



City of  
**LAUNCESTON**

# **COUNCIL AGENDA**

**COUNCIL MEETING  
THURSDAY 19 JUNE 2025  
10:30AM**

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: 19 June 2025

Time: 10:30 am

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### Certificate of Qualified Advice

#### Background

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

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

#### Certification

I certify that:

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



**Sam Johnson OAM**  
Chief Executive Officer

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## **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](http://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.

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

## **PUBLIC QUESTION TIME - AGENDA ITEM 8**

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

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

### **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 29 May 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 Reports - 5 June 2025 and 12 June 2025**

**FILE NO:** SF4401

**AUTHOR:** Lorraine Wyatt (Team Leader Executive Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**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. Council Workshop conducted on 5 June 2025:

**Parking Facilities By-Law No. 2 of 2023**

*Councillors received a confidential briefing on proposed amendments to the Parking Facilities By-Law No. 2 of 2023.*

**A Community Climate Action Plan**

*Councillors received a presentation about the Community Climate Action Plan which supports the Launceston community in reducing greenhouse gas emissions and achieving net zero emissions by 2050, through coordinated community and Council-led climate action across the key themes: Sustainable Transport, Zero Carbon Energy, Natural Resources, Circular Economy and Key Emitters.*

**Launceston Waste Centre**

*Councillors received a presentation regarding Launceston Waste Centre.*

**Myriad Launceston Visitation Research Report Findings**

*Councillors received a presentation about the key findings of the visitor research, conducted by Myriad Research, to support future decision-making for Launceston's visitor economy.*

**Launceston Central Renewal Agreement Intent and Deliverables**

*Councillors provided feedback about the Launceston Central Renewal Agreement (3 years + 3 years) - Agreement Intent and Deliverables*



*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 J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

*Apologies:* Councillor T G Walker and Councillor Prof G Razay

2. Workshop conducted on 12 June 2025:

**South Prospect Update**

*Councillors received an update about the South Prospect Strategic Planning Project.*

**City Heart Parking Management**

*Councillors received a presentation on parking management challenges and opportunities including short stay customer parking within the City Heart and surrounding areas and discussed; parking supply; duration of stay; charge rates and how these directly relate to local business prosperity; walkability; and public amenity.*

*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 L M McMahon, Councillor S Cai and Councillor A J Britton

*Apologies:* Councillor Prof G Razay

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**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.

**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**

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

**7. COMMUNITY REPORTS**

*(Community Reports allow an opportunity for Community Groups to provide Council with a three minute verbal presentation detailing activities of the group. This report is not intended to be used as the time to speak on Agenda Items; that opportunity exists when that Agenda Item is about to be considered. Speakers are not to request funding or ask questions of Council. Printed documentation may be left for Councillors).*

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

**8. 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 - Robin Smith - Trailers for Unsheltered Rough Sleepers (Homeless) - 22 May 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 22 May 2025 by Robin Smith, has been answered by the Senior Leader Liveable Communities.

***Question 1:***

Clarification of Request for Facilities on Council Land - appearing Council Meeting Agenda, Thursday 19th September 2024 - Item 17.1.

When considering the suitability of the 348 individual council properties, on which basis did council consider (and refuse) the proposed trailer parking on council property:

- a) permanent parking as a static trailer or
- b) for the trailer(s) to be driven to the property in an evening and removed the following morning?

***Response:***

*The parking of sleeping pod trailers on Council land was a request that required assessment from a number of perspectives including planning, environmental health, compliance and public safety.*

*The council owned and identified land holdings were assessed based on:*

- *Existing use(s) or lease*
- *Suitability of land/building for proposed infrastructure*
- *Size of land (too small or irregular shaped for proposed infrastructure)*
- *Zoning*
- *Location risk e.g flood*
- *Proximity to incompatible surrounding used (schools, houses)*
- *Established users of land/area or building or neighbouring area not compatible.*

*Of the documentation received by Strike it Out, the supporting infrastructure for the Sleep Pod project required land use which allowed:*

