance
Repairs and maintenance on stage	NEW - Ensures stage remains safe and functional for performances and events.	Sitting with contractors for pricing, expected to be received by April 28.
Dance floor maintenance and replacement carpet	NEW - Extends lifespan of the dance floor and ensures a safe, high-quality surface.	Sitting with contractors for pricing, expected to be received by April 28.
Maintenance on Western entrance flooring	NEW - Essential for durability and presentation of the high-traffic entrance area.	Pricing received and on budget.

Reinstatement of kitchenette and bar area in John Duncan room	NEW - Supports catering and event requirements, enhancing the usability of the space.	Sitting with contractors for pricing and conducting a site visit on Tuesday. Pricing expected back April 4. Coordination with Terroir required to capture entire scope. Terroir attending site on Monday to review.
Appliances for kitchenette and bar area	NEW - Essential for event functionality, enabling food and beverage service within the facility.	Coordination with Terroir required to capture entire scope. Terroir attending site on Monday to review. Final confirmation of fit-out to be sent to Terroir on April 4.
Curtains for meeting rooms	NEW - Improves hirer and user amenity by enhancing acoustics, privacy and overall aesthetics.	Sitting with contractors for pricing, expected to be received by April 28.
Plating kitchen fit-out	NEW - Provides essential infrastructure for event caterers, ensuring efficiency in food service for large events.	Feedback on draft fit-out and appliance list received from large scale caterers and provided to Terroir for updated drawings / documentation.
Replacement and custom re-run of existing heritage carpet in the Great Hall, Foyer, and Balcony; carpet for meeting rooms, offices and stairwell	NEW - Preserves the historical character of the venue while ensuring durability and safety for high-traffic areas. The custom re-run maintains the heritage aesthetic, aligning with conservation principles while providing a functional upgrade.	Coordination with Terroir required to capture entire scope and heritage compliance. Will form part of Heritage exemption package.
Maintenance and painting for meeting rooms and offices	NEW - interior surfaces and enhances the professional presentation of spaces for users and hirers.	Sitting with contractors for pricing, expected to be received by April 28.
Great Hall and Stage repainting	NEW - Refreshes key event spaces, improving aesthetics and maintaining heritage integrity.	Sitting with contractors for pricing, expected to be received by April 28.

Great Hall windows, doors, frames, posts and rails repainting	NEW - Refreshes key event spaces, improving aesthetics and maintaining heritage integrity.	Sitting with contractors for pricing, expected to be received by April 28.
Project Management	NEW - Fee associated with managing the additional works package.	No change to budget.
New chairs for Main Hall and all hireable spaces	NEW - Previously excluded, but existing chairs are insufficient in quantity and unsuitable in condition for hirers.	FFE package with recommendations provided last week and currently being reviewed. Final selections to be provided by April 4. Terroir providing fabric recommendations within the week.
Furniture for Eastern Wing, meeting room, offices and dressing rooms	NEW - Previously excluded but necessary to furnish space for users and hirers, enhancing functionality.	FFE package with recommendations provided last week and currently being reviewed. Final selections to be provided by April 4. Terroir providing fabric recommendations within the week. Feedback sought from Theatre North.
External original Hall repairs, patch and painting	NEW - Essential for the maintenance and preservation of the historic exterior, ensuring long-term durability.	Sitting with contractors for pricing, expected to be received by April 28.

RISK IMPLICATIONS:

There are inherent risks associated with construction works, which are being monitored and managed by the project manager and Senior Leader.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The continued closure may have a perceived negative impact for some community members and users but it is anticipated this will be offset by the uplift in works planned to the original Albert Hall to preserve it for generations to come.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

1. To promote and enhance Launceston's rich heritage, culture and natural environment.

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

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

Focus Areas:

4. To ensure our suite of strategic planning initiatives are coordinated and representative of our community's needs and aspirations.

BUDGET AND FINANCIAL IMPLICATIONS:

Total budget approved by Council on 6 March 2205 of \$3,918,456 to finalise: Albert Hall Eastern Wing Construction (including elements of the Northern Foyer); and fund the Additional Works scoped for the original Albert Hall building (including elements of the Northern Foyer).

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20. DELIVERY AND PERFORMANCE

20.1. Quarterly Report - Delivery and Performance

FILE NO: SF0927

AUTHOR: Delivery and Performance Senior Leaders

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To receive a report about activities of Delivery and Performance between 1 January 2025 and 31 March 2025.

RELEVANT LEGISLATION:

Not Applicable.

RECOMMENDATION:

That Council:

1. receives the report noting the activities of Delivery and Performance for the period 1 January to 31 March 2025.
-

REPORT:

EXECUTIVE LEADER REPORT

In addition to the daily leadership tasks in the Delivery and Performance team, a number of other projects/matters were undertaken by the Executive Leader between the period 1 January to 31 March 2025. These included:

Council Workshops

- Update on the status of the Corporate Applications Replacement Program.
 - Present the findings from the Council Committee Review conducted in 2024.
 - The future of parking in Launceston, including technological advancements and the vision long term.
 - Draft 2025/2026 Budget and Annual Plan prior to public consultation.
 - Draft Fees and Charges for feedback and discussion.
 - Theatre North presented to Councillor on their vision for the Albert Hall during the Princess Theatre closure for the redevelopment.
 - Various lease presentations prior to Council decision
-

Specific meetings attended and projects undertaken

- Discussions with Theatre North around terms of proposed Management Agreement
- Part of the Albert Hall redevelopment steering committee.
- Attended the Safety Circle Steering Committee meeting.
- Attend the quarterly Audit Panel Committee meeting
- St Leonards Growth Area Infrastructure Funding Framework working group.
- Executive and Senior Leadership Team budget workshops.
- Attended the Local Government Technology Summit in Sydney. [08]
- Completed the Executive Leaders Program in South Australia (two visits in person) and online.
- Enterprise Agreement Negotiations pre-bargaining meetings with staff.
- Review of draft Strategic Plan prior to public consultation.
- Presented to visiting Ikeda delegation on the functions and activities of the Delivery & Performance team.
- Various policy and procedure reviews and updates.

SENIOR LEADER PEOPLE & CULTURE

People and Culture

Senior Leader

The Senior People and Culture has been guiding and supporting the People and Culture Team to progress agreed priorities as per their A3 Team Plans 24-25.

The Senior Leader People and Culture has also been working on progressing strategic projects including:

- Progressing plans with the EA Advisor for the upcoming Enterprise Agreement Negotiations including face to face consultation sessions across the whole organisation
- Working with the WHS Team to undertake the Drug and Alcohol Management in the Workplace Seriously Entertained Change (SEC)
- Working with the HR Team on the Reclassification and Remuneration Strategy project
- Guiding the OD Team to implement our brand new Learning Management System (LMS).

In addition to this the Senior Leader People and Culture has also been guiding the WHS, OD and HR Teams in their BAU work, special projects and improvement initiatives to improve the employee experience and our workplace culture.

Human Resources Team

The HR Team have undertaken the following Team Plan projects in the last quarter:

Policy and Procedure Reviews

The HR Team is working with the Senior Leader People and Culture to review and implement the following policies and procedures:

- Probation
- Major Workplace Change
- Code of Conduct
- Workplace Behaviours
- Disciplinary Policy
- Relocation Policy
- Right to Disconnect

Developing New Approaches

The HR Team has been working on new approaches to ensure compliance with relevant Acts, legislation, and regulations, including:

- Child and Youth Safe Act
- Sexual and Gender Harassment Code of Practice
- Psychological Safety

Enhancements to existing policy / procedures include:

- Employing Visa holders
- Streamlined People Insights reporting processes to achieve efficiencies
- 2025 Performance and Development Discussion process
- Employee Probation

Careers Days

The HR Team partnered with Starting Point Ravenswood Neighborhood House to host the Skills to Thrive program on 7 March 2025. The event, held at the Launceston Leisure and Aquatic Centre, featured approximately 10 participants who learned about career opportunities at the Aquatic Centre through discussions with leaders from the facility.

Recruitment Benchmarking

The HR Team has commenced a benchmarking process with other Councils and government organisations to examine their recruitment and selection practices. Through face-to-face meetings, phone calls, and emails, the goal is to identify best practices and pinpoint areas for improvement in our own recruitment and selection processes.

Recruitment Interview Experience Trial

A trial is underway to modify the recruitment interview experience. The 3-month trial includes providing candidates with interview questions in advance and encouraging a smart-casual dress code for interviews. At the trial's conclusion, feedback will be gathered from both applicants and hiring leaders via surveys to evaluate the effectiveness and

impact of these changes. This will inform the enhancements we will make to our recruitment and selection process.

Seriously Entertained Change (SEC)

The HR Team supported the successful launch of the SEC - Future Direction initiative on 13 January 2025.

Workplace Health and Safety (WHS) Team

PCBU and WHS Committee Meetings

- 1 Facilitation of WHS Committee Meetings
- 1 Facilitation of PCBU meetings

Policy and Procedure Reviews

- 31 document reviews/ additional documents. Including:
 - Asbestos Management High Level Procedure Update
 - New wellbeing action tool, replacing the existing self-care plan
 - Various initiatives to promote "Speak Up" month
 - Smokefree Workplace

Seriously Entertained Change

The WHS Team are facilitating a seriously entertained change relating to Drug and Alcohol Management in the Workplace.

Organisational Development (OD) Team

The OD Team have undertaken the following business as usual work and Team Plan priorities during the last quarter:

City of Launceston Values

- Our City of Launceston's Values remain at the core of our planning and daily operations. Activities include:
 - Values in Action nomination form updated to reflect the new Organisational Structure
 - New Values Posters with images of 'We Go Home Safe and Well' have been created, and we are in the process of distributing these across the organisation
 - Creating organisational awareness and reminders on how to acknowledge Values in action with a focus on We Go Home Safe and Well. This will be communicated via internal media platforms and face-to-face updates at toolbox meetings
 - City of Launceston employees can nominate their colleagues for Values Recognition cards when they notice that they are living Our Values. This quarter, we have distributed 51 Values recognitions in total over the following Values:

- o Values recognition:
 - o Our People Matter: 30
 - o We Bring an open Mind: 4
 - o We Care About our Community: 13
 - o We Go Home Safe and Well: 4

DiSC Profiles and Engagement

- DiSC is a framework that helps our people understand different personality styles and how they influence our behaviour and interactions. Understanding DiSC and styles of others can improve communication, enhance teamwork, and foster more effective interactions in a professional setting.
 - o 45 invitations to complete a DiSC report were sent, and 29 people have completed these their DiSC profile and reports.
 - o The OD Team has developed and are implementing an Introduction to DiSC session that will be delivered to all new employees within two months of their starting date. This will ensure new employees understand to our key methodologies and commonly used language

Employee Development Framework and Training Program

- Designed, planned, and implemented training and development initiatives that are focused on enhancing corporate knowledge and capability while aligning with the Employment Development Framework (EDF) and meeting our compliance requirements.

Compliance Training

- During the last quarter, the OD Team arranged the delivery of the following compliance training and development initiatives with a focus being on continuing to establish a centralised training system. Training as follows:
 - o Elevated Work Platform [High Risk] Competency & License: 2
 - o Articulated Haul (Dump) Truck: 1
 - o Civil Construction Dozer Operations: 1
 - o Civil Construction Wheeled Front End Loader: 1
 - o Civil Construction Excavator: 1
 - o Self-propelled Compactor Operations: 1
 - o Plant Management in Nurseries & Garden Centre's Skill Set: 1
 - o Work Safely in Construction [White Card]: 2
 - o Working with Vulnerable People: 8
 - o DECYP "Compulsory: Your Obligations": 14

Organisational Compliance Framework Update

- The Organisational Development Team is investigating how the reporting capabilities in Adobe Management (our new Learning Management System) will allow for a more streamlined approach to managing our expired compliance training information and its dashboard functionality to assist leaders in viewing current

status of their people's development and training cycles. We are focused on developing the following tools to assist in managing our compliance training:

- Training needs analysis relevant to Position Descriptions and key tasks and activities
- Creation of a self-registration process to reduce administration handling by the OD Team and front-loading participants with information
- Establishing a Preferred Training Provider Matrix

Corporate Training

The following corporate training was completed for participants this quarter:

- Adobe Captivate Training: 4
- Environmental Risk & Sustainability: (Strategic) 16
- Evacuation Centre Training and Exercise: 17
- Excel Training: 4
- Introduction to DiSC: 24
- Induction Tour of Facilities: 8
- Safety Circle Essentials: 67
- Team Leaders Quarterly Forum: Child Youth Safe Organisation Framework: 39

Child and Youth Safe Framework

- In line with Standard 7 of the Child and Youth Safe Standards Tasmania. The Organisational Development Team has commenced building a training framework to support the delivery of knowledge, skills, and awareness through education and training. The scaffolded training program ensures that the organisation including our elected members receive baseline knowledge as a foundational step to more effective and complex training depending on your role and position within the organisation. the organisation has partnered with Laurel House, Child Safe Australia to create a training program delivered face-to-face, e-learning, and self-paced online modules that covers a range of training such as:
 - Awareness training via Laurel House:
 - A brief overview of why this change is necessary
 - Summary of the Child and Youth Safe Organisations Framework and the standards
 - About Laurel House and the services they provide
 - Myths and stereotypes related to sexual violence
 - Prevalence of child sexual abuse
 - Impacts of child sexual abuse
 - Understanding trauma
 - How to respond to disclosures of sexual harm in a trauma-informed way
 - Self-care
- Child Safe Australia provides both on-line and face-to-face training over four core training modules. Training level 2,3, and 4 step up in complexity and provide participant with the following training:
 - Incident response and reporting
 - Abuse disclosure and reporting to authorities
 - Analyse and evaluate safety risk

- Safety and activity plans
- Setting up a safety culture
- Child and safety reviews
- Organisational-specific policies and procedure

The OD Team is working with Child Safe Australia and adjusting some training content to ensure the training is fit for purpose.

Leadership and Development Training

The following Leadership and Development Training has been completed in the quarter and includes an outline of upcoming initiatives:

- Local Government Management Challenge 2025: 14 participants and 2 mentors (2 teams)
- Diploma in Local Government for Senior Leaders: 12 (this training is ongoing)
- Essentials of Engagement Certificate through IAP2: 22

Diploma of Local Government

- The Senior Leadership Team has progressed well with their course and concluded all the Core Units of the Diploma during the first quarter of 2025.
- During this period, the SLT has worked with various facilitators and guest speakers and collaborated as a group by reviewing the Organisation's policies, systems and procedures, putting in practice the knowledge acquired and making the learnings applicable to their current roles. The 16 participants are now moving to the Elective units of the program during the second quarter of the year.

Local Government Management Challenge

- The City of Launceston is participating in the State Local Government Management Challenge 2025 and has registered two teams (14 participants) who are supported by two of our Senior Leadership Team members as their mentors. The challenge has commenced with a pre-challenge activity due on the 7th May 2025. The challenge day will be held at the Tailrace Centre on the 14th May 2025. The successful teams will participate in national challenges. The challenge provides participants who have been nominated by their respective leaders the following opportunities:
 - Professional Development
 - Team Building
 - Organisational Culture Improvement
 - Leadership Development
 - Networking
 - Recognition and Advancement

Learning Management System

- The Organisational Development Team has commenced the integration of the new Learning Management System with internal Corporate Applications and the review of learning modules content.
- The project is progressing well, with most tasks on track and some nearing completion.
- To enable successful progress of the project, the Organisational Development Team has engaged Adobe's Launch Advisory Team through weekly meetings to achieve milestones for customisation and integration.
- Internal stakeholders have also been engaged in the project, including the Corporate Applications Team, Technology and Information Services Team, Communications Team, Work Health and Safety Team, and Human Resources Team. These stakeholders have been essential in system integration, content production, and maintaining branding integrity.
- The team has planned and commenced the next stages of the Learning Management System implementation by using project and change management practices to:
 - Phase 1:
 - Review e-learning modules content
 - Production of updated learning modules
 - System testing
 - Admin user training
 - Phase 2 and 3:
 - Planning next stages of post-implementation, with a focus on innovation and exploring other features of the platform, such as:
 - Advanced reporting;
 - A customised mobile app;
 - Development of new content, including relevant policies;
 - Gamification and social learning features.

Emerging Leaders Program Update (Leda)

- The Leda Leadership Program will officially launch on 28 May 2025 and run through to June 2026, supporting ten emerging leaders across the organisation. The pre-program phase is nearing completion, with participants confirmed, logistics in place, and communications underway. Participant engagement will begin mid-April with a welcome message, followed by an official welcome letter and additional support provided via Teams with the Leda mentor.
- The program includes monthly online learning journeys, group sessions, mentor meetings, and four City of Launceston-specific experiences designed to reinforce key themes. These internal sessions will focus on real-world leadership practice

and alignment with organisational values. A flexible program timeline and communication plan are in place, allowing us to adapt and respond to participant feedback throughout the 12-month journey.

Induction and Onboarding Initiatives

The Organisational Development Team is continuing to enhance the induction and onboarding experience for new starters at the City of Launceston. Recent improvements include:

- Introduction to DiSC Workshop
In addition to inviting new employees to complete their DiSC assessment, we are now offering a two-hour, interactive *Introduction to DiSC* workshop. This session is designed to build self-awareness, strengthen communication skills, and encourage effective teamwork from the early stages of employment.
- Morning Tea with ELT
In collaboration with the CEO, we are introducing a *Morning Tea with Executive Leadership Team* session for new starters. This initiative supports the induction checklist requirement of meeting ELT members, providing a more relaxed and welcoming environment for connection.

As a result, new starters across the organisation will now receive the following face-to-face engagement as part of their induction:

- An Induction Tour of key facilities
- An invitation to complete a DiSC assessment and attend the Introduction to DiSC workshop
- An invitation to attend a Morning Tea with ELT

SENIOR LEADER GOVERNANCE

Procurement

Request for Tenders ("RFT'S) and Request for Quotes

In collaboration with various departments within the Council there have been 7 Requests for Tender ("RFT's") prepared and executed and 3 Requests for Quotation ("RFQ's").

All RFT's and the majority of RFQ's were issued via the Tenderlink Website and monitored for procedural compliance including numerous Tender Addendum's responding to Tenderers questions on various projects.

Service Contracts

With an extra resource within the Procurement team, they have been able to focus on identifying and updating current service contracts within the organisation. A number of

new agreements will be in place over the next quarter. This will secure pricing on particular services for a number of years, enabling teams to budget more clearly into the future.

New and Re-Activated Suppliers

Approximately 67 New and Re-Activated suppliers have been processed this quarter. This is an increase of 9 from the previous quarter.

Governance

Risk

The Enterprise Risk Management Framework has been accepted by the Senior Leadership Team, and we are considering minor changes suggested by the Audit Panel. Introduction to the new framework has commenced which included working through a risk assessment and entering the risk into the team risk register. We have had further risk related queries from across the organisation and continue to be actively engaged for specific risk assessments by building assets and investigations, environmental health and infrastructure and engineering.

We have work closely with sustainability and Northern Tasmania Alliance for Resilient Councils (NTARC) to present the climate adaptation plan to the senior leadership team and a working group will now be established to finalise within Council.

Policy

A dedicated resource to assist with policy creation and revision commenced in the Governance team in March 2025. A new policy framework is being finalised to support this role. Governance policies currently under development include a new Dispute Resolution Policy to establish the principles and procedures to manage disputes and fulfil legislative obligations under the Local Government Code of Conduct in accordance with *Local Government Act 1993* Section 28JA and the *Local Government (General) Regulations 2015*, and a review of the Councillor Expenses and Resources Policy 14-Plx-016 in consideration of Schedule 5 of the *Local Government Act 1993*. These policies will be presented to Council for adoption at a future Council meeting.

Insurance

The quarter saw us complete the annual insurance renewal, the basis on which our broker will negotiate the terms of our various policies for 2025/26. A renewal report summarising the broker's recommendations for insurance cover will be issued in late June and Council is required to confirm placement prior to the current policies expiring on 30 June 2025.

We currently have 2 over excess claims in with our property insurer, one for the Gorge fire and one for the damage sustained to the gate at Princes Square.

Under excess claim statistics are captured in the Key Statistics – Delivery & Performance table below.

Legal Services

In the first quarter of 2025, the Legal Services team have:

- Facilitated the granting of seven leases to community groups
- Assisted in the finalisation of the interface agreement with TasRail
- Assisted in the development of community grant funding documentation
- Secured updated delegations to reflect structural changes to the City of Launceston's organisational structure

Emergency Management

First Basin Cataract Gorge Fire

On Friday 7 March a fire broke out in the Cataract Gorge. The fire burnt for a number of days, burning over 2 hectares with the Tasmania Fire Service used aircraft to water bomb the fire due to falling rocks and dangerous conditions to firefighters. CoL crews closed access to the first basin track from the Alexander bridge through to Duck Reach, these track closures remained in place for a week. The fire has resulted in substantial damage to the area by undermining ground stability causing rock falls. Drone surveys indicated that the fire has damaged bridges, fencing and undermined rock walls which has resulted in a large part of the tracks needing repair. At this stage the area is still unable to be accessed due to ground instability and the possibility of rock falls. Contractors have been engaged to assess the impact and scope the works required to make the area safe so it can be re-opened to the public. The section of track between the Alexander Bridge and the Sentinel lookout remain closed and will so for some months.