- a) mobile sleep pod trailer (sleeping up to 7) (12.5m x 2.5m);*
- b) a portable shower trailer (two showers and change rooms (5m - 2.5m);*
- c) a forty foot container repurposed as a common area complete with break out space and a kitchenette (12.5m x 2.5m).*

*Based on available proposal information, the land required needed to accommodate permanent parking for 2 static trailers (plus water storage and grey water capabilities) and a forty foot shipping container.*

*It is likely that additional infrastructure would also be required, e.g., fencing. Further, as the mobile sleep pods are classified as a residential use, they must also be situated in a zone that allows this specific use and requires compliance with the Tasmanian Planning scheme. Of the land identified, 80% are parks, where recreation or open space zoning prohibits residence.*

*Finally, given the proposal included the placement of a shipping container and the potential for grey water management, moving the trailers and containers on and off the land daily is not considered feasible.*

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#### **ATTACHMENTS:**

1. Question on Notice - Robin Smith - Trailers for Unsheltered Rough Sleepers (Homeless)\_ [8.1.1.1 - 1 page]

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**8.1.2. Public Questions on Notice - Robin Smith - CBD 'Blockie' Driving - 22 May 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 22 May 2025 by Robin Smith, has been answered by the Team Leader Transport.

***Question 1:***

Supplementary Question On Notice further to: City of Launceston Council Meeting Agenda Item 8.1 - Questions on Notice, Thursday 13 February 2025

Regarding: Complaints - CBD 'Blockie' Driving

I asked if I could be given an idea of what council holds on complaints relating to vehicles being driven repeatedly around the Launceston CBD core 'blockie route' at the weekends.

Council responded stating:

Customer Service has very limited records of anti-social hooning in the CBD as antisocial behaviour is reported in most cases directly to Tasmania Police.

As I take it that complainants are deflected to Tasmania Police as the responsible agency, is council prepared (in addition to directing such enquiries to police) to develop future capacity to capture any such contacts from the public for future tracking and consideration?

***Response:***

*Given that anti-social behavior is the purview of Tasmania Police, Council does not plan to invest time or resources to change its systems to capture data on a complaint category that is not related to Council's responsibilities. Officers now consider this matter closed. Further queries are best directed to Tasmania Police.*

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**ATTACHMENTS:**

1. Question on Notice - Robin Smith - Dangerous Driving in CBD Redacted [8.1.2.1 - 1 page]

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**8.1.3. Public Questions on Notice - Ron Baines - Birchalls, Parklets and Councils Shopping Expectations - 29 May 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following questions, submitted to Council on 29 May 2025 by Ron Baines, have been answered by the Acquisitions and Property Holdings Advisor and the Senior Leader Infrastructure and Engineering.

**Question 1:**

I was wondering what is happening with Birchalls building?

**Response:**

*The Council recently initiated a Request for Proposals (RFP) process through a third-party, inviting developers to submit ideas that align with the Council's vision for increasing activation in the Central Business District. Several development concepts have been received and are currently under review.*

**Question 2:**

Does the council consider the parklets to be permanent structures?

**Response:**

*No, Council does not consider the parklets to be permanent structures.*

*The parklets are deliberately designed to be removeable. They are a cost-effective and low-risk way for Council to test ideas, activate public spaces, and gather community feedback before making any decisions about more permanent changes.*

*This approach aligns with the City Heart Place Plan, which sets out a long-term vision for a more vibrant, welcoming and people-focused city centre. Rather than making large, fixed investments without testing, we are using parklets and other flexible infrastructure to trial improvements in real-world conditions. This helps us learn what works, what doesn't, and what could be improved, before committing ratepayer funds to permanent upgrades.*



**Question 3:**

Would council prefer that we shopped at satellite centres like Kings Meadows and Mowbray, or even online where parking is not required?

**Response:**

*Council's goal is to support a vibrant, accessible and thriving city centre, alongside strong local centres like Kings Meadows, Mowbray and Invermay. Each plays a vital role in our city's economy and community life.*

*Council does not prefer that people shop online or only in satellite centres. Rather, we are committed to making central Launceston a welcoming, people-friendly place to visit, shop, work and spend time. This includes balancing the needs of drivers, pedestrians, cyclists, public transport users and businesses.*

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**ATTACHMENTS:**

Nil

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**8.1.4. Public Questions on Notice - Ian Goninon - QVMAG Entry Fees, Birchalls and Council Assets, Rates Increase and Japan Meeting - 29 May 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following questions, submitted to Council on 29 May 2025 by Ian Goninon, have been answered by the Acquisition and Property Holdings Advisor, the Executive Leader Community Assets and Design, the Senior Leader Finance and the Team Leader Executive Support.

**Question 1:**

The Michael McWilliams exhibition was packed with people from across Australia - why aren't we charging people who are not Launceston local ratepayers to attend events like these?

**Response:**

*QV Gallery has historically provided free access to exhibitions to enable the largest number of people possible to experience the benefits. Public galleries belong to the community and cultivate a richer, more inclusive cultural landscape that benefits everyone. This accessibility promotes a deeper appreciation of the arts and encourages more significant community engagement, ultimately enhancing the fabric of our society.*

*Exhibitions of significance such as the McWilliam's exhibition that attract visitors also have a positive economic impact with visitors spending money on hotels, restaurants, transport, and shopping. This spending benefits a wide range of businesses. Many of QV MAG's exhibitions, including the McWilliam's exhibition, are made possible through the generosity of philanthropic and private donations. Participation in programs associated with exhibitions such as workshops is often fee-based.*

**Question 2:**

What are Council doing with Birchalls and other derelict Council buildings? I would like to see a document that details what Council does own and what income and return are we getting from the assets.

**Response:**

*The Council recently initiated a Request for Proposals (RFP) process for 118-122 & 124 Brisbane St (Birchalls and Katies buildings) through a third-party, inviting developers to submit ideas that align with the Council's vision for increasing activation in the Central Business District. Several development concepts have been received and are currently under review.*

*Council owns 321 building assets ranging in size and purpose from the likes of QVMAG Royal Park through to picnic shelters and toilets. Not all of these buildings are designed to be tenanted. Approximately a third of Council's building assets are leased. The majority of these leases are with community organisations and only a small number (less than 20) are leased on a commercial basis. Council officers are currently in the early stages of drafting a hierarchy to categorise building assets and inform future decision making.*

**Question 3:**

With the suggested increase to our rates of 6.7%, would the council consider reducing this to 3.4% to align with the current CPI, to accommodate those who have had to tighten their belts?

**Response:**

*Council has considered its rates increase for the 2025/2026 financial year and is proposing an increase of 5.7% based on Councillor feedback. Council will be further reviewing its annual operating budgets to develop a framework to identify efficiencies during the 2025/2026 year. It is noted, Council officers still believe that a 6.7% rate increase is required to achieve an operating surplus position, oppose to a deficit position. The Long Term Financial Plan will also be updated in the 2025/2026 year to more adequately reflect the current and future position of the council.*

*Council has faced significant inflationary pressures in recent years, and notes that the Council Cost Index (CCI) is a more accurate measure of costs incurred by council than the Consumer Price Index (CPI). Council modelling shows a shortfall of over 12% between Council rate increases and cumulative CCI since the 2020/2021 financial year.*

**Question 4:**

I understand you had a meeting with Japan, what outcomes came from the meeting to benefit Launceston City Council?