Launceston Flood Recovery Planning Project

This project aims to lessen the impacts of flood disasters on the community by enhancing the understanding of recovery best practice processes that support the community, recovery partners and wider community. To date the project has established the Flood Recovery Steering Committee and the Community Flood Recovery Advisory Group. Unfortunately, the project has been on hold for a number of months due to the resignation of the project officer, however, will re-commence with a focus on community recovery over the coming months.

Emergency Preparedness Stall

On Sunday 16 March, the Emergency Management Team, with assistance from Environmental Health Officers, held a pop-up emergency preparedness stall at the St Patricks River District Day held at the Nunamara Hall. As well as making available a range of resources to assist people with their own emergency preparations, we also surveyed members of the community to learn about their experiences during the severe weather event and subsequent extended power outages that occurred in August/September last year. The community was pleased to have us there and we had some really valuable conversations.

SENIOR LEADER FINANCE

The finance team completed a move to our new office location, including moving out of and cleaning up the previous office area which we had occupied for over 30 years.

Receivables Team

We issued 20,807 instalment three notice reminders, followed by 3,337 final notices, a total of 24,144 rates notices issued either electronically or hard copy. We issued 1,165 council certificates, 764 Certificate of Liabilities (132) and 401 Council Land Information Certificates (337). We processed 577 property ownership transfers, we also processed 43 applications for new garbage bins and 473 changes to existing bins including damaged (299), stolen (110), change in size (47) and swallowed by truck (17). We issued 1,291 sundry debtor invoices with a total value of \$4,871,253 and receipted associated payments for \$3,707,911. We also completed an internal audit of our processes around rates and recruited 1 Senior Rates Officer.

Payables Team

For the quarter we processed 6 regular fortnightly payroll payments at a total value of \$10,306,782.45 for 647 employees and paid \$1,422,533.01 to 55 different superannuation funds. We claimed \$7,769 in wage subsidies and \$4,063 in payroll tax rebates for apprentices and trainees. We made 13 creditor payments, made up of 2,410 supplier payments totaling \$32,807,000.42 for 5473 invoices we received. We held 20 payroll inductions for new employees and created 94 new suppliers in our creditors system.

We also completed the recruitment of 1 payroll officer and commenced a change in our accounts payable payment cycle, including the development and implementation of a communications strategy.

Accounting Team

The Accounting team continued our annual budgeting process, meeting with individual and leadership teams to review and refine budget estimates. We finalised our Statutory Estimates ahead of their release for public consultation on 2 April.

We processed the capitalisation of 88 assets valued at \$3,645,561.50, recognised a further 33 assets contributed to council valued at \$1,059,541.94 and disposed of 94 assets with a combined written down value of \$593,311.92. We also processed 14 amendments to our budget.

We prepared three monthly reports of financial performance for council meetings and one quarterly analysis and commentary on financial statements for the audit panel. We also completed the Australian Bureau of Statistics quarterly Engineering Construction Survey in January 2025.

On financial management, we obtained GST refunds close to \$1.5 million from the ATO. In this quarter, we had \$26.7 million term deposit matured and rolled over. Total interest earned is over \$660k for the quarter.

SENIOR LEADER HEALTH & COMPLIANCE

Compliance Team

The past quarter has seen an exciting volume of projects covering the city/ suburban and country-built environment, including but not limited to residential, commercial, use, displaced retaining walls, largely all under the legislative framework of the *Building Act 2016*, *Building Regulations 2016*, *Land Use Planning and Approvals Act 1993*, *Urban Drainage Act 2013* and the *Monetary Penalties Enforcement Act 2005*.

Our referrals are derived from a wide range of sources, whether from external or internal constituents, subject to investigative outcome, illegal works/ use remains as the constant in the enforcement space.

Regulations

Fire season involved a large body of work for the Regulations team which saw the team conduct 205 fire hazard, onsite, inspections across the municipality resulting in 82 abatements being issued to offending properties.

Health and Regulations

Recreational water sampling is finished for the summer season, with 81 samples taken at the four primary contact sites: First Basin, Waverley Lake, Corra Linn and St Leonards Picnic Ground. We are assisting with the upgrade to signage at Waverley Lake. Department of Health implemented a new statewide immunisation program. This has resulted in the requirement for staff training and process changes to run our community clinics, school program and online booking system. The program has just been rolled out to the community and schools.

Environmental Health

The past quarter has seen team assist the Department of Health (DoH) on several outbreak investigations that posed a public health risk. We collected samples of soft serve ice cream for the DoH as they sought to understand compliance statistics and educate businesses on their food handling requirements.

The team is collaborating with the Northern Regional Fire Department, the EPA and the Police on a joint initiative to work together to proactively identify illegal dumping and high risk properties for fire activities. The first project coming into fruition where we will work together to remove unsightly items to reduce risks to the neighbouring properties. The team attended some professional development opportunities focused on Environmental Health legislation, wastewater systems, and safety in public events (which links to the team issuing Place of Assembly licences).

Jordan Smith joined our team in March as an EHO - very exciting times for our team as Jordan studies to become an EHO, building our team resources and capacity to work towards our legislative requirements.

Parking Operations

Parking Operations is developing a plan to upgrade all City of Launceston multi-storey car parks with a licence plate recognition (LPR) system. A proof-of-concept rollout will commence with two sites before expanding across all sites, and potentially to open-air facilities. This new ticketless system will streamline the user experience by eliminating unnecessary touchpoints. LPR integration with the EasyPark platform will support automatic entry and exit for registered users, while non-app users can pay at a station using their registration number. Enhanced tech support and system reliability will allow us to explore options for extended operating hours.

LPR Efficiency in Outskirts Patrols

The AeroRanger LPR system trial in the Outskirts vehicle has concluded successfully and is ready to go live. The platform enables officers to check time-limited zones by simply driving past, drastically reducing patrol time from hours to minutes.

Staff Safety and Wellbeing

Parking Officers continue to face elevated abuse and threats, particularly in the CBD. In response, rostering has been adjusted to minimise exposure, and a group communication app now enables officers to share incident alerts and provide peer support in real-time.

Customer Service Requests (CSRs)

Parking Officers continue to respond to a wide range of customer service requests across all areas of operations. In this quarter:

- Foot Patrol Officers attended, investigated, and resolved 81 CSRs
- Outskirts Team attended, investigated, and resolved 224 CSRs

Parking Payment Trends

Customer payment behaviour continues to move strongly toward digital and app-based options.

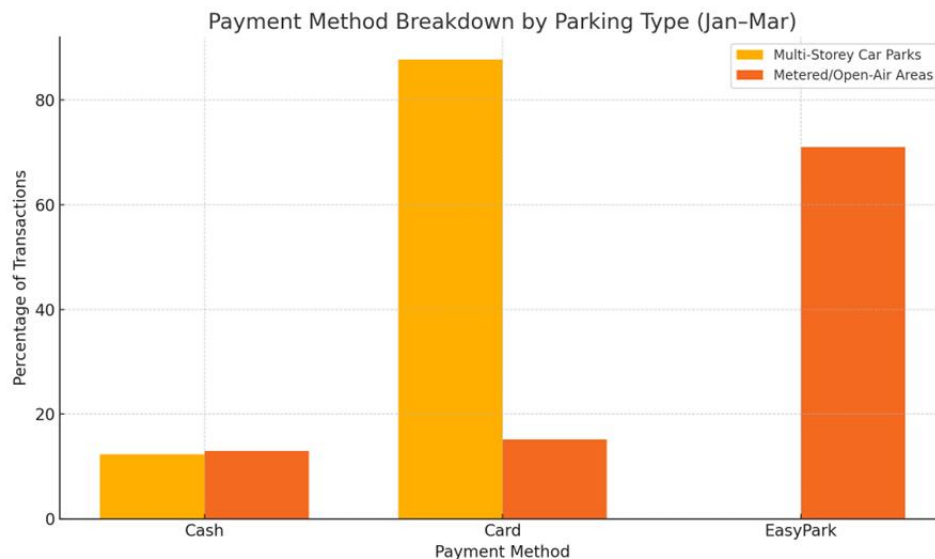
Multi-Storey Car Parks (cash + card only):

- Total unique visitors: 104,467
- Total revenue: \$516,706.40
- Card payments: 87.7%
- Cash payments: 12.3%

Metered & Open-Air Car Parks (cash, card + EasyPark):

- Total transactions: 507,183
- Total revenue: \$1,286,921.13
- EasyPark App: 71%
- Card payments: 15.19%
- Cash payments: 13%

This trend demonstrates the community's increasing preference for digital transactions, reinforcing the relevance of future-forward infrastructure upgrades.



SENIOR LEADER TECHNOLOGY & INFORMATION SERVICES

Projects

Seriously Entertained Change

As part of the Seriously Entertaining Change - Future Direction process, we were required to make significant changes to the Corporate Directory in Property & Rating. This involved removing all old Directorates/Networks (e.g. Organisational Services Network), Programs/Teams (e.g. OSN Technology and Information Services) and Work areas/Functional Teams (e.g. OSN Corporate Applications) and rebuild the structure from scratch. New workgroups were required to be created and documented to allow users to correctly access and process Applications and Customer Service Requests whilst removing no longer required workgroups. We have also started the process of auditing access to workgroups and removing legacy workgroups as they continue to filter out active application/requests that are no longer required. The process also involved updating a plethora of backend processes, references to old Networks, Functional Teams, Work Areas or Work Groups and request templates to the new structure. Finally, thousands of records, in different sets, have been updated to reflect the new structure.

Learning Management System Migration

We are currently working with the People and Culture Team to migrate our existing Learning Management system from our current provider MindAtlas to Adobe's cloud LMS solution. The Adobe solution meets Councils' growing requirements in the Learning Management area. We are presently in the early stages of migration and soon to be testing various elements of the solution.

Bookable - Phase 2

We have completed the implementation of the Road Safety Centre (Bike Centre) in Bookable, ready to go live when the centre reopens in mid-April. For the first time in Bookable, this new venue sees the introduction of remote access controls via integration with Gallagher (Access Control security at the venue). This will mean a much-improved customer experience where members of our community can browse availability, book and

pay online and receive their 6-digit access code (for use with the Gallagher Access Control at the gate of the venue) via email which will be valid for the duration of their booking. Work has also begun on the next round of additions in Bookable e.g. Mobile Food Van Locations and Sports Grounds.

Reportable Complaints

It is a legislative requirement the Chief Executive Officer reports to Council at least once a year about the number and nature of complaints received by City of Launceston. Complaint reporting captures those complaints that are registered as Reportable Complaints in ECM and those recognised as Reportable Complaints with our CRM system. We have been working with Customer Service, Information Services and Nathan Williams, Executive Leader Delivery and Performance, towards combining the datasets to produce a scheduled report based on requirements.

ECM Migration to ELO Digital

We have been working with ELO Digital for some time to migrate ECM to the ELO Digital platform. We are at the stage of data migration and integrations planning, including what to migrate and how, along with deciding the file structure, permissions associated with the file structure, security permissions and information retentions.

Road Occupy Permit Application

We have completed our ORPR (Occupy Road, Park or Public Reserve Permits) project with the Infrastructure and Engineering, Road Transport Team. The ORPR project was designed to regulate the authorisation and permitting around a 3rd party occupying a Council Road, Park or Public Reserve for a variety of purposes. The business process has been built with our technology One Property Event Management system allowing the process to be seamlessly integrated and managed by multiple internal departments, minimising issues, expediting the end-to-end process, including invoicing and permit allocation. The team can view, report and measure performance from the events contained throughout the process.

Windows 11 Standard Operating Environment

Work is ongoing on building the next council PC Operating Environment with the focus on security and simplicity. The current Windows 10 operating environment will be unsupported at the end of 2025.

UTAS Stadium Transfer

With the impending transfer date in sight, the team have been working with Stadiums Tasmania to transfer the staff and relevant data over to the new IT system. The team have also been training the IT vendor tasked with supporting the stadium how to support game day activities ensuring.

Project Ignite

The Corporate Application Replacement Project (CARP) has been renamed and has transitioned to a new project focusing on reducing risk to Council by replacing outdated legacy applications. The project team is working on developing a business case that will define the project objectives and formalise the implementation priority of core and ancillary applications that reduce risk and improve efficiencies for Council. This project will see Council working with a range of internal and external stakeholders and is expected to be completed in 2027.

KEY STATISTICS – DELIVERY & PERFORMANCE

Item	This quarter	Last quarter	% change (compared to last quarter)
Customer Service Requests (CSRs)			
CSRs – Open <90 days	6330	3866	63.73% ↑
CSRs – Open >90 days	401	1380	70.94% ↓
CSRs - New	7851	6141	27.84% ↑
CSRs – Closed	6039	5247	15.09% ↑
Governance			
Tenders presented to Council <ul style="list-style-type: none"> Number Value 	4 \$1,787,943 plus Architecture fees only percentage scale on project value for NTCA Masterplan CD049/2024		
Insurance claims <ul style="list-style-type: none"> Customer Service Requests <ul style="list-style-type: none"> Property Personal Claims received Claims finalised Claims flagged with Insurer 	43 68 6 8 2	33 61 7 6 4	30.30% ↑ 11.48% ↑ 14.28% ↓ 33.33% ↑ 50.00% ↓

People & Culture			
Recruitments	52	37	40.54% ↑
- External Appointments	27	21	28.57% ↑
- Internal Appointments	25	16	56.25 ↑
Employee Induction Checklists (1 January to 31 March)			
- Total Inductions due	16	36	55.56% ↓
- Completed Inductions	4	26	84.62% ↓
- Incomplete Inductions	12	10	20.00%↑
Position Evaluations (Mercer Reports) Completed	17	25	32.00% ↓
Employee Departures	14	25	44.00% ↓
Exit Interviews	6	4	50.00% Increase in Participation
Employee Investigations Commenced	4	4	-
Employee Matters Ongoing	14		
Employee Matters Resolved	14		
Workers Compensation Claims			
- Active Claims	13		
- Closed Claims	6		
Safety Circle Sessions Completed	7	3	133.33% ↑
- Number of attendants	68	32	112.5% ↑
Safety Bulletins, Alerts and Publications			
- Safety Bulletins and Alerts	2	4	50.00% ↓
- Safety News Publications	3	3	-
Audits and Inspections			
- External Audit	1		
- WHS Audits/Inspections	2		
- HSR Workplace Inspections	26		
- Documented Site Interactions	50		
Incident Investigations Completed	5	4	25.00% ↑
Incident Investigations in Progress	9	3	200.00% ↑
Risk Assessments on teams/events	5	4	25.00% ↑
Values Recognitions			
- Our People Matter	30	19	57.89% ↑
- We Bring an Open Mind	4	4	-
- We Care About our Community	13	26	50.00% ↓
- We Go Home Safe and Well	4	2	100.00% ↑
Compliance Training Delivered	32		
Corporate Training Completed	179	357	49.86% ↓

Health & Compliance			
Building (RBG) requests			
– Received	45		
– Satisfied	36		
Planning (RPL) requests			
– Received	26		
– Satisfied	26		
Plumbing (RPD) requests			
– Received	18		
– Satisfied	17		
Building and Plumbing Enforcements			
– Issued	15		
– Satisfied	3		
Plumbing Permits	97		
Planning Enforcements (PLE's) satisfied	5		
Plumbing only permits issued	13		
Abatements Issued	82		
Dog Attacks	33		
Nuisance and Stray Dogs	50		
Barking Dog Complaints	53		
Immunisations provided	219		
School Immunisations Provided	87		
Development and Building Applications	85		
337 Referrals Processed	406		
Food Applications	57		
Public Events applications processed	12		
Places of Assembly applications processed	3		
Food business inspections completed	130		
Customer Service enquiries investigated by Environmental Health	307		
CSR's resolved by Foot Patrol Parking Officers	81		
CSR's resolved by Outskirts Team Parking Officers	224		
Technology & Information Services			
Total number of IT Tickets closed	2649	3095	14.41% ↓
Total Number of end-user tickets	1773	1581	12.14% ↑
Total Number of end-user tickets via phone	274	279	1.79% ↓
Knowledge base articles created and reviewed	64	50	28.00%↑
Total number of Sentinel incidents reviewed, actioned and closed	543	New Metric	
High Severity Sentinel incidents reviewed, actioned and closed	137	New Metric	
Medium Severity Sentinel incidents reviewed, actioned and closed	26	New Metric	

Low Severity Sentinel incidents reviewed, actioned and closed	19	New Metric	
Informational Sentinel incidents reviewed, actioned and closed	36	New Metric	
Number of Devices Deployed	20	53	62.26% ↓
Number of Emails through contactus@launceston.tas.gov.au	4887	1257	288.78% ↑
Information Services Enquiries	459	122	276.23% ↑
Documents registered into ECM	2711	819	231.01% ↑
Mail Opened	1606	555	189.37% ↑
Mail Posted	13561	4129	228.43% ↑
Files Culled	892	376	137.23% ↑

Workshops

Delivery & Performance workshops presented this quarter (earliest > latest):

1. Council Committees and Membership
2. CARP (Corporate Application Replacement Program) Update
3. Parking: By-Law No.2 of 2023, Fees & Charges, Operational Matters
4. Theatre North Presentation
5. Annual Plan and Budget 2025/2026 Update
6. Parklands Parade
7. Gorge Restaurant, Basin Cafe and Albert Hall Cafe Leases
8. Basin Charilift Redevelopment
9. Councillor Consultation Re: Proposed amendments to Local Government (Meeting Regulations) 2015 TAS & Local Government (General) Regulations TAS 2015
10. Councillor Consultation Re: Upcoming LGAT General Meeting inc. Revised Draft Land Use Planning and Approvals (Development Assessment Panels) Bill 2025
11. Annual Plan and Budget 2025/2026
12. Theatre North

Policy updates

Policies which have been approved by Council, ELT, SLT

1. Credit Card Policy (12-PI-005)
2. Issue Resolution Policy

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 Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.

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

20.2. 2024/2025 Budget - Budget Amendments

FILE NO: SF6817/SF7334

AUTHOR: Samuel Kelty (Senior Leader Finance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

For Council to:

1. consider changes to the Council's 2024/2025 Statutory Estimates.

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

2. consider adjustments made from 1 March 2025 to 31 March 2025 by the Chief Executive Officer to the 2024/2025 Budget.

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 2024/2025 Statutory Estimates:
 - (a) Revenue
 - i. the net increase in revenue from external grants and contributions of \$8,120.
 - (b) Expenses
 - i. the net increase in operations expenditure of \$25,588.
 - (c) Capital Works Expenditure
 - i. the increase in the Council's funded expenditure of \$3,900,988.
 2. notes that amendments from Recommendation 1. result in:
 - (a) the operating deficit being amended to \$948,309 (including capital grants of \$19,178,656 and other adjustments of \$5,000,000) for 2024/2025.
 - (b) the capital budget being increased to \$47,150,154 for 2024/2025.
 3. pursuant to section 82(7) of the *Local Government Act 1993* (Tas), receives the Chief Executive Officer's report on adjustments to the 2024/2025 budget for the period 1 March 2025 to 31 March 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 01/07/2024	(3,065)	26,911
Adjustments Approved by Council to 28/02/2025	16,313	16,338
Balance Previously Advised as at 28/02/2025	13,248	43,249
<u>Amendments</u>		
Additional Council Funds	0	3,918
Capital to Operations	(50)	(50)
Operations to Capital	33	33
Operations	8	0
External Funds	(8)	0
External Funds Not Received	0	0
Statutory Budget as at 31/03/2025	13,231	47,150
Deduct Capital Grants and Contributions	(19,179)	
Deduct Tamar Estuary River Health Action Plan	5,000	
Underlying Operating Budget Surplus/(Deficit)	(948)	

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 item was approved in Closed Council, in accordance with regulations 15(2)(b) and 15(2)(f) of Local Government (Meeting Procedures) Regulations 2015, and now require budget amendment approval ratify previous Council decisions that have now been successfully transacted:

Project Number	Project Description	Current Approved Amount	Additional Budget Required	New Budget
CP24140	Albert Hall Upgrade and Refurbishment	\$17,295,993	\$3,918,456	\$21,214,449
	TOTALS	\$17,295,993	\$3,918,456	\$21,214,449

The project scope of works:

An additional council investment of \$3,918,456 was voted in during the Closed Council Meeting on 6 March 2025 from Council reserves to finalise Albert Hall Eastern Wing Construction (including elements of the Northern Foyer); and fund the Additional Works scoped for the original Albert Hall building (including elements of the Northern Foyer). Additional works planned include:

- Audio-Visual Installations and Upgrades to meet modern standards for programming and events.
- Fire Compliance upgrades for safety
- Electrical Box Upgrades in the Great Hall to accommodate advanced event needs.
- Roofing Repairs to preserve the building's structural integrity.
- Upgrades to the John Duncan Room, including ceiling work, operable walls, and lighting.
- Northern Foyer Reinstatement for improved flow and function.
- Heating and Lighting updates for meeting rooms, offices, and stairwells.
- New Signage and Wayfinding Systems for easier navigation of the venue.
- Rigging and Fly System Maintenance on stage to comply with performance requirements.
- Internal Repairs and Repainting to maintain the Hall's historic charm.
- External Cleaning of the building's facade.
- Security Upgrades
- Stage Repairs and Dance Floor Maintenance, including replacement or refurbishment of carpet and flooring.
- Reinstatement of Kitchenette and Bar Areas in the John Duncan Room, including the installation of new appliances.
- Fire Curtain Replacement for compliance in the performance space.
- Plating Kitchen Fit-out to support catering needs.
- Repainting of the Great Hall interior and stage to preserve the visual appeal of the venue.