**Response:**

*Council recently hosted a delegation from Ikeda, which had participation from a majority of Councillors and the Mayor. This was an opportunity to showcase the assets of Launceston and the broader region. At the request of the delegation, a number of school visits were also included.*

*Planning is underway to reciprocate the visit for later this year, as per the invitation received from the Ikeda Mayor. Council has tasked its Economic Development and Community Development Teams to plan the proposed Ikeda trip, ensuring we can maximise benefits to both parties.*

*In hosting the Ikeda delegation, Council was able to showcase many of the natural sights of the region, further illustrating why Launceston and West Tamar are Lonely Planet #4 destination in the world, as well as our growing assets such as UTAS Stadium and the Launceston Airport. Of particular interest was the City of Gastronomy status that Launceston holds.*

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**ATTACHMENTS:**

Nil

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**8.1.5. Public Questions on Notice - James Carroll - Speed Limit Change, Testing and Provision of Data - 29 May 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following questions, submitted to Council on 29 May 2025 by James Carroll have been answered by the Engineer - Infrastructure Planning.

**Question 1:**

Can the City of Launceston please provide the regulations showing that a TIS or a TIA is not required on category 1 roads?

**Response:**

*Under the Road and Railway Assets Code of the Tasmanian Planning Scheme, a Traffic Impact Assessment (TIA) can be provided to address the Performance Criteria for a development that does not meet the Acceptable Solution. A TIA primarily considers the traffic demand generated by a proposed development, and the capacity of the road network to accommodate that traffic.*

*Road works on behalf of the road authority, including changes to traffic control devices and signs, are exempt from requiring a permit under the Tasmanian Planning Scheme. Speed limit changes are therefore exempt from the requirements of the Planning Scheme. Furthermore, speed limit changes do not involve the development or use of land, they do not increase the traffic demand, and they have a negligible impact on road capacity in an urban "start-stop" environment.*

*Under the Local Government (Highways) Act 1982 and the Roads and Jetties Act 1935, Local Governments and the State have the care, control, and management of the highways they are responsible to maintain, as they deem appropriate, and that legislation does not specify a requirement for TIAs or the like. All speed limit changes in Tasmania must be approved by the Commissioner for Transport, and a TIA is not required for this process.*

*As mentioned in the original response, the traffic engineering teams at City of Launceston and the Department of State Growth are responsible for the management of the Launceston transport network. Changes to this network, such as speed limit reductions, require qualified engineering judgement, application of many of the same principles considered in a TIA, as well as balancing the often-competing priorities of traffic efficiency and safety.*

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**Question 2:**

Can the City of Launceston please provide a copy of the data for me to review that details the data prior to the speed limit change and after the speed limit change?

**Response:**

Traffic count data for the State road network is available at  
<https://tasmaniatrafficdata.drakewell.com/publicmultinodemap.asp>

Traffic speed and travel-time data comes from State Growth's AddInsight Travel Time Information System, which is not publicly available. The analysis undertaken in response to the original query compared the average schoolday travel-time and speed along Bathurst St and Wellington St (Cimitiere St to Howick St) for January to March for 2023 (prior to speed limit reduction) and 2025 (after speed limit reduction). A summary of this data is provided in the below table.

**Table 1: Traffic Data for January to March School Days**

	Avg. Travel-Time 6pm-6am (s)	Avg. Travel-Time 6am-6pm (s)	Avg. Speed 6pm-6am (km/h)	Avg. Speed 6am-6pm (km/h)
Wellington St 2023	134.9	178.7	41.3	31.0
Wellington St 2025	139.9	206.2	39.5	26.4
Change 2023-2025	+5.0	+27.5	-1.8	-4.6
Bathurst St 2023	140.1	186.3	48.4	35.2
Bathurst St 2025	147.9	200.6	44.5	32.5
Change 2023-2025	+7.8	+14.3	-3.9	-2.7

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**ATTACHMENTS:**

Nil

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**8.1.6. Public Questions on Notice - Tim Haab - Street Sweeping and City of Launceston Business Plan - 29 May 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following questions, submitted to Council on 29 May 2025 by Tim Haab, have been answered by the Senior Leader City Amenities and the Executive Leader Community Assets and Design.

**Question 1:**

Why has street sweeping in the retail area been stopped? Can the service be reinstated outside Haab Designer Jewellers?

**Response:**

*Council ceased servicing the space as it was identified as privately owned land. As such, the responsibility for maintaining the area lies with the landowner.*

*Council is prepared to reinstate street sweeping within the privately owned space; however, this will be limited strictly to sweeping activities. Council will not take on responsibility for any maintenance of the area, including maintenance related to or arising from sweeping activities.*

*Street sweeping will be undertaken on a fortnightly basis. Council will review this level of service every 12 months.*

**Question 2:**

Could a business plan for the Council owned properties be provided, such as Birchalls and other buildings?

**Response:**

*Council does not prepare business plans for properties.*

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**ATTACHMENTS:**

Nil

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**8.1.7. Public Questions on Notice - Rocelyn Ives - Carr Villa Masterplan Revision, Community Representation and Committees - 29 May 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 29 May 2025 by Rocelyn Ives, has been answered by the Business Leader Carr Villa.

**Question 1:**

Will Council review the design of the Masterplan and consult more vigorously the sound scientific advice from local experts and make the necessary alterations to ensure that this floral reserve survives into the future?

**Response:**

*The City of Launceston believes it has undertaken a thorough, evidence-based, and inclusive approach to developing the Draft Carr Villa Memorial Park Masterplan.*

*This process has included broad community consultation, targeted engagement with key internal and external stakeholders, and face-to-face meetings with groups such as the Friends of the Carr Villa Flora Reserve, which includes local scientific experts.*

*Sound scientific advice, particularly through environmental and vegetation assessments, was integral to the planning process and directly informed the identification of low-sensitivity zones for potential future interment. These assessments were supported by a rigorous Multi-Criteria Assessment (MCA) to ensure areas of highest ecological value remain protected. The comprehensive analysis of relevant reports and expert advice has influenced the careful delineation of any proposed expansion areas.*

*The Council remains committed to safeguarding the long-term future of the Carr Villa Flora Reserve. The Masterplan does not give approval for development, rather, it provides a framework to guide responsible planning over time. Any future use of areas outlined in the Masterplan will be subject to demonstrated community need and further consideration and approval by Council. Any proposed development will require formal approval in accordance with relevant Local and State Government legislative requirements*



*The plan's intent is not to compromise one set of values for another, but to navigate a respectful, balanced, and inclusive path forward, one that enables Carr Villa to continue fulfilling its primary purpose, while strengthening its environmental stewardship and cultural relevance for generations to come.*

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**ATTACHMENTS:**

Nil

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**8.1.8. Public Questions on Notice - Tim Shaw - St Leonards and Waverley Plan, MESH Payment and Landowner Intentions - 29 May 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following questions, submitted to Council on 29 May 2025 by Tim Shaw, have been answered by the Principal Planner.

**Question 1:**

Has the Infrastructure Framework for the St Leonards and Waverley Plan been finalised by 31 May 2025?

**Response:**

*The original project deadline was 31 May 2025. We requested a short extension to finalise the project. Following the engagement period, it became clear that additional time was necessary to deliver the final outputs to the standard required and to properly take into account the feedback received.*

*The Commonwealth Government has provided us with an extension beyond what we requested. The Commonwealth has nominated 30 May 2026. It is also relevant to note that the funding from the Commonwealth has been very delayed as it had to be arranged with the State Government. The Funding Agreement was only executed on 28 May 2025.*

*Council officers remain committed to delivering the completed St Leonards and Waverley Neighbourhood Plan and Infrastructure Funding Framework to Council for adoption in 2025.*

**Question 2:**

Will MESH be paid any further monies; or will they not be paid; or can they give us a sizeable discount?

**Response:**

*Mesh will be paid in accordance with the contractual agreement.*

**Question 3:**

Does Council have something from the 112 landowners to say that they intend to develop, sell to developers or turn their land into housing within that time frame?