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24666	QVMAG Minor Exhibition Hardware 24/25	\$50,000	\$50,000	\$0	\$0
GL10.0.4050.1000.61005	QVT Executive – Expert Advice	\$20,000	\$0	\$50,000	\$70,000
	TOTALS	\$70,000	\$50,000	\$50,000	\$70,000

The project scope of works:

Due to the development of a Stream One Regional Precincts Partnership Program(RPPP) grant submission to meet the strategic developments of the Inveresk Community, Cultural, Creative Precinct and the Collections Discovery Centre, specifically in the receiving RPPP funding to undertake the comprehensive master planning of the identified projects, in addition to progressing the Transition of Governance project and the establishment of QVMAG Ltd, funding is required to engage external specialist in the areas of corporation law, RPPP submission and architectural support. The engagement of these specialists will ensure we meet our legislative requirements in the development of QVMAG Ltd and in meeting the requirements of the Commonwealth's RPPP submission guidelines.

Capital to Operations	Operations	Capital
QVT Executive – Expert Advice	\$50,000	(\$50,000)
TOTAL	\$50,000	(\$50,000)

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OP22532	I&E Stormwater Management	\$443,138	\$32,532	\$0	\$410,606
CP24577	Stormwater Main Renewal 23/24	\$425,000	\$0	\$32,532	\$457,532
	TOTALS	\$868,138	\$32,532	\$32,532	\$868,138

The project scope of works:

Replacement of compromised pipework which was at risk of collapsing within a busy road reserve was indicated as an urgent project and thus could not be accommodated in the scheduled renewal program. The replacement of this pipework was scheduled to align with planned roadworks, saving costs to Council and maintaining Council's reputation, whilst limiting inconvenience and access restrictions to the public.

Operations to Capital	Operations	Capital
Stormwater Renewal 23/24	(\$32,532)	\$32,532
TOTAL	(\$32,532)	\$32,532

1(d) 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
GL10.0.8055. 1000.12753	Emergency Management – Grants Operations Major State Other	\$0	\$8,120	\$0	(\$8,120)
OP25444	OPM 2025 Evacuation Centre Equipment Grant	\$0	\$0	\$8,120	\$8,120
	TOTALS	\$0	\$8,120	\$8,120	\$0

The project scope of works:

External grant funding has been allocated to the Council under the Isolated Communities Resilience Grants – Stream 2 to purchase specific equipment (as specified in the Grant Deed) to support the operation of evacuation and recovery centers for community members impacted by emergencies. It is therefore required that these unbudgeted funds are recognized on Major Ops Project for the new equipment.

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
CP24695	Gorge road Reseal Black Spot Project	\$50,000	(\$50,000)	\$0	Decrease
CP24647	Road Reseal Program 24/25	\$4,190,000	\$50,000	\$4,240,000	Increase
CP24555	South Prospect Growth Area New Roads	\$125,386	(\$125,386)	\$0	Decrease
CP24233	South Prospect – Link Road & Stormwater	\$300,000	(\$140,842)	\$159,158	Decrease
CP24725	Growth Area – Planning and Infrastructure	\$0	\$266,228	\$266,228	Increase
CP24636	Community Hall Renewal Program 24/25	\$643,316	(\$8,900)	\$634,416	Decrease
CP24724	Carr Villa HVAC Chapel	\$0	\$8,900	\$8,900	Increase
CP24491	CV Cremator Chamber Refurbishment	\$205,163	(\$18,169)	\$186,994	Decrease
CP24660	CV Road Surface renewal 24/25	\$11,638	\$18,169	\$29,807	Increase
CP24420	Parks Pump Station Renewal 22/23	\$480,000	\$180,000	\$660,000	Increase
CP24677	St Leonards Facility Investigations	\$80,000	(\$80,000)	\$0	Decrease
CP24514	Parks Electrical & Lighting Program 23/24	\$176,369	(\$38,823)	\$137,546	Decrease
CP24306	Recreation & Parks Design Program 21/22	\$136,202	(\$61,177)	\$75,025	Decrease
	TOTALS	\$6,398,074	\$0	\$6,398,074	

The following capital project adjustments have occurred in the period 1 February 2025 to 28 February 2025:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24695	Gorge road Reseal Black Spot Project	\$50,000	\$50,000	\$0	\$50,000
CP24647	Road Reseal Program 24/25	\$4,190,000	\$0	\$50,000	\$4,190,000
	TOTALS	\$4,240,000	\$50,000	\$50,000	\$4,240,000

The project scope of works:

The Gorge Road Reseal Black Spot Project funded by Black Spot Program was carried out within the Road Reseal Program 24/25 due to efficiencies gained by combining this project with the Trevallyn Road Reseal. This work is now complete, and funds need to be transferred from CP24695 Gorge Road Reseal Black Spot Project to CP24647 Road Reseal Program 24/25 to cover the cost of works to be carried out.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24555	South Prospect Growth Area New Roads	\$125,386	\$125,386	\$0	\$0
CP24233	South Prospect – Link Road & Stormwater	\$300,000	\$140,842	\$0	\$159,158
CP24725	Growth Area – Planning and Infrastructure	\$0	\$0	\$266,228	\$266,228
	TOTALS	\$425,386	\$266,228	\$266,228	\$425,386

The project scope of works:

Funds are currently defined for use to progress with the South Prospect Growth Area. To better meet housing requirements, multiple growth area fronts are required. The identified Growth Areas are (including but not limited to) Alanvale, St Leonards, Waverly and South Prospect. Each of these areas will require funding to progress with necessary, integrated infrastructure planning activities.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24636	Community Hall Renewal Program 24/25	\$643,316	\$8,900	\$0	\$634,416
CP24724	Carr Villa HVAC Chapel	\$0	\$0	\$8,900	\$8,900
	TOTALS	\$643,316	\$8,900	\$8,900	\$643,316

The project scope of works:

The chapel at Carr Villa does not currently have heating or cooling installed. It has been identified that this is required to be rectified for the comfort of patrons who use this facility. A quote has been received to supply and install two heat pumps for \$8,9000 and funding has been identified within the Community Hall renewal Program 24/25 project to enable this work to be prioritized.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24491	CV Cremator Chamber Refurbishment	\$205,163	\$18,169	\$0	\$186,994
CP24660	CV Road Surface Renewal 24/25	\$11,638	\$0	\$18,169	\$29,807
	TOTALS	\$216,801	\$18,169	\$18,169	\$216,801

The project scope of works:

The cremator has been refurbished, and all work is completed. We have identified that the remaining funds within the project can be used for road surface renewal at Carr Villa as the budget will no longer be carried forward.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24420	Parks Pump Station Renewal 22/23	\$480,000	\$0	\$180,000	\$660,000
CP24677	St Leonards Facility Investigations	\$80,000	\$80,000	\$0	\$0
CP24514	Parks Electrical & Lighting Program 23/24	\$176,369	\$38,823	\$0	\$137,546
CP24306	Recreation & Parks Design Program 21/22	\$136,202	\$61,177	\$0	\$75,025
	TOTALS	\$872,571	\$180,000	\$180,000	\$872,571

The project scope of works:

Renewal of the Churchill Park Pump Station is being undertaken within the Parks Pump Station Renewal project. Initial cost estimates provided by a quantity surveyor indicated that the budget of \$480,000 was appropriate, however Council has now gone to market for the delivery of this project and pricing is now indicating that the work plus provisions are significantly more than the initial estimates. To ensure the council can undertake these important works, a review of our current projects has been undertaken to determine what works can be delayed or not undertaken to allow funds to be available for the Churchill Park Pump Station to progress. It has been identified that budget can be taken from the following projects:

St Leonards Facility Investigations will not be undertaken this financial year and to be reassessed if it needs to be applied for in a future budget. Parks Electrical & Lighting Program scope has been developed for the works to be undertaken; however, these works can be deferred and will be put forward in a future budget. Recreation & Parks Design Program has now ended with several designs undertaken; the remaining budget is therefore available to redistribute.

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 Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
5. To maintain a financially sustainable organisation.

BUDGET AND FINANCIAL ASPECTS:

As per the report.

DISCLOSURE OF INTERESTS:

The Author and General Manager have no interests to declare in this matter.

ATTACHMENTS:

Nil

20.3. Monthly Financial Performance Report

FILE NO: SF7694

AUTHOR: Samuel Kelty (Senior Leader Finance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the February 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 28 February 2025.
-

REPORT:

Operational Result February 2025

Detail is provided in Attachment 1 - Monthly Financial Performance Report Feb 2025.

The financial year 2025 year to date (YTD) budget has an underlying deficit of \$485,707. The YTD actual underlying result is \$109,665 in deficit. This results in a favourable YTD variance of \$376,041. This excludes any capital grants received, or loss on disposal of fixed assets.

Rates revenue is expected to meet budget across the course of the year, as supplementary valuations begin to be received through the Office of the Valuer-General this is commonly slower to begin following a Municipal Revaluation. The unfavourable variance is trending towards breaking even in recent months.

User Fees & Charges are unfavourable to budget at \$440,242. The major variance is due to state landfill levy collection, Waste Centre trading income and Aquatic centre trading income are lower compared to budget. Statutory Fees & Charges are favourable to budget, at \$257,256. The major variance is due to planning and certificate fees.

Capital Grant is favourable to budget due to Public Open Space and Regional Tennis Centre grants are not budgeted in FY25.

Other Operational Grants is \$349,009 unfavourable to budget. The variance is attributable to grants for state roads and flood drainage. Grants are expected to be receipted in coming months and the variance is expected to reduce.

Interest revenue to budget is currently unfavourable as cash balances are lower than budgeted. Investment revenue from A.P.A.L. is unfavourable to the budget, falling below projected expectations. TasWater dividends distribution is below budget due to timing difference and the variance is reducing as the financial year progresses.

Employee costs are lower than the budget by \$1.59M due to vacant positions. Material and Services expenses are unfavorable by \$841,750.

The State Landfill levy costs show a favourable variance of \$357,948 which is expected to even be closer to budget as the year progresses. Loss on Disposal of Fixed Assets has also resulted in a favorable variance of \$285,600 driven by timing factors. This variance is anticipated to be reduced by the end of the financial year.

Capital Expenditure February 2025

Total capital expenditure budget for 2024/2025 is made up of carried forward budget funds of \$48,237,904, Current Year Council Funds of \$24,070,510 and External Funding of \$19,178,656 for a total budget of \$91,487,070.

The Council currently has a total of 181 capital projects with 27 (14.92%) not started. This is a change from the January period where there was a total of 180 capital projects and capital projects not started were 32 (17.68%).

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 Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

1. To fairly and equitably discharge our statutory and governance obligations.
2. To ensure decisions are made on the basis of accurate and relevant information.
3. To maintain a financially sustainable organisation.

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 Feb 2025 [**20.3.1** - 3 pages]

20.4. Fees and Charges 2025/2026

FILE NO: SF2968

AUTHOR: Samuel Kelty (Senior Leader Finance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To determine various Council fees for the 2024/2025 financial year in accordance with the requirements of the *Local Government Act 1993* (Tas).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 27 February 2025 - 2025/2026 Budget

Workshop - 13 March 2025 - 2025/2026 Fees and Charges

RECOMMENDATION:

That Council:

1. pursuant to section 205 of the *Local Government Act 1993* (Tas), sets the fees as detailed in ECM Doc Set ID 5212820 which is attachment 1 to this agenda item, for the financial year ending 30 June 2026:
-

REPORT:

Fee revenue for 2025/2026 is estimated at 23.9% of total operating revenue (excluding capital grants and contributions). However, it should be noted not all fees that comprise this revenue are set by Council through this process, for example, property certificates fees and other types of fees associated with penalty units are set by the State Government.

A complete schedule of the proposed fees for 2025/2026 is provided in the attachment. A general 6.7% increase has been applied as a baseline increase in line with Councils proposed increase in rates. Teams right across council have reviewed the proposed increase and made adjustments where applicable. In some instances, where the fee amounts are small, a change may appear as a larger percentage increase. Rounding also impacts percentage increases.

Principles

The review of fees for 2025/2026 continues to be predicated on the same principles as applied in previous years.

- the real value of fees should be maintained over time; therefore must increase annually by at least the consumer price index. It should be noted that previous year's increases have remained below Hobart CPI figures.
-

- in the context of this budget a general baseline of 6.70% increase has been applied. This has been affected by rounding in many instances.
- the majority of fees and charges should be commercially appropriate.
 - competitive in the market (not subsidised by rates).
 - provide an adequate business return.
 - ensure compliance with competitive neutrality principles.
- fees and charges that relate to services provided should be cost reflective.
- fee concessions should be provided in a consistent and strategic context.
 - targeted provision of concession.
 - appropriate relativity between full and concessional fees.
- structure fees to assist with the achievement of strategic customer outcomes and behaviours.
- continued simplification and consolidation of fees wherever possible.
- the appropriate setting of fees is an important way in which the City of Launceston can obtain a wider contribution to regional facilities.

Goods and Services Tax (GST)

An explanation of the varying GST status is as follows:

GST Status	Description
GST Exempt (Div. 81)	Excluded from GST by Division 81
GST Free	Supply is specifically GST Free under the GST Act
Mixed	Part is subject to GST and part is exempt under Division 81
Non Taxable	Beyond the scope of the GST Act
Taxable	Represents a taxable supply under the GST Act, GST is applicable

Specific Comments:

Parking Fees

Off street parking costs have been reviewed to align rate types across all open air car parks to provide less confusion Multi-story car parks have all been aligned for the same periods and fees. Under the new structure all open air car parks will have a 1 hour and a day rate, while multi-story facilities will have a charge for 30 minute increments. On street meters have increased by \$0.50 per hour for one hour, three hour and nine hour meters.

Launceston Waste Centre

A new reduced fee for clean green waste only loads has been introduced.

Carr Villa Cemetery and Crematorium

New fees introduced for new products and services offered and aligning fees for ash placement areas for consistent pricing.

RISK IMPLICATIONS:

The Council ensures all fees and charges are in accordance with the *Local Government Act 1993* (Tas) and any other relevant legislation.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

To the extent to which some fee changes impact behaviour through reduction in waste disposal or increase use of public transport, there is likely to be a positive environmental impact. The effect on household budgets has the potential to have some impact, but this is considered to be marginal given the spread of the impact of increased fees across the broader community.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
5. To maintain a financially sustainable organisation.

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. Fees and Charges 2025-2026 [20.4.1 - 33 pages]

20.5. Lilydale Hall

FILE NO: SF2967

AUTHOR: Sharin Imlach (Lease Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider entering negotiation with the Lilydale District Progress Association for a lease to manage the Lilydale Memorial Hall which is not within the scope of the Lease and License Policy.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. notes that the Lilydale District Progress Association (LDPA) has proposed a lease that is not consistent with the Council's Lease and Licence Policy.
 2. authorises the continuation of negotiations with the LDPA without meeting all of the standard requirements of the Council's Lease and Licence Policy, provided that the resultant draft lease is consistent with the principles of the Policy objectives.
 - a. To optimise the use of Council facilities to the mutual benefit of the community and Council.
 - b. To achieve fair and equitable access to facilities
 - c. To achieve a transparent system
 3. requires that once negotiations are finalised, the draft lease is provided to Council for formal consideration, in accordance with the requirements of Part 12 of the *Local Government Act 1993 (Tas)*.
-

REPORT:

The Lilydale District Progress Association (LDPA) have expressed their interest in obtaining a lease for the management of the Lilydale Memorial Hall. Terms of a lease have been presented by the LDPA, however the proposed terms are not in line with the Council's Lease and License Policy (Policy).

The LDPA were offered a draft lease on standard terms offered for community users under the Policy, but declined the lease stating it would be cost prohibitive.

Term of the LDPA proposal

- No rental charge
- No outgoing costs
- Manage all casual hire booking and retain revenue
- Establish a Neighborhood House
- Establish an office space for community use
- Utilise the commercial kitchen in conjunction with OzHarvest for food distribution
- Work with the local school to use the kitchen for educational purposes
- Establish a charity shop
- Heritage Lilydale displays
- Evacuation Centre
- Clean the hall and conduct basic maintenance

The outlined plan that the LDPA has provided is not consistent with the Policy. Notwithstanding, the proposed terms and usage of the hall would provide a substantial benefit to the rural community, allowing the hall to be activated. Whilst the activities proposed will require planning approval for change of use, the LDPA have engaged in conversations with town planners and are aware of all requirements.

The Lilydale Hall is currently under utilised with 2024 data recording only 16 hall bookings. The proposal presented by the LDPA would activate the site and benefit the wider community whilst still allowing casual hall hire. The current arrangements with the Lilydale RSL Club to use the site free of charge for two days a year will remain unchanged.

Council officers would like to continue to negotiate agreeable terms with the LDPA and intend to present to Council with a recommendation at a later meeting.

Emergency Evacuation Centre

The Lilydale Memorial Hall is designated as an emergency evacuation center for Lilydale and the surrounding areas. In the event that the hall is needed to be used for this purpose, the LDPA will work to assist Council officers and has outlined a management plan to ensure the facility is prepared and functional when needed.

The LDPA's proposal includes:

- Accessibility & Preparedness – Ensuring the hall remains accessible and equipped with necessary resources for emergency situations.
- Coordination & Communication – Establishing clear communication channels with emergency services and local authorities.
- Facility Management – Maintaining essential infrastructure, including power, sanitation, and shelter provisions.
- Community Support – Organising volunteers and support networks to assist evacuees.

By integrating emergency preparedness into their management strategy, the LDPA aims to ensure that the Lilydale Memorial Hall remains available as a reliable and effective evacuation center for the community.

Lilydale Memorial Hall History

The Lilydale Memorial Hall was built by the local community, with construction beginning in 1953 and completion in 1955. The project was a community effort, with residents fundraising, volunteering their time, and contributing their skills to establish a space dedicated to the people of Lilydale. The hall was built in honor of the men and women from the district who served in both World Wars.

Since its construction, the hall has served as a vital multipurpose venue, hosting a variety of events, including dances, meetings, school activities, markets, and housing memorabilia from World War I and World War II.

In recent years, the hall has continued to be available for hire, primarily used for a monthly market, RSL Anzac Day events, and as a polling venue.

Hall hire numbers for the past two years are;

2023 – 14 Full day bookings
2 half day bookings

2024 – 12 Full day bookings
4 Half Day bookings

Lilydale District Progress Association Background

The LDPA has been in existence since 1968 in its current form. The LDPA is a registered Incorporated association with 71 members and an elected committee of nine members. The LDPA has;

- Produced a community newsletter and newspaper for the past 20 years and 700 copies are distributed free of charge to the community.
- Run the village market for almost 20 years
- Received various community grants.
- Established the Lilydale Events Group, who successfully run community events such as the Christmas carols event which had over 400 attendees.

If an agreement can be reached with the LDPA, they intend to have a subcommittee who will solely focus on the management of the hall.

RISK IMPLICATIONS:

The hall is significantly under utilised and has the potential to deteriorate and develop structural issues.

The hall represents a valuable asset to the community, and its underutilisation may result in lost opportunities for social, cultural, and recreational activities.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The absence of a community hall can lead to negative environmental impacts, reduced community cohesion, and a decline in access to services. An accessible community hall

can help foster social well-being, support sustainability efforts, and strengthen local economies.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.

Strategic Priority 5: We serve and care for our community by providing equitable and efficient services that reflects needs and expectations of our community.

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

Focus Areas:

4. To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.
5. To promote and support active and healthy lifestyles of our community.

BUDGET AND FINANCIAL IMPLICATIONS:

Current outgoing for the hall includes;

- Electricity approximately \$3000 per year
- Water approximately \$4000 per year
- Cleaning \$7,415 per year

In addition, there are other routine maintenance expenses and building insurance.

Hall revenue for 2024 was recorded at \$7,255

Considering the above noted outgoing and not considering additional maintenance cost and insurance, the Lilydale memorial Hall is currently running at a loss of \$7,160

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.6. Council Committees

FILE NO: SF2233

AUTHOR: Emily Causley (Personal Assistant Delivery and Performance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To receive the Review of Council Committees Report, endorse recommendations contained within the report and make necessary appointments to ensure Council Committees convened under section 24 of the *Local Government Act 1993* (Tas) are fulfilling their role.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Workshop – 30 January – Council Committees and membership

RECOMMENDATION:

That Council:

1. receives the Review of Council Committees Report (ECM Document Set ID 5213817).
2. pursuant to section 24 of the *Local Government Act 1993* (Tas) dissolves the following Council Committees:
 - Cataract Gorge Advisory Committee
 - Launceston Access Advisory Committee
 - Launceston City Heart Reference Group
 - Launceston Sister City Committee
 - Tender Review Committee (attended to in Closed Council meetings)
 - Transport Committee
3. notes that Mayor Councillor M K Garwood resigned from the Events Sponsorship Assessment Panel and Community Grants (Organisations) Program committee, effective 21 March 2025.
4. in respect of the Events Sponsorship Assessment Panel, a special committee convened pursuant to section 24 of the *Local Government Act 1993* (Tas):
 - (i) notes that the Panel's terms of reference call for a Councillor to chair the Panel and two additional Councillors to be appointed by Council;

-
- (ii) calls for nominations, noting that Councillor L M McMahon (as Chair) and Council A J Palmer are currently committee members and these appointments remain unchanged.
 - (iii) following a ballot, appoints [name] as Committee member.
5. in respect of the Community Grants (Organisations) Program committee, a special committee convened pursuant to section 24 of the *Local Government Act 1993* (Tas):
- (i) notes that the Panel's terms of reference call for a Councillor to chair the Panel and two additional Councillors to be appointed by Council;
 - (ii) calls for nominations, noting that Councillor L M McMahon (as Chair) and Councillor A J Palmer are committee members and these appointments remain unchanged.
 - (iii) following a ballot, appoints [name] as Committee member.
6. notes that appointments for all Council Committees will be brought to an upcoming Council meeting, following a call for nominations at Council workshop.
7. endorses that Terms of Reference be introduced for each committee within three months and is the responsibility of the Executive Leader whose team oversees each committee.
8. endorses the recommendations, stemming from the review process and noted in the report below, be considered for each committee and implemented where deemed appropriate in consultation between the Chair and relevant Executive Leader.
-

REPORT:

The City of Launceston review of Council Committees was conducted to assess their effectiveness, governance structures, and alignment with Council priorities. This review involved gathering feedback through multiple channels, including a survey distributed to all committee members, face-to-face interviews, and observations of committee meetings. The aim was to identify strengths, challenges, and opportunities for improvement across a diverse range of advisory bodies.

The survey responses reflected a broad spectrum of insights from committee members, chairs, and council staff. In addition, a number of face-to-face interviews were conducted to delve deeper into specific issues and gather nuanced feedback that may not have surfaced in the survey. The feedback from these sessions has been consolidated into the report, providing high-level analysis and recommendations to enhance committee effectiveness.

A number of opportunities were identified including;

- Standardised Terms of Reference (TORs): Introduce consistent and expanded TORs across all Committees. Template attached.
 - Community Acknowledgement: Consider offering parking reimbursements or investigate implementing sitting fees to recognise community members contributions. Publicly acknowledge community members via a register or similar.
-

- Regular Reviews: Conduct a comprehensive review of all Committees every 4 years, aligned with Council elections.
- Governance Training: Provide training for Councillors on governance and chairing effective meetings.
- Meeting Protocols: Standardise agendas, minutes and meeting procedures to improve efficiency.
- Youth Engagement: Embed under 25 representatives in TORs or implement a broader youth engagement strategy for Committees facing recruitment challenges.
- Formalised Processes: Establish clear methods for Committees to provide advice to Council.
- Strategic Planning: Develop yearly action plans with measurable goals and conduct annual strategic planning sessions.
- Skills Based Recruitment: Implement a recruitment process focussed on filling Committee vacancies with relevant expertise.
- Alignment with Strategic Objectives: Link committee work plan to Council's Strategic Plan ensuring alignment with key priorities. The upcoming revised Strategic Plan provides an opportunity to realign and examine what other committees Council may want to implement moving forward.

Some committees were deemed to be not fit for purpose anymore or not fulfilling their desired function, and as such it is recommended that they are dissolved.

Council's new Strategic Plan will allow for further of review of committees, and any recommendations will be brought to Council.

This does not preclude working, advisory or networking groups being formed outside of this legislative process.

Updates approved by Council will be incorporated into Committee Representation Details Procedure (14-HLPrx-012) and updated on Council's website.

RISK IMPLICATIONS:

Effective committees ensure that Council manages risk in the relevant committee appropriately.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.

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. ECM 5213817 v 1 Review of Council Committees [20.6.1 - 15 pages]
2. Committee Terms of Reference Template [20.6.2 - 6 pages]

21. STRATEGY AND INNOVATION

21.1. Quarterly Report - Strategy and Innovation

FILE NO: SF7738

AUTHORS: Strategy and Innovation Senior Leaders

APPROVER: Rosanna Coombes (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

This report provides a general update on activities and responsibilities within the Strategy and Innovation (Sal) Team.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. receives the report noting the activities of Strategy and Innovation for the period 1 January to 31 March 2025.
-

REPORT:

EXECUTIVE LEADER REPORT

The Strategy and Innovation Team was formed in mid-January 2025 through the reorganisation of staff into five portfolios.

The broad functions of the Sal Team include:

- internal services that underpin efficient delivery across Council (data and analytics, engagement support);
- delivery of strategic projects (economic development, city innovation, coordination of cross-organisational projects such as City Heart); and,
- organisational planning and accountability (10-year strategic plan, 4-year delivery plan, levels of service, annual planning, and reporting).

This is the first report to the Council on the activities of the Strategy and Innovation (Sal) Team.

Executive Leader Stakeholder Meetings

The Executive Leader attended stakeholder meetings during January to March 2025 with:

- Tamar Estuary Management Taskforce (TEMT) Infrastructure and Amenities Master Plan working group (x2)
 - SEMZ Property Advisors (x12)
-

- Launceston Chamber of Commerce (x2)
- NRM North
- TEMT secretariat staff
- Stephen Yarwood (x4)
- Northern Tasmanian Development Corp (NTDC)
- Tamar Estuary Management Taskforce (TEMT)
- Pam Allan, Independent Chair TEMT
- Fitzgerald Frisby Landscape Architecture (FFLA)
- Jess Teesdale, candidate for Bass
- Senator T. Tyrell
- Heritage Tasmania (x2)
- Errol Stewart
- Geographica
- President and Operations Manager, Harvest Market

SENIOR LEADER INNOVATION AND PERFORMANCE

Strategy, Economic Development and Analytics (SEDA)

Geographic Information Systems (GIS)

GIS Services Reset Project (feasibility assessment)

The GIS Services Reset is an internal improvement project to upgrade the current aging ArcGIS Enterprise system, clean and migrate legacy spatial datasets, assess and document key users' requirements, and develop new mapping applications in the ArcGIS Portal to replace the existing internal legacy Geocortex mapping system. The current state of the system, including lack of stability, presents an operational risk to the organisation and requires an upgrade.

During Quarter 3, project feasibility and planning progressed including assessment of resource capacity to identify the team's ability to deliver the project alongside business-as-usual activities. Quarter 3 Actions have identified the scope and scale of the work and identified challenges to deliver the project within current resources. Further scoping and project planning will continue in Quarter 4 to identify a project plan, resourcing requirements and prepare a business case for system improvements.

GIS Service Requests:

The following analytical work was completed during Q3:

Transport, Travel and Population Analysis - An internal project to better understand population movements and travel times, in and out of the Launceston LGA. A web mapping application was developed to assist in reporting and planning for various teams within the organisation.

Fuel Reduction Burns - To assist the Parks and Recreation team's efforts for community notification of fuel reduction burn activities, several web mapping applications were developed to provide location specific information to the Launceston residents. For further information on the fuel reduction burns, refer to the City of Launceston website www.launceston.tas.gov.au.

Planning Scheme Amendments - In collaboration with the Planning team, an amendment for PSA-LL029 – Flood Levee Protected Areas, was submitted to the Tasmanian Planning Commission. This amendment included a flood model map and related data, indicating the updated projected flooding extents.

Hard Waste Collection - A web mapping application was updated to provide the Launceston residents information related to the planned Hard Waste collection in March. The web application allowed residents to view quickly and easily see the scheduled hard waste collection date for their area, and for their specific address, if they chose to search for it. For further information on hard waste collection, please refer to the City of Launceston website www.launceston.tas.gov.au.

GIS Training Sessions

To assist the City of Launceston staff better understand the benefits and functions of GIS, multiple training sessions were run for any interested Council staff. These sessions included an Introduction to a GIS session, where an overview of GIS, ArcGIS Online, and GIS tools (such as ArcGIS Pro) were covered. Other sessions covered were using ArcGIS Online and ArcGIS Enterprise applications (such as Survey123, Story Maps, and Instant Apps) to quickly and easily create maps and/or information packages, thereby empowering staff to use GIS products (a good example of these products are Story Maps, which can include maps, contextual information, and rich media content). Of the four training sessions provided, over 40 staff attended one or more sessions.

Ongoing Business as Usual activities

The GIS team has been regularly reviewing and updating internal and external web maps, associated spatial data, and the supporting infrastructure, both in support of the GIS Reset project and user requests. Additionally, over 400 Section 337 Certificates were reviewed and validated against asset and property information, and over 300 new property records were created for Planning and Rates.

Analytics

Support to teams and projects

Support to teams and projects included business as usual and general analysis of data such as activity at events, advice on methodologies to consider for data processing, re-presenting survey information in a variety of formats to highlight insights, ad-hoc analysis based on a variety of requests. Work with Power BI and other tools to save other people time – aiming for the 80% solution for the many. The team attended a variety of discussions, evaluations and presentations to provide contributions from a data analysis/data management perspective. Posting data-related information to the organisation's intranet site, Viva-Engage, in a format that makes it more accessible.

Evaluating new tools / products / version releases

Focusing on AI (primarily ChatGPT, Grok-3), visualisation. Notably, Infogram as a tool for People and Culture, State of the City, Special Projects (see below) and other uses such as Dashboards. Revisiting work on open data-enabled repositories of data.

External stakeholder engagement

Sharing learnings, building relationships. Specifically: Enterprize (Teresa O'Rourke: Startup Community Coordinator), Chamber of Commerce (Damien Ivereigh: President, Alina Bain: CEO) and attendance at Creativity in Bureaucracy event.

Business Activity Survey

Ongoing analysis of the updated (1,200 updates in March 2025) data with a view to having a 'time-series' approach to visualising the changes in the Central Activity District. Continued to liaise with our external consultants to ensure the tool fits our purpose and provides flexibility for the future.

State of the City Report

Continuing to gather data and create visualisations (primarily maps and interactive reports). Discussions were held regarding change to report purpose and focus, with the aim to better align the report with the new Strategic Plan and future organisational delivery plans. The report audience and specific community sectors are also being reviewed, with consideration to the benefits of a Commerce Edition to support the business and industry community.

Spendmapp Analysis

Extensive and continuing work on adding value to the raw information from *Spendmapp* to make it more accessible and insightful. See Special Projects below.

Special Projects - CEO and Executive Leader Community Assets and Design

Extensive work on two projects with some overlap. Specifically, *Spendmapp* analyses of spend information in and out of the Launceston LGA, 5-year capital expenditure analysis along with suburb and asset category breakdown and per-capita spend, as well as rates income breakdown by suburb and overlap with our commercial heart - the Central Activity District. Commissioned a custom map to show how close large populations are to Launceston CBD. This map can be repurposed for other uses.

Economic Development

Launceston Central Operational Agreement

Following the Council's decision to renew the Operational Agreement and Memorandum of Understanding for Launceston Central, work has progressed on developing a refreshed KPI framework. The new KPIs are being aligned with the Council's strategic vision and will help measure performance across destination marketing, advocacy, and precinct activation. Internal stakeholder engagement has commenced to shape a practical and outcomes-focused monitoring approach. A draft has been prepared after consulting with teams internally and is currently in the stage of legal review.

Night-time Economy Measurement

Preliminary work has commenced on Launceston's participation in the *2025 Measuring the Australian Night-time Economy* research. An Expression of Interest has been submitted, with the project offering valuable data on night-time economic activity, including employment, turnover, and trading patterns, benchmarked against 87 other LGA's. This will complement the Business Activity Survey by providing longer-term trends and postcode-level insights to support initiatives such as outdoor dining,

entertainment precincts, and precinct activation. Internal consultation is underway to finalise participation and data scope ahead of early 2025 submission deadlines.

Tasmania's Trade Relationship with China and Australian China Business Council's (ACBC)'s Role

This action relates to the Annual Plan Action item to review Sister Cities and International Relations. An internal briefing was prepared to assess Tasmania and Launceston's trade relationship with China and evaluate Australia China Business Council (ACBC). The paper explored trade trends, major exports, sister city relationships, and local business opportunities, while considering alignment with the City of Launceston's economic development priorities. Council membership to the ACBC will be further evaluated in Quarter 4.

Business support

As part of the Business-Friendly Council initiative, a new edition of the Business Connect newsletter was distributed to inform local businesses about upcoming grants, available support programs, and relevant workshops. The newsletter aims to strengthen communication with the business community and promote opportunities that support growth, resilience, and capacity-building.

Strategic Engagement & Collaboration

Staff participated in:

- ongoing collaboration with Business Tasmania, ensuring alignment between local business development initiatives and state-level support services; and
- the Launceston Employment Partnership Group, providing input into regional employment pathways and workforce planning discussions.

The Economic Development team has supported:

- the development of the City of Launceston's 10-year Strategic Plan, through research and insights to inform strategic priorities, ensuring alignment with long-term economic growth and regional aspirations.
- the recent visit of the Sister City delegation from Ikeda, Japan through facilitating meaningful networking opportunities between the delegation and local industry partners and businesses. This approach aimed to strengthen international ties while exploring opportunities for broader economic collaboration and future partnerships.

City Innovation

Digital Literacy Working Group

The last quarterly report highlighted the partnership between the Information Technology, City Innovation, and Community Development teams to redistribute surplus used computer hardware. Since then, numerous community groups serving disadvantaged communities in the Northern Suburbs have been invited to submit expressions of interest. The initiative promotes a circular economy by repurposing technology and has sparked a lot of interest. Submissions will be assessed in early May, with plans to donate approximately 10 laptops and 20 personal computers to enhance digital access to those in need.

Artificial Intelligence (AI) Policy

The draft AI Policy has progressed internally with the Senior Leadership Team (SLT) providing endorsement in principle. The communications plan is currently being refined and is intended to be presented to the Executive Leadership Team in Quarter 4. Elected members will be provided information on the policy once endorsed by the Executive Leadership Team.

Staff Micromobility Devices

One e-Bike and one e-Scooter have been purchased post project trial and are now included in the Council fleet. The first two months of usage has seen over 40 trips completed and roughly 150kms covered by each device. Previous survey data suggests that 75% of these trips would have otherwise been taken in a regular fleet vehicle. Planning is underway to further promote and to host additional induction sessions as well as embed these mobility options into the Learning Management System for staff.

Building Energy Monitoring

Expanding upon the Building Energy Monitoring System that previously saw real time water meters installed at 19 council facilities, work is underway to install equipment that monitors both mains power consumption and solar power generated at key Council sites. The Town Hall and the Town Hall Annexe, along with the Windmill Hill Hall, will be the first sites commissioned, with the aim of having real-time data flowing through by the end of the financial year. Real time data helps identify inefficiencies and optimise energy performance as well as supporting prompt maintenance. This project links to both the Sustainability Strategy and City Innovation Strategy.

Performance and Planning

Business Improvement

Staff have participated in the following process improvement initiatives in support of improving performance, accountability, and efficiency:

- Staff have been working with senior leaders to better identify workflows and ensure process owners and accountabilities are clearly defined end-to-end. System and process improvements have been endorsed by the Senior Leadership Team and will be submitted to the Executive Leadership Team in Q4 for adoption. These improvements will enable, for example, the recommendations identified during the review of the Council's processing of Land Information Certificates under *section 337 of the Local Government Act, 1993*, to be progressed.
- During and since the COVID pandemic, the use of Microsoft Teams has become a common tool to support our work. The uptake, knowledge of, and use of the tool varies throughout the organisation. To improve efficiency, a draft set of guidelines for the use of Microsoft Teams is being progressed. Engagement is underway with leaders and the lead team to determine the scale of this project across the organisation which will inform the approach and design.
- Iterative development of an enhanced Knowledge Centre for Emergency Management using Microsoft Teams and SharePoint is underway. Solution design is nearing completion with construction, testing, communication and training planned for the final quarter of the financial year.

- Preliminary investigations have started into the processes and applications used by the Council to undertake corporate planning and reporting. This work will inform a process improvement initiative to be undertaken as part of the proposed 2025/26 Annual Plan.

Corporate Planning

The team progressed the planning and preparation for the compilation of the City of Launceston Annual Plan 2025/2026 including:

- Three sessions with the Executive Leadership Team to review and refine the Annual Plan Action Items including an interactive workshop looking at resourcing and budget requirements to deliver these Actions within the Plan period.
- Continued work on defining an Annual Plan Action Item to align with the Strategic Plan works, including creation of process tools to assist staff with categorisation.
- Two workshops with Councillors to provide updates on the Plan development and receive Councillor input.
- Preparation works to have the Plan ready to be released for Public Consultation.

Staff also participated in:

- improvement activities for Corporate Planning Software and quarterly progress reporting processes and,
- collation of the Annual Plan 2024/25 Quarter 2 Progress Report which was presented to Councillors at a meeting on 27 March 2025.

Community Engagement

Engagement undertaken/and or in progress (January to March 2025)

Please visit the City of Launceston website - www.launceston.tas.gov.au for detailed information on current engagement activities.

Date	Details	Method/s	Views	Response s	Next steps
			As of 31March 2025		
George Street Dining Deck Trial					
Dec - Mar	Engagement with community throughout the trial of the dining decks to ensure we capture community sentiment on the initiative to enable genuine evaluation of the trial and next steps.	<ul style="list-style-type: none">• Tomorrow Together Page• Survey	839 page views	169 survey responses	Responses analysed as a part of the evaluation of the trial.
10 Year Strategic Plan - Round 2 Engagement (First round collected through TT Resilient City)					
11 Mar - 8 Apr	Engagement with community on the draft Strategic Plan.	Tomorrow Together Page <ul style="list-style-type: none">• Konveio – pdf commenting	926 page views	64 document comments	Endorseme nt of Plan.

Launceston Housing Plan - Round 1 Engagement					
12 Mar - 9 Apr	Engagement with community and stakeholders on the draft Launceston Housing Plan.	<ul style="list-style-type: none"> • Tomorrow Together Page • Explainer video • Short form • Presentation / Drop-in sessions • Konveio (Stakeholders only) 	811 page views	6 document comments	Endorsement of Plan.
Carr Villa Memorial Park Cemetery Masterplan - Round 3 Engagement					
28 Mar - 25 Apr	Final round of engagement to seek feedback on the draft Masterplan.	<ul style="list-style-type: none"> • Tomorrow Together Page • Konveio 	101 page views	2 document comments	Endorsement of the Masterplan.
St Leonards and Waverley Neighbourhood Plan - Round 3 Engagement					
29 Mar - 29 Apr	Final round of engagement on the draft Neighbourhood Plan.	<ul style="list-style-type: none"> • Tomorrow Together page • Survey • Workshop • Pop-ups 	475 page views	20 survey responses	Endorsement of the Plan.
Annual Plan and Budget 2025/26 - Engagement plan complete and set to go live 2 April 2025					
2-30 April	Upcoming consultation on the Annual Plan and Budget.	<ul style="list-style-type: none"> • Tomorrow Together page • Explainer video • Konveio – pdf commenting 	To go live	To go live	Engagement commencing.

Building Internal Capacity: Engagement Training

As part of our Community Engagement Strategy, we are dedicated to continuous training and development to enhance internal capacity within the engagement area. This ensures that our employees possess the necessary skills and resources to engage effectively with the community.

Building on the successful launch of engagement training in 2023, a one-day *Essentials of Engagement* course was facilitated in-house through the International Association of Public Participation (IAP2) on 24 March. Twenty-one employees participated, along with one representative from the Northern Midlands Council, aligning with Action 8 of the strategy to foster informal networks with neighbouring LGA's. The training focused on best

practice engagement processes and provided valuable opportunities for networking, as well as for sharing knowledge and experiences among employees.

Engagement Data Accessibility and Enablement

The Engagement Team are reviewing the current processes for gathering, storing, and sharing engagement data across the organisation. This will identify challenges, risks, and opportunities for improvement. The goal is to standardise and integrate the process, ensuring that engagement data can be easily accessed and fully utilised to inform both current and future projects.

Tomorrow Together Campaign

Work is underway to review our approach to Tomorrow Together campaigns to ensure data will where possible inform decision making, measure community sentiment on the implementation of the Strategic Plan and in time, inform the level of service project.

Levels of Service

In Quarter 3, the progress made on the Levels of Service project sees the research phase and pilots now complete. A research and discussion paper has been developed outlining recommendations and next steps. The research phase was essential in identifying best practices, challenges and risks, and ensuring alignment with the council's existing strategic frameworks.

The recommendations and next steps are informing the development and further definition of the project's scope and key deliverables, which will continue early into Quarter 4. Clearly outlining these elements and agreement of the scope and key deliverables will provide clarity on expected outcomes and serve as the foundation for developing the framework.

Work has begun on creating templates for the service catalogue, identified as the project's first step. The pilots and research undertaken to date have informed the development of these templates, which will establish a standardised format for documenting services across the organisation creating consistency.

SENIOR LEADER STRATEGIC PROJECTS

10-year Strategic Plan

The *Local Government Act 1993* (Section 66) requires a council to have a strategic plan, to reflect no less than ten (10) years. The current strategic plan has reached the end of its adopted life and requires revision and/or renewal.