**Response:**

*During the Stage 2 Engagement period, we wrote to landowners within the growth area and invited them to provide their feedback on the draft Neighbourhood Plan. Landowners of larger parcels of land that are already zoned General Residential or Future Urban, are engaged in ongoing dialogue with the project team. These landowners are well progressed and intend to develop their land. Landowners with larger parcels that are zoned Rural within the growth area have also been involved in conversations with the project team about the future opportunities for their land.*

*Development within the growth area will be sequenced. There is no expectation that the corridor will be built out immediately. The Neighbourhood Plan will be delivered over a 30+ year timeframe.*

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**ATTACHMENTS:**

Nil

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**8.1.9. Public Questions on Notice - Ray Norman - Disposal of Human Remains - 9 June 2025**

**FILE NO:** SF 6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following questions, submitted to Council on 9 June 2025 by Ray Norman, have been answered by the Business Leader Carr Villa.

**Question 1:**

Will the City of Launceston's CEO in accordance with the Land Use Planning and Approvals Act 1993 and the Local Govt Act 1993 and the requirements of the Director of Public Health to facilitate the respectful disposal of the mortal remains of deceased persons in the City of Launceston please provide ratepayers and residents with a position paper setting out:

- The inhibitions preventing the respectful disposal of human remains other than via the established funeral industry;
- The inhibitions preventing relatives et al respectfully and safely transporting the remains of a 'loved one' to mortuary, gravesite, crematorium or some other place for the purpose of then legally and culturally appropriately disposal of human remains;
- The opportunities available to Council to provide information and documentation to assist grieving Launcestonians find ways and means by which they may respectfully dispose of their deceased 'loved ones' unaided by a commercial funeral director;
- The cost to ratepayers et al of Council facilitating natural burials on private land, above ground burials on private land, burials at sea other alternatives like cryogenics;
- The likely and anticipatable costs involved in recovering any of costs to the community when and where Local Govt is in practice providing facilitating services;
- The inhibitions preventing community members working cooperatively and collaboratively in respect to the appropriate and respectful disposal of human remains in the Launceston municipality/city?

**Response:**

*The Tasmanian Burial and Cremation Act 2019 (the Act) is the primary legislation governing the management of cemeteries, crematoria, and handling of human remains in Tasmania. Together with the Burial and Cremation Regulations 2015 (the Regulations), it provides a framework for establishing and operating cemeteries and crematoria, regulates the handling, storage, and transportation of human remains, and ensures compliance with public health and safety standards. Additionally, the Act addresses the sale, transfer, and closure of cemeteries, as well as the management of regulated businesses handling human remains.*

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*The Director of Local Government, through the Office of Local Government within the Department of Premier and Cabinet, acts as the Regulator responsible for:*

- *Receiving and assessing applications for the sale, transfer, and closure of cemeteries;*
- *Ensuring compliance monitoring and enforcement of the Act; and*
- *Maintaining a register of cemeteries, crematoria, and regulated businesses.*

*The respectful disposal and transportation of human remains must comply with legislative requirements outlined in the Act and Regulations. Individuals or organisations, whether commercial or not-for-profit, can operate within the funeral industry if they meet these regulatory requirements, including becoming a registered business (as outlined in The Act) approved by the Regulator.*

*The City of Launceston is not the regulator of the industry, therefore we are unable to advise of the inhibitions to the matters raised, including burials on private land, and the handling of human remains, this is the role of the Regulator of the legislative framework, the Director of Local Government, through the Office of Local Government.*

*Historically, deathcare has been a sensitive and less openly discussed topic. However, over the past year, the Carr Villa Memorial Park Team has actively sought to shift this approach by encouraging community conversations on end-of-life choices. Educational initiatives include face-to-face consultations, telephone advice, site open days, and tours coinciding with events like Seniors Week and Palliative Care Week. Efforts to enhance and expand these educational and informational resources, including online materials, will continue to evolve.*

*Currently, the City of Launceston manages deathcare services primarily through Carr Villa Memorial Park Cemetery and Crematorium, as well as Lilydale and Bangor Cemeteries. These services operate in alignment with Tasmania's regulatory framework, with fees set annually by the Council to recover associated costs. At this time the City of Launceston is not exploring the introduction of alternative burial practices on private land, the focus is on utilising the existing primary locations dedicated to cemetery purposes.*