Following a series of workshops with Councillors, Staff and Key Stakeholders carried out in late 2024, Strategic Projects staff worked with consultants Ethos Urban and Stephen Yarwood to prepare a draft of Council's new 10-year Strategic Plan. The drafting process included direction from the Executive Leadership Team and collaboration with subject matter experts from across Council.

Stephen Yarwood led a discussion on the Draft at a Council Workshop in late February. Following amendments made in response to Councillor feedback, the Draft 10-year Strategic Plan was made available for public review on Council's engagement platform in

March. The public engagement period will end on 8 April 2025 and an updated version of the Plan provided to the Councillors for discussion in late May before final amendments and endorsement.

Launceston City Heart Place Plan – Implementation Plan

The City Heart Place Plan was endorsed by Council in late 2024. The Plan provides ongoing direction for activities within the City Heart. It is supported by a five (5) year Implementation Plan and an Urban Design Guide.

Strategic Projects staff are:

- Working with the City Heart Steering Group to co-ordinate the program of work.
- Supporting City Heart Steering Group members to plan City Heart projects scheduled in the 2025-26 Annual Plan.
- Preparing high-level recommendations for resourcing of the City Heart program.
- Undertaking tasks to promote the City Heart Place Plan among key stakeholders, for example through:
 - presenting the Plan to the board of the Chamber of Commerce (complete);
 - preparation with the Communications team of a one page 'explainer' of the Plan (underway); and
 - Collaboration with the GIS team to create an interactive map of actions (underway).

George Street Parklets (Dining Decks)

As a sub-project of the City Heart Place Plan implementation, this project aims to encourage a more pedestrian focused and vibrant central business district. As a first step, food and beverage businesses in George Street have participated in a trial of temporary dining decks and greening. The trial period concluded in mid-March 2025. Strategic Projects staff are working with the Engagement, Transport, City Innovation and Data Analytics teams to review data, assess the outcomes and develop recommendations for next steps.

St Leonards and Waverley Neighbourhood Plan

The Strategic Projects (SP) Team is providing project management support to the Planning Team's Project Manager (PM) for the St Leonards Structure Plan and Infrastructure Funding Framework, also known as the St Leonards and Waverley Neighbourhood Plan. This support enables the PM to prioritise planning goals and deliver quality outcomes for the council and community, while the Strategic Projects Team staff handle day-to-day project management tasks.

Public Consultation on the draft Neighbourhood Plan

The draft Neighbourhood Plan has been published for public consultation. Phase 2 of the public consultation plan has commenced including a social media campaign, targeted outreach in the form of a letter to all landowners, public popups and public workshop.

Northern Regional Gateway - Public Art Installation Project

Staff are supporting the Place Making Team in procuring a Design and Construct (D&C) Contractor for a public art installation designed to welcome travelers to the northern region. Pending feasibility assessment, the aim is for the installation to be prominently

located on the grassy berm between the Pipeworks Road overpass and the southbound on-ramp to the Southern Outlet (Midland Highway).

The successful Contractor has been selected and is mobilising. They will provide a revised program and commence the design portion of the contract in early Q2 2025.

The Community Assets and Design Project Delivery Team and the Place Making Team Leader will commence project management of delivery in early Q2 2025.

Redevelopment of Council owned land at 118 - 124 Brisbane Street

Over the past few months SEMZ Property Advisors has been running a procurement process to identify developers interested in redevelopment of the site, and working with potential occupiers of the site once developed.

SEMZ will be providing an update to Councillors at the 10 April workshop.

Property investigations – Various

Our team is working with staff across the organisation to investigate property opportunities in line with Council's strategic objectives.

Russell Plains Road, Rocherlea

In alignment with the draft Annual Plan S13 (Strategic Plan 2.3a), initial investigations have commenced regarding Russells Plains Road to assess the Council's future needs for the site. The project is currently in the fact-finding stage, focusing on reviewing existing licensing arrangements, right-of-way applications, and evaluating the long-term requirements for landfilling operations and current and future planning options.

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 Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS: NIL

Nil

22. CHIEF EXECUTIVE OFFICER NETWORK

22.1. Status Report on Council Decisions

FILE NO: SF2346

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the Status Report on Council Decisions made up to, and as at, 10 April 2025.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2015

RECOMMENDATION:

That Council:

1. receives the Status Report on Council Decisions made as at 10 April 2025.

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.

Meeting Date/Item	Council Decision	Owner/ Network	Status
27 March 2025			
17.2. Intention to Undertake Community Consultation - Draft Carr Villa Memorial Park Masterplan	That Council: <ol style="list-style-type: none"> receives the Draft Carr Villa Memorial Park Masterplan; approves public consultation on the Draft Carr Villa Memorial Park Masterplan for a period of 4 weeks; and a summary of the community consultation including any proposed changes to the Draft Carr Villa Memorial Park Masterplan will be provided to Council in a further report for consideration. 	Executive Leader Connections and Liveability	In progress
18.1. State Government Endowment Queen Victoria Museum and Art Gallery	That Council: <ol style="list-style-type: none"> receive and note the report providing comparative analysis of State and Local Government funding provisions for Queen Victoria Museum and Art Gallery (QVMAG); and authorises the Chief Executive Officer to liaise with the State Government around future funding models (endowment) of the Queen Victoria Museum and Art Gallery, consistent with Section 332 of the Local Government Act 1993. 	Chief Executive Officer	In progress
18.2. Regional Precincts Partnership Program Submission	That Council: <ol style="list-style-type: none"> approves the preparation and submission of a City of Launceston/QVMAG application for funds under the Australian Government's Regional Precincts and Partnerships Program (Stream One). 	Director Queen Victoria Museum and Art Gallery	In progress
19.1. Residential Parking Permit Policy	That Council: <ol style="list-style-type: none"> approves the revised Residential Parking Permit Policy (32-Plx-003) as follows: (Policy wording as Minuted) 	Executive Leader Community and Design	Completed
19.2. Fees and Charges Amendment 2024/2025 - Residential Parking Permit	That Council: <ol style="list-style-type: none"> pursuant to section 205 of the Local Government Act 1993 (Tas), approves the below fees which will change the previously adopted Fees and Charges for 2024/2025 as listed below: <div> NEW Residential Parking Permit: per year Taxable \$45.00 </div> 	Executive Leader Community and Design	Completed
19.3. Princess Theatre Redevelopment Project - Project Management Plan	That Council: <ol style="list-style-type: none"> receives the Princess Theatre Redevelopment Project – Project Management Plan (ECM Document Set ID 5204684). 	Executive Leader Community and Design	Completed

19.4. St Leonards and Waverley Neighbourhood Plan - Draft Structure Plan for Community Consultation	<p>That Council:</p> <ol style="list-style-type: none"> 1. endorses the St Leonards and Waverley Neighbourhood Plan, Draft Structure Plan for Community Consultation, 2025 (ECM Document Set ID 5207026, Attachment 1) for community consultation for a period of 31 days commencing Saturday 29 March until Tuesday 29 April 2025. 	Executive Leader Community and Design	Completed/ Underway
20.1. Lease - First Basin Cafe	<p>That Council:</p> <ol style="list-style-type: none"> 1. pursuant to section 178 of the <i>Local Government Act 1993</i> (Tas), and by absolute majority, decides to lease part of the land situated within the Cataract Gorge Reserve (Part of Certificate of Title Volume 243968 Folio 1) known as the First Basin Cafe, as identified on the plan below: (Image removed) 2. requires that the lease is on the following basis: <ol style="list-style-type: none"> a. the lease is to commence on 1 May 2025 for a period of 5 years with a 5-year option; b. the Lessee is to be Gunn & Parkinson Pty Ltd; c. the rent is to be as advised to Councillors by an email dated 24 March 2025; d. the Lessee to be responsible for: <ol style="list-style-type: none"> i. energy costs; ii. volumetric and connection charges for water; iii. contents insurance; iv. building insurance; and v. other service charges if any. e. the Lessee will continuously : <ol style="list-style-type: none"> i. maintain building in good and reasonable order; ii. keep clear all noxious growth from premises; and iii. hold public liability insurance of at least \$20 million; f. the leased area excludes that part of the premises that is currently leased to Telstra in accordance with a lease dated 23 March 2015. 3. the Council is to be responsible for structural maintenance; 4. requests the Chief Executive Officer to: <ol style="list-style-type: none"> 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 	Executive Leader Delivery and Performance	In Progress

	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 <i>Local Government Act 1993</i> .														
20.4. Feedback on the Draft Local Government (Meeting Procedures) Regulations and Local Government (General) Regulations	<p>That Council:</p> <p>1. provides the following feedback to the Department of Premier and Cabinet in respect to the proposed amendments to the <i>Local Government (Meeting Procedures) Regulations 2015 (Tas)</i> and the <i>Local Government (General) Regulations 2015 (Tas)</i></p> <table><tr><th>Proposed changes to the regulations</th><th>Comment</th></tr><tr><td>How can any possible operational or logistical matters be managed in relation to the recording of council meetings?</td><td>Audio and Audio-Visual recording already occurs at the City of Launceston for Council meetings in open session.</td></tr><tr><td>How long do you think councils should keep recordings of meetings and how long should they be published on council websites?</td><td>Streams on our website date back to 2018. All audio and audio-visual recordings are stored on Council servers indefinitely. All recordings are also available on our website and YouTube channel.</td></tr><tr><td>Do you have any concerns about the proposed changes to minutes?</td><td>Councillors do not support attending meetings remotely. The nature of a declaration of interest are currently not recorded. What level of detail is required to be minuted? Councillors would like to see declarations tabled in a register.</td></tr><tr><td>Do you agree with the limited circumstances in which a councillor can attend a meeting remotely?</td><td>Councillors do not agree to attending remotely.</td></tr><tr><td>Do you believe the circumstances in which remote attendance may be refused are sufficient?</td><td>Yes</td></tr></table>	Proposed changes to the regulations	Comment	How can any possible operational or logistical matters be managed in relation to the recording of council meetings?	Audio and Audio-Visual recording already occurs at the City of Launceston for Council meetings in open session.	How long do you think councils should keep recordings of meetings and how long should they be published on council websites?	Streams on our website date back to 2018. All audio and audio-visual recordings are stored on Council servers indefinitely. All recordings are also available on our website and YouTube channel.	Do you have any concerns about the proposed changes to minutes?	Councillors do not support attending meetings remotely. The nature of a declaration of interest are currently not recorded. What level of detail is required to be minuted? Councillors would like to see declarations tabled in a register.	Do you agree with the limited circumstances in which a councillor can attend a meeting remotely?	Councillors do not agree to attending remotely.	Do you believe the circumstances in which remote attendance may be refused are sufficient?	Yes	Executive Leader Delivery and Performance	Feedback from Councillors was provided to DPAC via the online consultation from, on 28 March 2025 Complete
Proposed changes to the regulations	Comment														
How can any possible operational or logistical matters be managed in relation to the recording of council meetings?	Audio and Audio-Visual recording already occurs at the City of Launceston for Council meetings in open session.														
How long do you think councils should keep recordings of meetings and how long should they be published on council websites?	Streams on our website date back to 2018. All audio and audio-visual recordings are stored on Council servers indefinitely. All recordings are also available on our website and YouTube channel.														
Do you have any concerns about the proposed changes to minutes?	Councillors do not support attending meetings remotely. The nature of a declaration of interest are currently not recorded. What level of detail is required to be minuted? Councillors would like to see declarations tabled in a register.														
Do you agree with the limited circumstances in which a councillor can attend a meeting remotely?	Councillors do not agree to attending remotely.														
Do you believe the circumstances in which remote attendance may be refused are sufficient?	Yes														

	Do you think there needs to be a restriction or cap on the number of meetings a councillor can attend remotely each year and, if so, what should this be?	Councillors do not agree to attending remotely.
	Do you agree with the circumstances in which a councillor can have parental leave? Is there anything that should be removed or added?	Agree. Parental leave amendment appears to be consistent with other organisations.
	Do you think the suggested changes will provide clarity for people attending council meetings and asking questions?	Yes. Chairperson should also reiterate the requirements prior to public question time.
	Do you think the changes will help the chairperson manage questions and motions in meetings?	Yes. The proposed changes will allow the Chairperson to control excessive pre-amble and refuse questions which do not directly relate to the functions of the Council.
	Are there other learning and development activities that should also be recorded publicly?	Any learning activities approved by council - conferences, professional development, seminars etc. be recorded publicly.
2. Council provides feedback about provisions in the regulations which are not set out in the discussion paper and the draft regulations		
<u>Current Regulations</u>		<u>Council Proposed Changes</u>
Part 3 Tendering and Contracting <i>Division 1 - Tenders for goods and services</i> 24. Public Tenders (1) For the purpose of section 333A(1) of the Act, the prescribed amount is \$250,000 (excluding GST)		The cost of materials and labour has naturally increased over time, the \$250,000 threshold has remained. Council propose that the threshold be lifted to \$500,000 (excluding GST),

		<p>25 Open Tenders (1) The General Manager is to invite tenders by publishing at least once a notice, in a daily newspaper circulating in the municipal area...</p>	<p>There are inconsistencies in the language in this statement and the multi-use register statement which states: "A council is to invite applications from suppliers for inclusion on a multi-use register by causing to be published at least once in a daily newspaper circulating in the municipal area..." Council proposes consistent language is used throughout.</p>			
		<p>27 Multi-Stage tender (1) A council may invite tenders for a contract for the supply of goods or services using a multiple-stage tender process</p>	<p>"A council..." this language is inconsistent with open tenders. Council proposes consistent language is used and suggest "A General Manager may invite tenders for a contract for the supply of goods or services using a multiple-stage tender process"</p>			
20.5.	Credit Card Policy (12-PI-005)	<p>That Council:</p> <ol style="list-style-type: none"> approves the revised City of Launceston's Credit Card Policy 12-PI-005, as follows: <p>(Policy wording as Minuted)</p>			Executive Leader Delivery and Performance	Complete
20.6.	Appointment of Chief Executive Officer as Director of the Launceston Flood Authority	<p>That Council:</p> <ol style="list-style-type: none"> pursuant to clause 12.1 of the <i>Launceston Flood Authority Rules</i> (Attachment 1, ECM Doc Set Id 4273563), appoints Sam Johnson, Chief Executive Officer of the City of Launceston, to the position of Director of the Launceston Flood Authority until 26 March 2029. notes that the appointment at Recommendation 1 is in addition to, and does not revoke or otherwise vary, the appointment of any other Director of the Launceston Flood Authority. 			Executive Leader Delivery and Performance	Complete
20.7.	Memorandum of Understanding - Provision of Bikes to Tasmania Police	<p>That Council:</p> <ol style="list-style-type: none"> notes its 12 December 2024 decision to purchase two fit-for-purpose bicycles, to be provided to Tasmania Police for the purpose of reintroducing bike patrols 			Chief Executive Officer	Commenced Provision of a draft MOU to Tasmania Police for

	<p>within the Launceston Central Business District, supported by a Memorandum of Understanding (MOU).</p> <p>2. authorises the Chief Executive Officer to continue negotiations with Tasmania Police, so that a finalised draft the MOU can be presented to Council for formal approval.</p>		consideration and feedback has occurred.
20.8. The Australian Local Government Association (ALGA) motions for the 2025 National General Assembly of Local Government (NGA)	<p>That Council notes:</p> <p>1. correspondence received from The Australian Local Government Association (ALGA), calling for motions for the 2025 National General Assembly of Local Government (NGA) (ECM Doc Set Id 5173237).</p>	Executive Leader Delivery and Performance	Complete
20.9. Proposed Amendment to Sealed Plan 164783, 62 Parklands Parade	<p>That Council, by absolute majority:</p> <p>1. rescinds its 17 October 2024 decision made in respect of Item 20.1 of the Agenda to the Council Meeting on 17 October 2024; and,</p> <p>2. requires that the statutory notices provided in accordance with that 17 October 2024 decision be withdrawn.</p>	Executive Leader Delivery and Performance	In Progress
22.6. Representation at the Australian Local Government Association's 2025 National General Assembly	<p>That Council:</p> <p>1. approve the attendance of Mayor Matthew Garwood, Councillor Alan Harris, and Councillor Alex Britton at the Australian Local Government Association 2025 National General Assembly and Regional Forum in Canberra 24 – 27 June 2025.</p>	Chief Executive Officer	Completed Attendance to occur in June. Councillor reports to follow.
22.7. Hudson Club Membership	<p>That Council:</p> <p>1. does not continue to fund Hudson Club Memberships for Councillors or their family members.</p>	Chief Executive Officer	Completed
22.8. Sister City Relationship - Representation at Ikeda, Japan 12 May 2025 to 17 May 2025	<p>That Council:</p> <p>1. notes the invitation from Mayor Tomoko Takizawa (ECM Doc Set ID 5199618 attached); and</p> <p>2. notes that the nomination of Councillors to form part of the delegation to visit Launceston's Sister City Ikeda, Osaka, will be discussed at a future Workshop and returned to Council for decision.</p>	Chief Executive Officer	Completed Refer to advice provided by the Chair of the Sister City Committee regarding proposed dates for visit.

23.3. Submission - Tasmanian Government's Local Government Electoral Bill	That Council: 1. approves the responses outlined in the table of this report and that these responses are submitted prior to 4 April 2025.	Chief Executive Officer	Completed
6 March 2025			
17.1. Approval of Grant to City Mission for Community Champions Project	That Council: 1. receives the report; and 2. approves a \$30,000 grant to City Mission to support the implementation of the <i>Community Champions Project</i> . This amount fulfills the required 10% cash contribution towards the project as stipulated by the Tasmanian Community Fund (TCF) in their grant deed with City Mission and is to be paid in three instalments of \$10,000 per year for three years.	Executive Leader Connections and Liveability	In progress
13 February 2025			
11.1. DA0536/2024 228 Golconda Road, Lilydale - Food Services - Change of Use to Operate One Food Van at Lilydale Falls Reserve	That the item lay on the table.	Executive Leader Community Assets and Design	Ongoing
12.2. Mayoral Report - Western Australia Visit - December 2024	That Council: 1. Consider Mandurah's youth engagement model for potential implementation. 2. Explore differential rating systems for holiday accommodation. 3. Review parking technology solutions implemented by City of Perth. 4. Note successful regional collaboration approaches for advocacy. 5. Undertake a review of the previous work undertaken to consider Mandurah and Launceston as working relationships. 6. Engage with the project team working on the Perth Concert Hall redevelopment, to further support the Princess Theatre and Earls Arts Centre redevelopment.	Executive Leader Connections and Liveability Executive Leader Delivery and Performance Executive Leader Community Assets and Design	1. In progress – referred to the Team Leader Community Development 7 April 2025. Item 6: an enquiry has been sent to the PCH redevelopment project team seeking engagement
23 January 2025			

20.4. Delegation under the Local Government (Highways) Act 1982	<p>That Council:</p> <ol style="list-style-type: none"> 1. pursuant to section 124 of the <i>Local Government (Highways) Act 1982</i> (Tas): <ol style="list-style-type: none"> a. revokes any previous delegation made by Council in respect of the <i>Local Government (Highways) Act 1982</i> (Tas). b. delegates to the holder(s) of the position(s) in Column One of the schedule listed at Recommendation 3, the powers and functions under the sections of the <i>Local Government (Highways) Act 1982</i> (Tas) specified in Column Two of that schedule, subject to restrictions (if any) referred to in Column Three of that schedule. 2. pursuant to section 23AA(2)(b) of the <i>Acts Interpretation Act 1931</i> (Tas), authorises the Mayor to evidence the delegations made by this decision, by signing an instrument of delegation referring to this decision and replicating, either exactly or in substance, the terms of the delegations effected by these Recommendations. 3. notes that the following table is the schedule referred to at Recommendation 1. 	Executive Leader Delivery and Performance	Not progressed
20.6. Lease - Kings Meadows Community Men's Shed	<p>That Council:</p> <ol style="list-style-type: none"> 1. by absolute majority pursuant to section 179 of the Local Government Act 1993 (Tas), decides to lease part of the land situated at 1-33 Nunamina Avenue, Kings Meadows (CT 15638/1), as identified on the plan below: 2. requires the lease to be on the following basis: <ol style="list-style-type: none"> a. the lease will commence on 1st February 2025 for a period of 5 years; b. the commencing rent will be \$340.34 per annum; c. The Lessee to be responsible for: <ol style="list-style-type: none"> i. energy costs; ii. volumetric and connection charges for water; iii. contents insurance; and iv. other service charges if any. d. The Lessee will continuously maintain: <ol style="list-style-type: none"> i. building in good and reasonable order; ii. and keep clear all noxious growth from premises; iii. public liability insurance of at least \$20 million. 3. requests the Chief Executive Officer to: 	Executive Leader Delivery and Performance	In progress The lease is currently with the Lessee and we are waiting on its return

	<ul style="list-style-type: none"> 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; <p>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).</p>		
20.8. Lease - Aquatic Centre Cafe	<p>That Council:</p> <ul style="list-style-type: none"> 1. by absolute majority, pursuant to section 178 of the Local Government Act 1993 (Tas), decides to lease part of the land situated at 18 High Street, Launceston, Certificate of Title 50902/1 known as the Launceston Leisure and Aquatic Centre Cafe, as identified on the plan below: 2. requires the lease to be on the following basis: <ul style="list-style-type: none"> a. The Lessee is to be to Dolle Hospitality Services Pty Ltd. b. the commercial lease will commence on or soon as possible after on 23 January for a period of 5 years + 5-year option. c. the commencing rent is to be the amount advised to Councilors by an email dated 20 January 2025. d. The Lessee to be responsible for: <ul style="list-style-type: none"> i. contents insurance; and ii. building insurance where applicable: and iii. other service charges if any. e. The Lessee will continuously maintain: <ul style="list-style-type: none"> i. the leased area in good and reasonable order; ii. and keep clear all noxious growth from premises; iii. public liability insurance of at least \$20 million. f. Council is to be responsible for structural maintenance of the building. 3. requests the Chief Executive Officer to: <ul style="list-style-type: none"> 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; 	Executive Leader Delivery and Performance	<p>In progress</p> <p>The lease is currently with the Lessee and we are waiting on its return</p>

	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 <i>Local Government Act 1993</i> (Tas).		
21.3. Notice of Motion - Annual General Meeting - Robin Smith - Signage for Personal Mobility Devices - 3 December 2024	That City of Launceston Council: 1. review the rules and signage as they relate to the operation of PMDs (e-scooters) in the Launceston Central Business District.	Executive Leader Delivery and Performance	Ongoing
21.5. Notice of Motion - Annual General Meeting - Robin Smith - Free Parking Promotion Advertised Available Seven Days Per Week - 3 December 2024	That City of Launceston: 1. establish a consistent approach to it's promotion of offering free parking 3.30pm-5.30pm	Executive Leader Delivery and Performance	Ongoing
12 December 2024			
19.1. Lilydale Golconda Memorandum of Understanding (MoU)	That Council: 1. authorises the Chief Executive Officer to enter into a formal Memorandum of Understanding (MoU) under the following terms: a. duration shall be from the date of signing until the collaboration outlined within the MOU is complete, or until such time as either council determines the MoU is no longer applicable b. nothing in the MoU creates or implies any obligations on the part of either council to enter into any contract, agreement, commitment or other arrangement, nor are the provisions intended to give rise to legal rights, obligations or liabilities on the part of either council; c. areas of collaboration shall include: i. shared understanding	Executive Leader Community Assets and Design	In progress: A final copy of the MOU was signed by the Dorset Council General Manager and returned to City of Launceston for return signature in late March 2025.