## **Question 2:**

Given the authority Councillors has apparently delegated to the CEO who in turn has apparently delegated the authority to staff member or an independent service provider, will Council now request the CEO to establish an appropriately qualified network of networkers to advise Council officers in the first instance and ultimately the elected representatives on:

- The most expedient, reliable and appropriately informed mechanism for providing citizens with the sets of advice they need at the time of the death of a member of their community or family; and
- How to best provide the information people need at such times in an accessible and affordable manner

**Response:**

*Council recognises the value of residents and families having easy and affordable access to timely, reliable, and sensitive guidance when navigating arrangements following the death of a community or family member. The City of Launceston's Carr Villa Memorial Park team, actively engage with community members seeking information and guidance regarding end-of-life choices and offer ongoing educational resources.*

*At this time, Council is not considering the establishing of an advisory network; however, we remain committed to enhancing and expanding our existing resources. This will include further development of accessible, comprehensive online information and digital resources, ensuring residents have clear access to guidance and support during times of bereavement.*

**Question 3:**

Will Council now consider being proactive in doing the following:

- Canvassing community groups and community service organisations to enlist a coalition of the willing to design and build a community vehicle to transport deceased people;
- Facilitate there being an interest group coming together and workshopping the options and opportunities relative to providing such a vehicle;
- Provide accessible storage facilities to enable approved and accredited personnel to use such a vehicle or any community vehicle/s for its/their intended purpose?

**Response:**

*Council's current role focuses on supporting the community through the provision of cemetery, cremation, and ash placement services at Carr Villa Memorial Park and associated cemetery facilities. At this time, Council is not exploring extending its service offerings to include the transportation of deceased persons.*

*However, the proposed Carr Villa Memorial Park Masterplan includes reviewing current service provisions and exploring future opportunities that directly respond to identified community needs. Should there be significant community interest in such initiatives expressed through future engagement processes, Council will appropriately consider this feedback during future reviews of service offerings.*

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**ATTACHMENTS:**

1. Questions on Notice - Ray Norman - Disposal of human remains Redacted [8.1.9.1 - 7 pages]

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**8.1.10. Public Questions on Notice - Robin Smith - Cityprom Review (September 2020) - 10 June 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 10 June 2025 by Robin Smith, has been answered by the Senior Leader Innovation and Performance.

**Question 1:**

The council commissioned the CityProm Review as undertaken by the noa group (Sept 2020) which gave option (4) (to cancel completely) or (5) (move within council) as recommendations for consideration. While neither were selected by council, what were the primary reasons against option (5) as identified by council? Secondly, did council itself, identify particular savings with this option?

**Response:**

*Thank you for the question.*

*In line with our Public Question Time Policy, receipt of the questions is acknowledged however, due to the short timeline between receiving the questions and the date for publishing the agenda for the 19 June 2025 Ordinary Council Meeting, a comprehensive response cannot be provided.*

*Detailed responses to the questions will be published in the Agenda of the 10 July 2025 Ordinary Council Meeting.*

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**ATTACHMENTS:**

1. Question on Notice - Robin Smith - Cityprom Review - 10 June 2025 Redacted [8.1.10.1 - 1 page]

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**8.1.11. Public Questions on Notice - Robin Smith - GHD Bus Stop Assessment Review - 11 June 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following questions, submitted to Council on 11 June 2025 by Robin Smith, have been answered by the Senior Leader Infrastructure and Engineering.

**Question 1:**

[With reference to the Launceston Central Bus Interchange Options Technical Feasibility Assessment 2017] Do I read the report correctly that CBD bus stops A, B and C (now known as A1 & A2 (A1 bus routes to Kings Meadows, Blackstone Heights, Hadspen, Evandale, Longford, Casino, A2 bus routes to Youngtown, Newstead, Norwood, Prospect Vale & Summerhill), being all those bus stops on the east side of St. John Street between Paterson Street and Brisbane Street, were not considered in the interchange relocation report?