	<ul style="list-style-type: none"> ii. advocacy and lobbying iii. road and pavement improvements iv. data sharing and analysis v. community engagement <p>d. periodic reporting to Council on progress; and</p> <p>2. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the Memorandum of Understanding.</p>		
19.2. Action in Respect of a Grant from the Tasmanian Government for Projects in Lilydale	<p>That Council:</p> <p>1. determines to:</p> <ul style="list-style-type: none"> I. decline the component of the grant related to Clause 1.1 (a): the design and construction of a pedestrian and cycle pathway between Lilydale Falls and Lilydale; II. accept the component of the grant related to Clause 1.1 (b): council-led improvements to better integrate the Lilydale pool, playground, toilet and BBQ areas. III. (iii) write to the State Government seeking to purpose the remaining funds for the purpose of the Lilydale community. 	Executive Leader Connections and Liveability	In progress: awaiting a response from the Office of the Premier in relation to point iii.
19.3. City Park Macaques	<p>That Council:</p> <ul style="list-style-type: none"> 1. receives and notes the report; 2. determines that in respect of the reproductive, genetic and social management of the City Park Japanese macaques, action is to be taken to prevent all breeding within the troop; 3. if recommendation 2 above is resolved in the affirmative: <ul style="list-style-type: none"> a. notes that a consequence of that resolution will be that attrition will occur over an estimated 20-25 years, until no Japanese macaques remain in City Park; and b. requests the Mayor communicates the Council decision to the Mayor of Ikeda, Japan. 	Executive Leader Connections and Liveability	Ongoing
20.9. Intention to Lease Four Hospitality Venues at the Launceston Leisure and Aquatic Centre,	<p>That Council:</p> <ul style="list-style-type: none"> 1. pursuant to section 178 of the Local Government Act 1993: <ul style="list-style-type: none"> a) forms the intention to lease the property currently known as the Aquatic Cafe, located within the Launceston Leisure and Aquatic Centre, Certificate Title 246404/1, as identified in blue on the plan below, for a period of up to ten years: 	Executive Leader Connections and Liveability	Ongoing

Gorge Reserve, and Albert Hall	<ul style="list-style-type: none"> b) forms the intention to lease approximately 108m2 of space within the extension to the Albert Hall, which is currently under construction, Certificate of Title 50902/1, as identified on the plan below, for a period of up to ten years: c) forms the intention to lease the property currently known as the Gorge Restaurant, located within the Cataract Gorge Reserve, Certificate Title 235401/1, as identified in blue on the plan below, for a period of up to ten years: d) forms the intention to lease the property currently known as the First Basin Cafe, located within the Cataract Gorge Reserve, Certificate Title 243968/1, as identified on the plan below, for a period of up to ten years: <ul style="list-style-type: none"> 2. requires that formal notice is given of the intention to lease each of the four properties, as required by section 178(4) of the Local Government Act 1993 (Tas); 3. notes that, following the statutory objection period and completion of expression of interest processes, the selection of the lessee for each of the properties listed above will be made at a future Council meeting, along with the terms upon which each lease will be offered. 		
21.1. Proposal to Establish a Public Register of Interests	<p>That Council:</p> <ul style="list-style-type: none"> 1. Indicates its support for the development of a policy, which may be similar to the proposed policy outline document which is attachment 1 (ECM Doc Set ID 5162592) to this report, requiring: <ul style="list-style-type: none"> 1.1 the Chief Executive Officer to maintain a publicly available register containing details of certain interests of Councillors; and 1.2 Councillors to proactively disclose outside interests to the Chief Executive Officer for the purpose of inclusion in that register; 2. Instructs the Chief Executive Officer to: <ul style="list-style-type: none"> 2.1 convene a workshop or workshops at which the Councillors may engage in discussion and provide comments and guidance regarding the development of the policy described above; 2.2 bring to a future meeting of the Council, after those workshop/s, a proposed policy which the Council may adopt. 	Chief Executive Officer	Ongoing and forms part of the overall policy review currently being developed for the organisation
21.2. Tasmanian Government	That Council:	Chief Executive Officer	Completed

Response to the Future of Local Government Review Final Report Recommendations	1. notes the Tasmanian Government Response to the Future of Local Government Review Final Report Recommendations; and 2. upon release of the discussion paper, prepares a submission.																																															
31 October 2024																																																
17.1. Community Grants Round 1 2024-2025	<p>That Council:</p> <p>1. Approves the following Community Grant Program applications to receive the recommended grant amounts:</p> <table><tr><th>Organisation</th><th>Project/Activity</th><th>Score</th><th>\$Request</th><th>\$Recommend</th></tr><tr><td>Cancer Council Tasmania</td><td>Improving Access and Awareness of Cancer Wellbeing Services*</td><td>87%</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Rotary Club of Tamar Sunrise</td><td>Books for Kinder</td><td>84%</td><td>\$1,400</td><td>\$1,400</td></tr><tr><td>Starting Point Neighbourhood House</td><td>Ravenswood Connect Program**</td><td>81%</td><td>\$4,970</td><td>\$4,970</td></tr><tr><td>Mainly Music</td><td>Launceston Salvation Army Mainly Music</td><td>81%</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Cancer Patients Foundation</td><td>Look Good Feel Better</td><td>80%</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>Care Flight Limited</td><td>Increasing the Trauma Care Skills of Launceston's First Responders</td><td>76%</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>LGH Historical, Visual and Performing Arts Committee</td><td>LGH Music Program</td><td>75%</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>STOMPIN</td><td>Primary STOMPIN Courageous Creatures</td><td>74%</td><td>\$5,000</td><td>\$3,750</td></tr></table>	Organisation	Project/Activity	Score	\$Request	\$Recommend	Cancer Council Tasmania	Improving Access and Awareness of Cancer Wellbeing Services*	87%	\$5,000	\$5,000	Rotary Club of Tamar Sunrise	Books for Kinder	84%	\$1,400	\$1,400	Starting Point Neighbourhood House	Ravenswood Connect Program**	81%	\$4,970	\$4,970	Mainly Music	Launceston Salvation Army Mainly Music	81%	\$5,000	\$5,000	Cancer Patients Foundation	Look Good Feel Better	80%	\$5,000	\$3,750	Care Flight Limited	Increasing the Trauma Care Skills of Launceston's First Responders	76%	\$5,000	\$3,750	LGH Historical, Visual and Performing Arts Committee	LGH Music Program	75%	\$5,000	\$3,750	STOMPIN	Primary STOMPIN Courageous Creatures	74%	\$5,000	\$3,750	Executive Leader Connections and Liveability	In progress
Organisation	Project/Activity	Score	\$Request	\$Recommend																																												
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	<table><tr><td>COTA Tasmania</td><td>Live Well Live Long Launceston</td><td>73%</td><td>\$3,200</td><td>\$2,400</td></tr><tr><td>DadLAN Ltd.</td><td>DadLAN</td><td>72%</td><td>\$2,000</td><td>\$1,500</td></tr><tr><td>Karinya Young Women's Service</td><td>Fresh Start Food Program***</td><td>70%</td><td>\$5,000</td><td>\$1,357</td></tr><tr><td colspan="3">Total</td><td>\$46,570</td><td>\$36,627</td></tr><tr><td colspan="4">2024-2025 Community Grant (Organisations) Budget - Round 1</td><td>\$35,000</td></tr><tr><td colspan="4">Balance</td><td>- \$1,627</td></tr></table> <p>Note: Some Scores have been rounded</p> <table><tr><th>Organisation</th><th>Project/Activity</th><th>Score</th><th>\$Request</th><th>\$Recom</th></tr><tr><td>Able Launceston</td><td>Able Launceston Festivale & Fitness for all!</td><td>69%</td><td>\$4946</td><td>0</td></tr><tr><td>Town Team Movement</td><td>Loveable Launnie</td><td>58%</td><td>\$4200</td><td>0</td></tr><tr><td>Total</td><td></td><td></td><td>\$9,146</td><td>\$0</td></tr></table> <p>Note: Some Scores have been rounded</p>	COTA Tasmania	Live Well Live Long Launceston	73%	\$3,200	\$2,400	DadLAN Ltd.	DadLAN	72%	\$2,000	\$1,500	Karinya Young Women's Service	Fresh Start Food Program***	70%	\$5,000	\$1,357	Total			\$46,570	\$36,627	2024-2025 Community Grant (Organisations) Budget - Round 1				\$35,000	Balance				- \$1,627	Organisation	Project/Activity	Score	\$Request	\$Recom	Able Launceston	Able Launceston Festivale & Fitness for all!	69%	\$4946	0	Town Team Movement	Loveable Launnie	58%	\$4200	0	Total			\$9,146	\$0		
COTA Tasmania	Live Well Live Long Launceston	73%	\$3,200	\$2,400																																																	
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Total			\$9,146	\$0																																																	
19.2. Flood Mitigation Strategy - Scoping Study	<p>That Council:</p> <ol style="list-style-type: none">1. endorses the Flood Mitigation Strategy - Scoping Strategy (ECM Doc Set ID 5145101); and2. Includes the required additional resourcing in the draft 2025/26 financial year budget.	Executive Leader Community Assets and Design	Recruitment process has commenced. Will be included in the 2025/2026 draft budget.																																																		

<p>19.3. Queen Victoria Jubilee Drinking Fountain Restoration Project - Non Application of Public Tender Process</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. notes the Conservation Report for the Children's Jubilee Drinking Fountain (ECM Doc Set ID 5138081), included as attachment 1 to this report; 2. pursuant to regulation 27(i)(iii) of the Local Government (General) Regulations 2015, resolves by absolute majority that: <ol style="list-style-type: none"> a. it is highly desirable that restoration of the Queen Victoria Jubilee Drinking Fountain takes place within Tasmania to avoid the expense and risk associated with custom crating and shipping of component parts to a location outside Tasmania b. City of Launceston has an interest in ensuring local contractors are supported to develop and use the specialised skills required for cast iron repair c. Glasgow Engineering has incurred costs of \$99,193.64 to date, to progress restoration of the Queen Victoria Jubilee Drinking Fountain to a point where the balance of work required to complete the restoration can be communicated to the Council d. The nature of the work still to be done on the Queen Victoria Jubilee Drinking Fountain is such that a final cost cannot be estimated, and it seems possible that the total cost of the project will approximate our tender threshold of \$250,000 e. with reference to the reasons listed at 2a-d above, a satisfactory result will not be achieved by inviting tenders for the restoration of the Queen Victoria Jubilee Drinking Fountain because of extenuating circumstances and the unavailability of competitive or reliable tenderers 3. authorises the Chief Executive Officer to engage Glasgow Engineering to complete the restoration of the Queen Victoria Jubilee Drinking Fountain, with a final report on outcomes including cost to be prepared for the Council on completion of the works. 	<p>Executive Leader Connections and Liveability</p>	<p>Restoration work is continuing</p>
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17 October 2024			
<p>20.1. Proposed amendments to Sealed Plan 164783 - 62 Parklands Parade, Newnham</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. pursuant to section 103(1)(a) of the Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas), proposes to amend Sealed Plan 164783 by excepting Lot 902 from the restrictions contained within paragraph 2.4 of the relevant Schedule of Easements, so that the paragraph 2.4 would then read (without italics): <p>2.4 The owner of each Lot on the Plan (except for Lots 902 and 903) covenants with the subdivider, The Grange (Launceston) Limited ACN 117 923 565 and the owner for the time being of every other Lot shown on the Plan (with the exception of Lots 902 and 903) to the intent that the burden of this covenant may run with and bind the covenantor's Lot and every part thereof and that the benefit thereof shall be annexed to and devolve with each and every part of every other Lot shown on the Plan to observe the following stipulations:</p> <p>[remainder of paragraph to remain unchanged]</p> <ol style="list-style-type: none"> 2. requests the Chief Executive Officer to give notice of the proposed amendment to all relevant people, as required by section 103(2) of the Local Government (Building and Miscellaneous Provisions Act) 1993 (Tas). 3. 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). 	<p>Executive Leader Community Assets and Design</p> <p>Executive Leader Delivery and Performance</p>	<p>Complete</p> <p>Previous decision rescinded at 27 March 2025 Council meeting</p>

5 September 2024																											
17.2. Special Event Sponsorship 2024/2025	That Council approves the following Special Event to receive the recommended sponsorship amount from the 2024/2025 Special Event Sponsorship Budget.		Executive Leader Connections and Liveability																								
	<table><tr><td>Organisatio n</td><td>Event</td><td>Score</td><td>\$Reque st</td><td>\$Assess</td><td>\$Reco m</td></tr><tr><td>Touch Football Australia</td><td>Cold Climate Classic</td><td>78%</td><td>\$20,000</td><td>\$20,000</td><td>\$15,000</td></tr></table>			Organisatio n	Event	Score	\$Reque st	\$Assess	\$Reco m	Touch Football Australia	Cold Climate Classic	78%	\$20,000	\$20,000	\$15,000												
	Organisatio n	Event		Score	\$Reque st	\$Assess	\$Reco m																				
	Touch Football Australia	Cold Climate Classic		78%	\$20,000	\$20,000	\$15,000																				
* Mayor Garwood abstained from the assessment of this event.																											
17.3. Major Event Sponsorship Round 2 2024/2025	That Council:		Executive Leader Connections and Liveability																								
	1. Approves the following major event sponsorship applications to receive the recommended sponsorship amount, from the 2024/2025 major event sponsorship budget.																										
	<table><tr><td>Organisation</td><td>Event</td><td>Scor e*</td><td>\$Reques t</td><td>\$Asses s</td><td>\$Recom</td></tr><tr><td>Tennis Australia (Tennis Tasmania)</td><td>Launceston International Tennis - (Level 2)</td><td>78%</td><td>\$20,000</td><td>\$20,000</td><td>\$15,000</td></tr><tr><td>Jacqueline Anifandis</td><td>Launceston Ukulele Jamboree (Level 1)</td><td>78%</td><td>\$12,500</td><td>\$12,500</td><td>\$9,375</td></tr><tr><td>Tennis Australia</td><td>Launceston Junior ITF -</td><td>78%</td><td>\$20,000</td><td>\$20,000</td><td>\$15,000</td></tr></table>			Organisation	Event	Scor e*	\$Reques t	\$Asses s	\$Recom	Tennis Australia (Tennis Tasmania)	Launceston International Tennis - (Level 2)	78%	\$20,000	\$20,000	\$15,000	Jacqueline Anifandis	Launceston Ukulele Jamboree (Level 1)	78%	\$12,500	\$12,500	\$9,375	Tennis Australia	Launceston Junior ITF -	78%	\$20,000	\$20,000	\$15,000
	Organisation	Event		Scor e*	\$Reques t	\$Asses s	\$Recom																				
	Tennis Australia (Tennis Tasmania)	Launceston International Tennis - (Level 2)		78%	\$20,000	\$20,000	\$15,000																				
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Tennis Australia	Launceston Junior ITF -	78%	\$20,000	\$20,000	\$15,000																						

	(Tennis Tasmania)	Tennis (Level 2)**							
	Tasmanian Turf Club Inc.	Ladbroke's Launceston Cup (Level 2)	76%	\$20,000	\$20,000	\$15,000			
	Launceston Competitions Association	Launceston Competitions (Level 1)**	75%	\$10,000	\$10,000	\$7,500			
	Golf Australia	2025 Men's & Women's Tasmanian Open & Inclusive Championships (Level 2)	73%	\$20,000	\$20,000	\$15,000			
	IO Performance	Launceston Summer Series (Level 1)	72%	\$10,000	\$10,000	\$7,500			
	Fungi the Festival	Fungi the Festival (Level 2)	71%	\$17,000	\$17,000	\$12,750			
	Social Social Pty Ltd	Alleyways - (Level 2)**	70%	\$20,000	\$20,000	\$15,000			
	Multicultural Council of Tasmania	Celebrating Harmony (Level 1)	68%	\$7,830	\$7,830	\$5,873			
	Assembly 197	BEACON (Level 1)	66%	\$12,500	\$12,500	\$9,375			

	<table><tr><td>TOTAL</td><td></td><td></td><td>\$169,830</td><td></td><td>\$127,373</td></tr></table> <p><i>Note - there are two levels in this category. Level 1 events receive funding between \$5,001 - \$12,500. Level 2 events receive funding between \$12,500 - \$20,000. *Some scores have been rounded ** Mayor Garwood abstained from the assessment of the Launceston Junior ITF, the Launceston Competitions and Alleyways.</i></p>	TOTAL			\$169,830		\$127,373																																						
TOTAL			\$169,830		\$127,373																																								
17.4. Small Event Sponsorship Round 2 2024/2025	<p>That Council</p> <p>1. Approves the following small event sponsorship applications to receive the recommended sponsorship amount from the 2024/2025 small event sponsorship budget.</p> <table><tr><th>Organisation</th><th>Event</th><th>Score*</th><th>\$Request</th><th>\$Assess</th><th>\$Recommend</th></tr><tr><td>Lilydale District Progress Association</td><td>Lilydale Winter Solstice Lantern Walk</td><td>89%</td><td>\$2,000</td><td>\$2,000</td><td>\$2,000</td></tr><tr><td>**Social Social Pty Ltd</td><td>World Street Eats</td><td>88%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Tasmanian Brick Enthusiasts Inc.</td><td>Brixhibition Launceston 2025</td><td>86%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Social Social Pty Ltd</td><td>Friday Night Eats</td><td>85%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Launceston Lions Sport Club Incorporated.</td><td>Sri Lankan New Year Festival 2025</td><td>83%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>**Cancer Council Tasmania</td><td>Relay for Life Launceston</td><td>81%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr></table>	Organisation	Event	Score*	\$Request	\$Assess	\$Recommend	Lilydale District Progress Association	Lilydale Winter Solstice Lantern Walk	89%	\$2,000	\$2,000	\$2,000	**Social Social Pty Ltd	World Street Eats	88%	\$5,000	\$5,000	\$5,000	Tasmanian Brick Enthusiasts Inc.	Brixhibition Launceston 2025	86%	\$5,000	\$5,000	\$5,000	Social Social Pty Ltd	Friday Night Eats	85%	\$5,000	\$5,000	\$5,000	Launceston Lions Sport Club Incorporated.	Sri Lankan New Year Festival 2025	83%	\$5,000	\$5,000	\$5,000	**Cancer Council Tasmania	Relay for Life Launceston	81%	\$5,000	\$5,000	\$5,000	Executive Leader Connections and Liveability	In progress
Organisation	Event	Score*	\$Request	\$Assess	\$Recommend																																								
Lilydale District Progress Association	Lilydale Winter Solstice Lantern Walk	89%	\$2,000	\$2,000	\$2,000																																								
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**Cancer Council Tasmania	Relay for Life Launceston	81%	\$5,000	\$5,000	\$5,000																																								

	Northern Tasmanian Croquet Centre Inc.	Northern Tasmanian Croquet Easter Tournament	77%	\$1,000	\$1,000	\$750
	RSPCA Tasmania	Million Paws Walk	77%	\$5,000	\$5,000	\$3,750
	Community of St Patricks River District (Tas) Inc.	St Patricks River District Day	75%	\$5,000	\$5,000	\$3,750
	Croquet Tasmania	2025 Golf Croquet World Team Championship	72%	\$4,000	\$4,000	\$3,000
	Dobson Guitar Services	Riverbend Blues 2025	66%	\$5,000	\$5,000	\$3,750
	Total			\$47,000	\$47,000	\$42,000
	<p><i>*Some scores have been rounded</i> <i>**Mayor Garwood abstained from the assessment of Relay for Life and World Street Eats.</i></p>					
19.1. Princess Theatre and Earl Arts Centre	<p>That Council:</p> <ol style="list-style-type: none"> Approves the refurbishment of the Princess Theatre and Earl Art Centre for an estimated present value construction cost of up to \$30m to be undertaken from January 2026 for a period of approximately 18-24 months. Advocate for Federal and State Government funding to support Councils contribution. Include the projected value of the works in the Long-term Financial Plan. Request the Chief Executive Officer to prepare a detailed project management plan for presentation to Council by December 2024. The plan is to include as a minimum: <ol style="list-style-type: none"> Detailed scope of works Program scheduling 				Executive Leader Community Assets and Design Executive Leader Delivery and Performance	Items 1,2, 3, and 4 complete. Item 5 ongoing.

	<div><div><div>c. Financing and procurement strategy</div><div>d. Stakeholder management plan</div><div>e. Risk management plan</div></div><div>5. Work with Theatre North and community users of the facility to determine what support is required to ensure sustainability of the cultural sector during extended closure periods.</div></div>												
27 June 2024													
13.1 New Year's Eve Event Sponsorship 2024 - 2026	<div><div>That Council:</div><div><div>3. pursuant to the Events Sponsorship Policy 05-PI-012 -</div><div><div>a. notes that the Launceston BeerFest New Year's Eve event has been identified as a Major Signature Event; and</div><div>b. approves the application by BeerFest No 1 Pty Ltd to receive sponsorship recommended below for the Launceston BeerFest New Year's Eve event:</div></div></div><table><tr><th>Financial year</th><th>Recommended sponsorship</th></tr><tr><td>2024/2025</td><td>\$46,000</td></tr><tr><td>2025/2026</td><td>\$46,000</td></tr><tr><td>2026/2027</td><td>\$46,000</td></tr><tr><td>Total</td><td>\$138,000</td></tr></table><div>2. notes that the amounts listed at Recommendation 1 will be included in budget estimates for 2024/2025, 2025/2026 and 2026/2027 which are yet to be adopted by the Council.</div></div>	Financial year	Recommended sponsorship	2024/2025	\$46,000	2025/2026	\$46,000	2026/2027	\$46,000	Total	\$138,000	Executive Leader Connections and Liveability	In progress
Financial year	Recommended sponsorship												
2024/2025	\$46,000												
2025/2026	\$46,000												
2026/2027	\$46,000												
Total	\$138,000												

2 May 2024			
14.1. Cataract Gorge Chairlift Renewal Request	<p>That Council:</p> <ol style="list-style-type: none"> Provides in principle support for the renewal of the Gorge Chairlift and welcomes the proponents to work with the Council to obtain: <ol style="list-style-type: none"> Disposal of an interest in land under section 178 of the <i>Local Government Act 1993</i>. A new licence or easement for operation of the site. Provision of consent under section 52(1B)(b) of the <i>Land Use Planning and Approval Act 1993</i> to lodge a development application on Council managed land. Notes the land owner consent, disposal of an interest in land and licence all require separate decisions of Council. 	Executive Leader Delivery and Performance	In progress
4 April 2024			
15.2. Next steps in expression of interest process - 56 Frederick Street, Launceston	<p>That Council:</p> <ol style="list-style-type: none"> Endorses the proposal submitted by the Launceston History Centre Inc. as its preferred proposal for the future use of 56 Frederick Street, Launceston; Authorises the Chief Executive Officer to work with the Launceston History Centre Inc. to progress a lease in alignment with the Council's Lease and Licence Policy 19-Plx-002 for managing the ongoing use of 56 Frederick Street, Launceston; and Notes that the Council will be asked to formally consider granting the lease with appropriate terms at a future meeting of the Council. 	Executive Leader Delivery and Performance	Items 1 and 2 completed
21 March 2024			
15.1. Transfer of York Park to Stadiums Tasmania	<p>That Council:</p> <ol style="list-style-type: none"> notes the intention that it formed on 15 December 2022 to transfer York Park and associated land and assets at 2 Invermay Road, Invermay to Stadiums Tasmania for nominal consideration. considers each of the three objections appearing at Attachments 1, 2 and 3, received as part of the public advertising process commencing on 18 November 2023, noting the officer response to each of the three objections as documented as part of the report to this agenda item. 	Chief Executive Officer	Ongoing with the formal process underway. After the sub-division process is completed, this will allow for the formal transfer of property and assets.

	<p>3. by absolute majority, pursuant to section 178 of the Local Government Act 1993, approves the transfer of York Park and associated land and assets at 2 Invermay Road, Invermay to Stadiums Tasmania for nominal consideration, with the dimensions of that land being set out at Attachment 4 and the following plan. (Image removed)</p> <p>4. notes that the transfer of the land pursuant to these Recommendations, will not occur until each of the following events has occurred: a) where an appeal is made by an objector to the Tasmanian Civil and Administrative Appeals Tribunal, the determination of such appeal; and, b) a planning permit has been issued by the Council in its capacity as Planning Authority to subdivide the relevant land; and, c) the exact dimensions of the land have been confirmed by way of final survey.</p> <p>5. requests the Chief Executive Officer to determine the exact dimensions and parameters of the land and assets to be transferred and to exercise Council's powers in respect of the Local Government Act 1993 and the Stadiums Tasmania Act 2022 in order to facilitate the transfer to Stadiums Tasmania.</p> <p>6. Requests the Chief Executive Officer to negotiate a term sheet with Stadiums Tasmania which is consistent with the letter of intent received on 2 February 2024 and attached to this report (ECM Doc Set ID 5020948), which will require a further specific decision of the Council.</p> <p>7. notes that the term 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.</p>		We are aiming for a transfer this financial year.
16.2. Memorandum of Understanding - AFL and AFLW in Launceston	That Council endorses the Memorandum of Understanding with the State Government for AFL and AFLW in Launceston (ECM Doc Set ID 4979719) with the addition of the words at least before four of its matches (Clause 2.3 - page 2 of Draft Deed).	Chief Executive Officer Executive Leader Delivery and Performance	Completed

5 October 2023			
<p>18.1. 126-128 Russells Plains Road, Rocherlea</p>	<p>MOTION 1 That Council:</p> <ol style="list-style-type: none"> 1. determines that the dwelling at 126-128 Russells Plains Road, Rocherlea not be made available for leasing due to safety concerns that exist for tenants from persons regularly trespassing on the site; and 2. given the extensive theft and damage that has occurred to the dwelling on the site, that it be demolished. <p>MOTION 2 That Council:</p> <ol style="list-style-type: none"> 1. prioritises making a decision on whether the site at 126-128 Russells Plains Road, Rocherlea will be required to house a new landfill site once the current landfill at the Remount Road site is closed; and 2. in the event that it is determined that the site is not required for a future landfill, undertake a land use study to investigate options for its potential development. 	<p>Executive Leader Delivery and Performance</p> <p>Chief Executive Officer</p>	<p>Ongoing</p>

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:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

1. To provide for the health, safety and welfare of the community.
2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.
5. To maintain a financially sustainable organisation.

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

22.2. Status Report on Notices of Motions

FILE NO: SF5547

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the updated Status Report – Notices of Motions.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2015

RECOMMENDATION:

That Council:

1. receives the Status Report of Notices of Motions.

REPORT:

In accordance with s16 (5) of the *Local Government (Meeting Procedures) Regulations 2015*, 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 Report - Notice of Motions 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.

Notices of Motions Status Report

Date	Project/Initiative Notice of Motion	Owner	Progress
11 February 2021 Councillor A E Dawkins	Traffic Calming on Gorge and Trevallyn Roads <i>That Council investigates and implements traffic calming measures, including speed reduction, physical barriers to speeding like speed humps and roundabouts, as well as safe pedestrian crossings on Trevallyn and Gorge Roads.</i>	Chief Executive Officer Executive Leader Community Assets and Design	<p>An investigation report was presented at Council Workshops on 13 May 2021 and 2 December 2021. At the Council Meeting on 10 February 2022 the matter was formally considered, and fifteen recommendations endorsed.</p> <p>Of these recommendations, eight are complete. Three recommendations have been actioned but will not be able to progress due to technical constraints or other considerations as previously reported.</p> <p>Resourcing for the remaining six recommendations will be considered during 2025:</p> <ul style="list-style-type: none"> • Develop an education campaign referencing driving on narrow and hilly city streets as part of the broader education campaign in the Launceston Transport Strategy Work Plan. • Undertake improvements to existing safety barriers to ensure safe operation in line with current standards. • Monitor vehicle speeds following completion of short term improvements. • Develop initial design concepts and test feasibility of a raised junction at South Esk Road, Trevallyn. • Dependent on initial feasibility findings, undertake further design work for the construction of a raised intersection platform at the Trevallyn Road/South Esk Road junction. • Improve lighting on the flat section of Trevallyn Road, Trevallyn.

<p>10 March 2022 Councillor D C Gibson</p>	<p>Windermere/Swan Bay Roads <i>That Council acknowledges the concerns of the residents and requests the Chief Executive Officer to investigate the issues raised and provide a detailed report to Council for consideration in April 2022.</i></p>	<p>Chief Executive Officer</p> <p>Executive Leader Community Assets and Design</p>	<p>An investigation report was presented at Council Workshop on 14 April 2022 and the Council Meeting on 5 May 2022, where thirteen (13) recommendations were endorsed. Nine (9) of these are complete.</p> <p>Outstanding actions remain as follows, with updates included below.</p> <ul style="list-style-type: none"> • Provide Entry/Gateway signage to give warning advice to drivers upon entry to the Windermere area. • Provide select, targeted geometric and pedestrian warning signage on Windermere Road. <i>A comprehensive review of all signage along Windermere Road is scheduled for completion in 2025, with any necessary changes to be implemented. While concept options for entry signage have been explored, further consideration of broader implications for other "settlements" is required.</i> • Produce rural residential road design standards for new developments. <i>This will be considered as part of the statewide "Tasmanian Development Manual" project currently underway to ensure statewide consistency. The working group includes City of Launceston staff.</i> • Collaborate with bus service operators to determine high-use formal bus stops for provision of bus stop infrastructure, including signage and hard stands. <i>City of Launceston are currently improving bus stops across the LGA through the State funded all-access all-weather bus stop upgrade program. Round 2 is currently underway. This has been prioritised based on need and usage, however the bus stops in the Windemere area have not featured within these rounds due to low patronage.</i>
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<p>11 August 2022 Councillor T G Walker</p>	<p>Suburban Business District Green Spaces <i>In support of, and complimentary to, the City of Launceston's recent Memorandum of Understanding with the Launceston Chamber of Commerce regarding the urban greening of the City, that the Council agrees to pursue the following initiatives:</i></p> <ol style="list-style-type: none"> <i>1. provides its in-principle support for the provision of additional green spaces adjacent to and/or within suburban business districts such as (but not limited to) Kings Meadows, Mowbray, St Leonards and Newstead; and</i> <i>2. requests the Chief Executive Officer to ensure that current review process for the Greater Launceston Plan includes a framework to promote the opportunity and identify suitable spaces for this provision, either currently held land, or prospective sites that may be available for this purpose; and</i> <i>3. following the review of the GLP, that the Council develop an implementation plan which identifies and provides the necessary actions and resourcing to deliver the green spaces. The implementation plan would need to include a</i> 	<p>Executive Leader Community Assets and Design</p> <p>Executive Leader Strategy and Innovation</p>	<p>In progress.</p> <p>This motion was incorrectly marked complete as noted in the version of this report that was considered by Council on 6 March 2025. It was subsequently not included in the table considered by the Council on 27 March 2025.</p> <p>Consideration of the motion and discussion that occurred at the Workshop on 20 March 2025 highlighted a disconnect between previously reported commentary and the intent of this motion.</p> <p>Council Officers will seek to understand whether the reviewed Greater Launceston Plan responds to point 2 of the motion and will proceed to scope points 3 and 4 accordingly.</p>
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	<p><i>community engagement process with, amongst other objectives, the need to determine the extent and scope of infrastructure that would be desirable in these spaces; and</i></p> <p>4. <i>that priority be given to maximising the greening of the area, but that additional facilities such as playgrounds or toilets be considered desirable additions if possible.</i></p>		
<p>15 December 2022 Councillors D H McKenzie and A E Dawkins</p>	<p>Clean Air Strategy <i>That Council agrees that Launceston City Council develop a Clean Air Strategy, which should not be limited to but will include:</i></p> <ol style="list-style-type: none"> <i>1. review of current State and Federal Government legislation to determine its effectiveness in supporting a clean air strategy and where there are improvements required develop a plan to lobby for change;</i> <i>2. review of the effectiveness of past Council programs to improve air quality outcomes, such as the Wood Heater buy-back program;</i> <i>3. compilation of baseline data to provide a base to measure improvements;</i> <i>4. engagement of Northern Councils to achieve shared actions where possible;</i> 	<p>Executive Leader Delivery and Performance</p>	<p>The Clean Air Strategy was presented to Councillors for their guidance and direction in November 2024.</p> <p>The Strategy is likely to be delivered in-house, so we need to ensure the additional FTE is approved before we can recruit.</p> <p>Pending successful recruitment happening before July 2025 we anticipate the following as a reasonable timeline (and we anticipate tasks can be undertaken concurrently):</p> <ul style="list-style-type: none"> • Recruitment of Environmental Health Officer: End June 2025 • Review and finalisation of project plan and stakeholder engagement plan: August 2025 • Review of data and precedent studies: December 2025 • - Gap analysis: March 2025 • Stakeholder engagement: June 2026 • Data collation: December 2026 • Draft strategy and action plan: February 2027 • Stakeholder review draft strategy and action plan (incl. Councillor workshops prior to going out to broader stakeholder group): June 2027

	<p>5. <i>education of industry and the broader community on better environmental practices;</i></p> <p>6. <i>investigation of more effective enforcement processes; and</i></p> <p>7. <i>recommendations to Council regarding means to improve outcomes. Report back to Council should occur in reasonable time outlining next steps and to enable progress to be achieved ahead of next winter.</i></p>		Finalise strategy and action plan (incl. Councillor meeting to endorse): December 2027.
<p>29 June 2023 Councillor L M McMahon</p>	<p>Reinstatement of the State Government's Financial Contribution to the Active Launceston Program <i>That Council requests the Chief Executive Officer write to the Premier and request the reinstatement of the State Government's financial contribution to the Active Launceston program.</i></p>	Executive Leader Connections and Liveability	<p>Correspondence was sent to the Premier on 6 July 2023. A response was received by way of a \$20,000 one off grant that Council had been allocated by the State Government, in recognition of the Active Launceston Program.</p> <p>The recurring funding that Council previously received has not been reinstated. The Liveable Communities Team is assessing next steps.</p>
<p>21 September 2023 Councillor A E Dawkins</p>	<p>Establishing a Leadership Role for the City of Launceston in the Prevention of Child Sexual Abuse <i>To show local community leadership and responsiveness to the revelations of widespread historic and contemporary child sexual abuse in Launceston, as evidenced in the recent Commission of Inquiry* hearings, it is moved that Council:</i></p> <p>1. <i>investigates opportunities to acknowledge victim/survivors of child sexual abuse through the inclusion of an appropriate public</i></p>	Executive Leader Connections and Liveability	Progress against delivery of this motion and progress towards compliance with the Child and Youth Safe Organisations Framework was reported to the Council on 27 March 2025. There is no further update at this time.

	<p><i>art installation in the next stage of the City Heart development.</i></p> <ol style="list-style-type: none"> <i>2. engages with the organisers of the National Child Sexual Abuse Survivors Day to support community events planned for the Launceston municipality.</i> <i>3. includes an assessment criterion for grant applications to the Council requiring respondent entities (clubs, associations, etc.) to demonstrate how they comply with the Child and Youth Safe Standards.</i> <i>4. requests the Council's Officers report to a future Council Meeting on:</i> <ol style="list-style-type: none"> <i>a) the feasibility of conducting site visits to two peer communities** where the councils have assumed a Child Sexual Abuse Prevention role and make recommendations as to how the City of Launceston can show further leadership***.</i> <i>b) progress against compliance with the National Principles for Child Safe Organisations, including Child Sexual Abuse prevention awareness for Councillors.</i> <p><i>* Commission of Inquiry (COI) into the Tasmanian Government's Responses</i></p>		
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	<p>to Child Sexual Abuse in Institutional Settings.</p> <p>** Possible peer communities include Ballarat, Victoria and Maitland, New South Wales.</p> <p>*** Examples of further leadership roles for local government might include: - Co-delivery of Child Sexual Abuse Prevention Community Awareness Campaigns in conjunction with the Child Safe Regulator. - Co-convening standards compliance workshops for local clubs, associations and businesses with the Regulator. - Auspicing and participating as part of a Launceston consortium of community organisations committed to Child Sexual Abuse prevention in non-institutional settings</p>		
<p>7 March 2024 Councillor A J Britton</p>	<p><i>That Council:</i></p> <p><i>1. Acknowledges the urgent need for a comprehensive flood mitigation strategy that recognises the existential risks associated with major floods and addresses current and future vulnerabilities and risks associated with flooding in our City.</i></p> <p><i>2. Directs the Chief Executive Officer to develop a scope and detailed project plan to deliver a comprehensive Flood Mitigation Report using all available research, flood modelling, economic analysis, and historic data, to provide an assessment of potential flood risk mitigation options and their relative</i></p>	<p>Executive Leader Community Assets and Design</p>	<p>A Flood Mitigation Strategy - Scoping Study was presented and endorsed at Council 31 October 2024.</p> <p>Recruitment processes are currently underway, specifically the development and consideration of a business case for a resource to deliver the project. We require the resource in order to continue progressing the Motion.</p>

	<p><i>costs and benefits within our jurisdiction.</i></p> <p><i>3. The Report is to identify and evaluate these flood mitigation measures, including large scale infrastructure projects (e.g., levees, barrages, drainage improvements), natural solutions (e.g., wetland restoration, riparian buffers), and policy measures (e.g., zoning changes, building codes).</i></p> <p><i>4. The project is to be considered as part of annual plan and budget discussions.</i></p> <p><i>5. a. The Chief Executive Officer is to pursue external funding opportunities, including state and federal grants, to support the implementation of the flood mitigation strategy.</i></p> <p><i>b. Prepare a briefing statement on flood risk – Immediately a briefing paper prepared is sent to all major parties prior to the coming state election asking for their support in the creation of this strategy</i></p> <p><i>6. The council will engage with community stakeholders, including residents, business owners, environmental groups, and indigenous communities, to gather input and ensure a collaborative approach.</i></p>		
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16 May 2024 Councillor A J Palmer	Family Violence <i>That Council:</i> <ol style="list-style-type: none"><i>1. acknowledges that family and domestic violence has never, and will never be tolerated in our community; and</i><i>2. recognises the strategies and programs Council has in place to support victims of domestic and family violence; and</i><i>3. implement a respectful relationships program, for all Staff and Councillors (presently employed), to commence within the 2024/2025 financial year and that it is included as part of the on boarding and induction for new staff and future Councillors, starting July 1 2024.</i>	Executive Leader Delivery and Performance	<p>1. The City of Launceston acknowledges that family and domestic violence have no place in our community or workplace.</p> <p>2. Community Development works in this space by supporting 16 Days of Activism and other initiatives as they arise. Council's Enterprise Agreement specifically references victims of family violence (section 6.17) and seeks to support impacted employees by way of leave provisions, financial support, access to the Employee Assistance Program, changes to working patterns and contact details.</p> <p>3. Further work is required as to the appropriateness of the respectful relationships program, specifically whether it is trauma informed, and whether there might be more appropriate ways to raise awareness with staff and Councillors. There are survivors of family and domestic violence at council and care needs to be taken not to trigger or retraumatise those who are victim survivors of family and domestic violence.</p> <p>The Human Resources Team have reviewed the Family Violence Loan procedure and is finalising an updated document. The Organisational Development Team are researching training options.</p> <p>This Notice of Motion in in the Organisational Development and People and Culture Team Plans as a priority.</p>
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<p>13 June 2024 Councillor A E Dawkins</p>	<p>Establishing an Inclusion Action Plan and Community Consultation <i>That Launceston City convene a round table of LGBTIQ+ residents and their allies to discuss and recommend further action by the City to foster LGBTIQ+ equity and inclusion with the goal of developing an Inclusion Action Plan</i></p>	<p>Executive Leader Connections and Liveability</p>	<p>Officers are developing a plan for consultation on the proposed Equity and Inclusion framework, with consultation likely to occur in the first quarter of 2025/2026.</p> <p>The Chief Executive Officer, Acting Executive Leader Connections and Liveability and Councillor Dawkins met with LGBTIQ+ advocates on 19 March 2025 to discuss progress and next steps in respect of this motion and actions that will be delivered earlier than the above. Work on this is in progress.</p>
<p>22 August 2024 Mayor Councillor M K Garwood</p>	<p>Increase Housing Diversity in the Municipality <i>That Council explores an opportunity to increase housing diversity in the municipality by:</i></p> <ul style="list-style-type: none"> <i>Investigating the use of a CBD or inner-city landholding for the development of community housing as well as retaining public car parking facilities;</i> <i>Engage a Registered Community Housing Provider (CHP) or a private developer with demonstrable experience partnering with the community housing sector, following due process, to devise plans for the identified site that result in affordable housing at a high-density in line with desirable heights for the CBD; and</i> <i>Support the proponent to apply for funding in a future round of the Federal Government's Housing Australia Future Fund to develop the site for affordable housing</i> 	<p>Executive Leader Community Assets and Design</p>	<p>This project and its resourcing are being reviewed by the Executive Leaders of Community Assets and Design and Strategy and Innovation. Discussions are ongoing within Executive Team.</p>

<p>19 September 2024 Mayor Councillor M K Garwood</p>	<p>CCTV (Closed Circuit Television) System Within Launceston Central Business <i>That Council:</i></p> <ol style="list-style-type: none"> <i>Undertakes a review of the current CCTV (Closed Circuit Television) system within the Launceston Central Business District, to provide options for system improvement, and a focus on community safety; and</i> <i>A report be presented to Council summarising the review, including any future options for system improvement and investment.</i> 	<p>Executive Leader Community Assets and Design</p>	<p>Council will engage with an external consultant, via a Request for Quotation (RFQ) process, to perform the review of the current CCTV system.</p> <p>The RFQ is in the final stages of approval and will be distributed to potential consultants soon.</p> <p>An update will be provided to Council upon completion of the review.</p>
<p>12 December 2024 Councillor A G Harris</p>	<p>City of Launceston to Establish a Memorandum of Understanding with Dorset Council to Facilitate the Development of Stage 3 of the North East Rail Trail <i>That Council:</i></p> <ol style="list-style-type: none"> <i>Provides in-principle support of the North East Rail Trail Stage 3 – Lilydale Falls to Scottsdale in concept only;</i> <i>approves providing Dorset Council a letter of support outlining Council's in-principle support for the project; and</i> <i>be provided with a project report to better understand implications to Council, such as costs, ownership and technical challenges.</i> 	<p>Executive Leader Connections and Liveability</p>	<p>This work is under way. Council officers have met with representatives of Dorset Council to progress item 3.</p>

<p>12 December 2024 Mayor Councillor M K Garwood</p>	<p>Bicycle Donation to Tasmania Police <i>That Council:</i> 1. <i>purchase two (2) fit-for-purpose bicycles, to a combined maximum value of \$15,000 (excluding GST), to be donated to Tasmania Police for the sole purpose of reintroducing the bike patrols within the Launceston Central Business District.</i></p>	<p>Executive Leader Connections and Liveability</p>	<p>Officers will develop an MOU with Tasmania Police which will set out the expectations for:</p> <ul style="list-style-type: none"> • how often the bicycles will be used • where the bicycles will be used • maintenance responsibilities • ownership of the bikes • transfer of bikes back to CoL in the event the bike patrols are not deemed feasible by TasPol. <p>Work on the MOU is continuing.</p>
<p>12 December 2024 Mayor Councillor M K Garwood</p>	<p>Mobile LED Screen <i>That Council:</i> 1. <i>investigates the procurement of a large mobile LED screen to support City activation, and events; and</i> 2. <i>the project is to be considered as part of annual plan and budget discussions.</i></p>	<p>Executive Leader Connections and Liveability</p>	<p>Officers have commenced more detailed investigations into fixed and mobile screens and also projection options, with a report to be tabled to council in the first half of 2025.</p>
<p>12 December 2024 Mayor Councillor M K Garwood</p>	<p>Street Art Festival and Street Art Laneways <i>That Council:</i> 1. <i>pursuant to the City of Launceston Public Art Strategy 2023-2031, prioritises the Opportunity - City Centre Laneways recommendation for a Street Art Laneway Gallery to be developed for delivery in FY2024/2025, and a second gallery for delivery in FY2025/2026; and</i> 2. <i>pursuant to the City of Launceston Public Art Strategy 2023-2031, prioritises the Opportunity - City Centre Laneways recommendation for a Laneway Festival to be</i></p>	<p>Executive Leader Connections and Liveability</p>	<p>Work has commenced on the laneway festival and laneway gallery. A Councillor briefing will be provided once sites have been finalised.</p>

	<i>developed in conjunction with each gallery described in the above recommendation.</i>		
12 December 2024 Councillor S Cai	Graffiti Removal from Private Dwellings Within the Launceston Municipality <i>That Council:</i> <ol style="list-style-type: none"> <i>considers expanding graffiti removal to include private dwellings and infrastructure by:</i> <ul style="list-style-type: none"> <i>reviewing and amending the City of Launceston's graffiti policy framework to expand to removal of graffiti in all locations throughout the municipality.</i> 	Executive Leader Community Assets and Design	Council report is complete and included in the 17 April 2025 Council Meeting Agenda.
23 January 2025 Councillor T G Walker	Provision of Multi-storey Parking in the CBD on Boxing Day <i>That Council:</i> <ol style="list-style-type: none"> <i>notes the demand for parking on Boxing Day in the Central Business District;</i> <i>investigate options for providing parking in the Central Business District on Boxing Day at the following locations:</i> <ol style="list-style-type: none"> <i>Paterson Street East Car Park, located at 1-15 Paterson Street, Launceston</i> <i>Paterson Street West Car Park, located at 79-83 Paterson Street, Launceston</i> <i>Elizabeth Street Car Park, located at 32 Elizabeth Street, Launceston;</i> 	Executive Leader Delivery and Performance	Completed Report provided to Council at 27 March meeting.

	<ol style="list-style-type: none"> 3. <i>investigate the feasibility of providing parking on other public holidays; and</i> 4. <i>report findings back to a Council meeting within three months of this motion.</i> 		
27 March 2025 Councillor T G Walker and Councillor A J Palmer	Lilydale Falls Reserve <i>That Council:</i> <ol style="list-style-type: none"> 1. <i>notes the importance of the Lilydale Falls Reserve, and agrees to public consultation on the future of the Reserve, including the permitting of mobile food vans.</i> 	Executive Leader Connections and Liveability	An approach to deliver this motion is being formed.
27 March 2025 Councillor T G Walker	Dutch Elm Tree <i>That Council:</i> <ol style="list-style-type: none"> 1. <i>notes that a previous application for the removal of the Dutch Elm Tree at 2 Invermay Rd (York Park) was refused by a decision of Ordinary Council September 5, 2024 Item 11.2 DA 0276/2024 - Removal of a Tree UTAS Stadium.</i> 2. <i>notes that an application for the removal of the Dutch Elm Tree is included in a current development application by Stadiums Tasmania DA 0517/2024.</i> 3. <i>without impeding the process of assessment of DA 0517/2024, Launceston Council seek a memorandum of understanding with Stadiums Tasmania that acknowledges the importance of the tree to York Park historical</i> 	Executive Leader Community Assets and Design	Items 1 and 2 complete. Item 3, 4, 5, and 6 under review.

	<p><i>precinct, the City of Launceston, and favours the relocation of the tree over the destruction of it.</i></p> <p>4. <i>agrees to immediately seek the expertise of an arborist skilled in the relocation of established trees to do an initial assessment of feasibility, recommending immediate steps that are appropriate for the preparation and timing of such an operation.</i></p> <p>5. <i>If feasible immediately seek a formal agreement with Stadiums Tasmania to facilitate the relocation of the Dutch Elm tree to an as yet to be determined suitable location, at a time most suitable for the tree's survival. This may include another council owned site such as Riverbend Park, or remaining in the York Park Precinct. This agreement will determine responsibility for costs, logistics, liability, timing, and other associated responsibilities.</i></p> <p>6. <i>Ideally, this agreement should be ratified before a decision on DA 0517/2024 comes before Council but would be no less equally effective if proceeding that decision, but before the removal of the tree.</i></p>		
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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 Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

1. To provide for the health, safety and welfare of the community.
2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.
5. To maintain a financially sustainable organisation.

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

22.3. Quarterly Report - Chief Executive Officer 1 January 2025 to 31 March 2025

FILE NO: SF0008

AUTHOR: Lorraine Wyatt (Team Leader Executive Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

This report provides a general update on activities and responsibilities within the Chief Executive Officer's (CEO) remit for the period 1 January 2025 to 31 March 2025.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. receives and notes the report for the period 1 January 2025 to 31 March 2025.
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REPORT

Council receives quarterly updates on matters that are for information noting and not requiring specific decisions. Any matters falling within this portfolio requiring a decision on policy, financial or strategic direction will be presented as recommendation reports on a Council agenda.

This report provides Council with updates on general matters within the Chief Executive Officer's (CEO) remit. If further information or clarification is required on any matters within the report, Councillor's are encouraged to contact the report author prior to the Council meeting.

Schedule of Engagements

6 January 2025	Attended a meeting with Michael Larissey (Chairman) from Tasmanian Transport Council
13 January 2025	Attended a meeting with John Perry, (Coordinator-General) Office of the Coordinator-General
14 January 2025	Attended a meeting with Bridget Archer MP
14 January 2025	Attended 2025 Nuala O'Flaherty Memorial Lecture: Dr Kim Sajet
15 January 2025	Attended a meeting with Craig Limkin, Tasmanian Development Board (Chief Executive and Director)
16 January 2025	Met with Mark Mugnaioni (Group CEO) RACT
17 January 2025	Met with Peter Gutwein, Nick Duigan
21 January 2025	Met with Minister Kerry Vincent (Minister for Local Government and Infrastructure)

21 January 2025	Meeting with Katie Cooper (CEO) and Chris Breen (General Manager Commercial & Projects) from Metro Tas, in Moonah
22 January 2025	Attended City of Launceston Community Recognition Awards 2025
24 January 2025	Meeting with Brendon Gale (CEO) Tasmania Football Club
24 January 2025	Attended Australian Citizenship Ceremony at the Tramsheds
24 January 2025	Attended Northern GM's Regional Meeting
30 January 2025	Attended Festivale Sponsors and Event Partners Cocktail Party
31 January 2025	Meeting with Senator Wendy Askew
4 February 2025	Attended meeting of Councillors with Premier & Cabinet
5 February 2025	Attended Retail Partnership Group Meeting
5 February 2025	Attended meeting with Mikaela Carroll (Community Development Manager) Community Housing Ltd
6 February 2025	Attended meeting with Alina Bain (CEO), Damian Ivereigh (Chair) Launceston Chamber of Commerce
9-12 February 2025	Delegation from Ikeda Marking 60 years of Sister City Relations
12 February 2025	Attended meeting with Craig Barling, (Chief Operating Officer) UTAS
14 February 2025	Attended World Croquet Championships & Shield Presentation
17 February 2025	Attended a meeting with James McKee (CEO and Director) Regional Development - RDA Tasmania
17 February 2025	Attended a meeting with Monica Plunkett (Chair) Launceston Central and Madi Biggelaar (Interim CEO) Launceston Central
19 February 2025	Attended meeting with Bridget Archer MP and Senator Anne Ruston NTCA Redevelopment Project
19 February 2025	Spoke at Rotary Central Lunch
21 February 2025	Attended Tasmania Football Club - Stakeholder Breakfast
24 February 2025	Attended Launceston Events Strategy/Convention Demand Study Reference Group Meeting
24 February 2025	Attended Northern Focus - Cocktail Party
25 February 2025	Attended Enterprize Board meeting
5 March 2025	Attended meeting with Craig Perkins (Community and Stakeholder Engagement Specialist) TasWater
5 March 2025	Meeting with Alina Bain (CEO) Launceston Chamber of Commerce
5 March 2025	Attended Northern Bombers Football Club meeting
12 March 2025	Attended Northern Bombers Football Club meeting
19 March 2025	Attended Northern Bombers Football Club meeting
24 March 2025	Attended meeting with Angela Driver (CEO) Tasmanian Leaders
26 March 2025	Attended meeting with Andrew Pitt (President) and Amanda Woollams (COO), Harvest
26 March 2025	Attended meeting with Glenn Lucas (Chairman) and Damian Smith (CEO) Hockey Tasmania

Councillor One on One

Councillors are invited to attend One on One meetings each quarter to enhance engagement, and the schedule below indicates meetings held to date.

Councillor	1	2	3	4
Mayor Councillor M K Garwood	Weekly ✓			
Deputy Mayor Councillor D H McKenzie	✓			
Councillor D C Gibson	✓			
Councillor A E Dawkins				
Councillor A G Harris	✓			
Councillor T G Walker	✓			
Councillor Prof G Razay	✓			
Councillor J J Pentridge	✓			
Councillor A J Palmer	✓			
Councillor L M McMahon	✓			
Councillor S Cai	✓			
Councillor A J Britton	✓			

Enterprise Agreement (EA)

With a Memorandum of Understand now in effect, we are committed to commence negotiations for a new Enterprise Agreement on or before the 30 August 2025.

Over the past month we have been engaging with our people via online surveys and face to face consultation sessions across the organisation to understand their perspectives and what is important to them around employment conditions here at the City of Launceston.

Over the next quarter, a large amount of work will be undertaken across the organisation to finalise preparation to commence negotiations around a new Enterprise Agreement that will support us in achieving our Strategic priorities and ensure that the City of Launceston is a great place to work.

This work will include ongoing consultations with other Councils, employees and leaders around the organisation to inform an educated and mutually beneficial position going into negotiations later this year.

Executive Leader Recruitment

Recruitment for Executive Leadership Team has now concluded. Ali Kemp has accepted the role of Executive Leader Connections and Liveability and the appointment will take effect from 7 April 2025. Ali brings to the role, and to the Executive Leadership Team, a range of skills and experience that will assist us all as we continue to grow and improve our genuine connection and support to our community. With an established career in local government that spans across a range of councils including Mackay Regional Council, Brisbane City Council, Gold Coast Council and Warrnambool Council, Ali brings capacity and experience that will enhance our future direction.

The successful candidate for the role of Executive Leader of Strategy and innovation is Jane Lewis and this appointment will take effect on 26 May 2025. With an established career in local government that spans across a range of councils including a range of

executive level roles such as Director City Lifestyles, Director Finance, Corporate & Community, and most recently, Acting Chief Executive Officer at Shoalhaven Council, Jane brings valued experience that will instantly add capacity to our organisation and future direction.

Stakeholder Engagement

Refer to Schedule of Engagements at the beginning of this report.

Support for the Tamar Estuary Management Taskforce

Over the past three months Executive Leadership has attend a TEMT board meeting, several working group meetings on the development of the precinct master plan, and stakeholder engagement sessions.

Status on the TEMT Vision implementation includes:

Governance:

Minister for Infrastructure Kerry Vincent has appointed Pam Allan as the first independent Executive Chair of the Tamar Estuary Management Taskforce, delivering on a 2021 election commitment. Allan is now advocating for funding to support the next phase of priority projects under the *TEMT Phase One: Implementation Plan 2023–2027*, including:

1. Infrastructure and amenities construction (\$24M)
2. Upper estuary clean-up and landscape/vegetation management (\$4M)
3. River Health Action Plan extension (\$1.413M)
4. Water-Edge Revegetation Trial implementation (\$1M)

Vision Action 1 – River Health Action Plan:

Completed in February 2025, the NRM North-led catchment program exceeded all targets, with 332.7 km of fencing and 1,682.7 ha of riparian protection delivered—well above milestone goals. Enterococci levels in Zone 1 were reduced by 7.8% (target: 4.7%). Extension funding is being sought.

Vision Action 1.2:

TasWater infrastructure upgrades are ongoing; progress will be reported to the Australian Government in April.

Vision Action 3 – Wetland Restoration (North Esk):

Work has begun on options analysis and updated modelling tools to assess sediment and ecological impacts. A final plan is due October 2025.

Vision Action 5.1 – Infrastructure and Amenities Master Plan:

Community consultation on the community aspirations for the Kanamaluka/Tamar precinct master plan attracted strong engagement via surveys, drop-in sessions, and stakeholder meetings. Combined with stakeholder input, this feedback will be included in a draft plan due for consultation in May 2025. TEMT staff will attend the 15 May Councillor workshop to present the draft for comment.

Vision Action 12:

Final drafts of the *Vegetation and Weed Management Plan* (12.1) and the *Water-Edge Revegetation Proposal* (12.2) will be reviewed in early April.

Advocacy for funding continues through engagement with Federal Election candidates.

Shared Services

A draft MOU and was circulated to the Regional GM's meeting model for consideration to help other councils understand what could be adopted to assist the region in capacity growing, and discussions about this are continuing.

One of the key elements of the shared services arrangement is to bring the Mayors to the table and providing a quarterly briefing on progress with the various projects however success is determined by the genuine buy in of regional Councils.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

Strategic Priority 3: We are a progressive leader that is accountable to our governance obligations and responsive to our community.

10-Year Goal: To ensure decisions are made in a transparent and accountable way, that effectively meet our statutory obligations, support quality services and underpin the long-term sustainability of our organisation.

Focus Areas:

1. To provide for the health, safety and welfare of the community.
2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.
5. To maintain a financially sustainable organisation.

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

22.4. Representation at Tidy Towns Awards - Deputy Mayor Councillor D H McKenzie

FILE NO: SF0121 / SF0325

AUTHOR: Alison Flood (Executive Assistant to the Mayor)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider the attendance of Deputy Mayor, Councillor D H McKenzie at the Australian Tidy Towns Sustainability Awards 2025 in Beechworth, Victoria on 2- 4 May 2025.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) Section 28 (1) (a)

RECOMMENDATION:

That Council:

1. approve the attendance of Deputy Mayor, Councillor D H McKenzie to attend the Australian Tidy Towns Sustainability Awards 2025 in Beechworth, Victoria on 2- 4 May 2025.
-

REPORT:

A little history on the Keep Australia Beautiful Sustainable Communities – Tidy Towns Awards program - The Tidy Towns program began in Western Australia in 1968 and by 1990 was running nationally. Keep Australia Beautiful Tasmania (KABT) joined the program in 1978.

The focus for Tidy Towns in their early days was on litter and as the name suggests, a tidy and well-kept appearance for each town entered. Over time the focus has evolved to where it now has a much broader interest in sustainable communities. Litter prevention and waste and resource management are still very important pillars of the Keep Australia Beautiful mission, but it also recognises significant achievements in areas such as community well-being, culture and heritage, individual achievements and community led environmental action.

This awards program is free to enter, and councils, towns, communities, organisations, clubs and businesses are encouraged to participate by nominating in a single category or for overall judging as Tasmania's most Sustainable Community.

These entries provide the KABT team with the opportunity to meet many dedicated and passionate people working in the community and to see the wonderful projects councils and volunteer groups are engaged in. The value of the work of these volunteers cannot be overstated and their acknowledgement is important.

These awards are organised not only to celebrate achievements, but also to encourage, motivate and provide learnings from other's experiences.

The lead Tasmanian judge commented that Launceston was a standout this year and has delivered a range of projects and programs across all award categories, demonstrating a strong commitment to sustainability and the community and is highly deserving of being named the overall winner for 2024. Launceston has demonstrated enormous achievements in all areas of sustainability, care for the environment, the health and wellbeing of the community and its staff, the preservation and education of cultural heritage and the wonderful amenities provided.

Following the submission of a National Awards application by the City of Launceston for the Australian Tidy Towns Sustainability Awards 2025, the team has been advised that their application has been listed as a finalist.

The national awards ceremony is being held in Beechworth, Victoria. Being the 2024 National Champion, and as a state finalist, we have been invited to send representatives for attendance. Being represented at these awards by a Councillor shows our commitment to celebrating our environmental stewardship and community pride. Members from our Sustainability Team will also be in attendance.

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 Corporate Strategic Plan 2014 - 2024

Strategic Priority 6: We protect our environment by caring for our unique natural assets and amenity and sensitively managing future development opportunities.

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

Focus Areas:

1. To reduce our and the community's impact on the natural environment.

BUDGET AND FINANCIAL IMPLICATIONS:

The below provides Council with an estimated cost summary of the proposed attendance:

- Registration \$400
- Airfares \$1,098
- Accommodation \$404

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. KAB 2025 Tidy Towns Invite-1 [22.4.1 - 2 pages]

23. LATE ITEMS

No Late Items have been identified as part of this Agenda

24. CLOSED COUNCIL

This decision requires an absolute majority of Council

RECOMMENDATION:

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

24.1. Confirmation of the Minutes

REASON FOR CLOSED COUNCIL:

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

24.2. Tender - Launceston CBD Public Amenities Cleaning Services

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2) (d) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

- (d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

24.3. Councillor Leave of Absence Application - Councillor L M McMahon

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2)(h) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

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

24.4. Councillors' Leave of Absence Application - Councillor Prof G Razay

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2)(h) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

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

24.5. City of Launceston and Hawthorn Football Club Inc. Draft Partnership Heads of Agreement

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2)(b) and (g) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

- (b) information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business.
- (g) information of a personal and confidential nature or information provided to the council on the condition it is kept confidential.

24.6. Local Government Association of Tasmania - 2025 General Management Committee Election

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

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

24.7. End of Closed Session

25. MEETING CLOSURE

26. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 1.00pm on 8 May 2025 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.