**Response:**

*Yes. As noted in the report, GHD were engaged to assess the feasibility of relocating part of the existing Launceston Central Bus Interchange from St John Street (between York Street and Brisbane Street). These are the stops known at the time as E and F, now known as B1. Other stops were not considered as part of this report.*

**Question 2:**

May I have a copy of Council's instructions to GHD for the bus stops and routes to be considered for relocation under this report?

**Response:**

*No, this is not considered relevant to current Council activities. As part of the Launceston City Heart Place Plan and other Transport objectives, Council Officers will continue to work with the Department of State Growth regarding the future of the bus stops within the Launceston CBD.*

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**ATTACHMENTS:**

1. Question on Notice - Robin Smith - GHD Bus Stop Assessment Review Redacted [8.1.11.1 - 2 pages]
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**8.1.12. Public Questions on Notice - Robin Smith - Peer Review of GHD Report - 11 June 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 11 June 2025 by Robin Smith, has been answered by the Senior Leader Infrastructure and Engineering.

***Question 1:***

[Referring to previous QoN regarding peer review of GHD Report titled 'City of Launceston, Launceston City Heart Project, Two-way Street Conversion, Preliminary Traffic Assessment', December 2014] Having studied the report, and with respect to Dr Corben, this 'peer review' describes itself as a process of 'interpreting the results' and 'thoughts on the general philosophy and approach'. It, therefore, would never reveal that the literature it relies is based on citing city models that are unrelatable to any part of Launceston, Tasmania, particularly, Charles Street and Paterson Street. Therefore, on this basis, would council consider a peer review?

***Response:***

*No additional peer review of the GHD report titled 'City of Launceston, Launceston City Heart Project, Two-way Street Conversion, Preliminary Traffic Assessment', December 2014, will be considered.*

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**ATTACHMENTS:**

1. Question on Notice - Robin Smith - Peer Review of GHD Report (2014) [8.1.12.1 - 1 page]

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**8.1.13. Public Questions on Notice - Robin Smith - Parking Feasibility Report - 11 June 2025**

**FILE NO:** {custom-field-file-no}

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** {custom-field-general-manager}

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**QUESTIONS AND RESPONSES:**

The following questions, submitted to Council on 11 June 2025 by Robin Smith, have been answered by the Executive Leader Delivery and Performance

**Question 1:**

[With reference to the Council Meeting 27 March 2025 Agenda Item 20.3. Parking Feasibility Report – Provision of Multi-Storey Parking on Boxing Day and Other Public Holidays]. As I understand, and contrary to the above, each day for several years, have not all of the council multi-storey car park roller-doors in question, opened themselves automatically early in the morning allowing vehicles to enter and exit and then close themselves late at night without staff or on-site security present? [Excepting for standard week days when staff arrive later to commission other activities within the buildings.]

**Question 2:**

Would this account for why no staff were evidently rostered to work Boxing Day 2024 but the multi-storey car parks were still scheduled to be open?

**Question 3:**

Were staff rostered on any of the 4 low-demand public holidays identified in the feasibility report or indeed the 9 high-demand public holidays the car parks were reported open?

**Response:**

*Thank you for the questions.*

*In line with our Public Question Time Policy, receipt of the questions is acknowledged however, due to the short timeline between receiving the questions and the date for publishing the agenda for the 19 June 2025 Ordinary Council Meeting, a comprehensive response cannot be provided.*

*Detailed responses to the questions will be published in the Agenda of the 10 July 2025 Ordinary Council Meeting.*

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**ATTACHMENTS:**

1. Questions on Notice - Robin Smith - Parking Feasibility Redacted [8.1.13.1 - 2 pages]

**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**

**10.1. Deputation - Sawyer Hart - Rostrum Voice of Youth Speech**

**FILE NO:** SF0097

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**SUMMARY OF PRESENTATION**

Sawyer was recently shortlisted to represent Launceston Church Grammar School in the Rostrum Voice of Youth public speaking competition on 10 May 2025. One of the suggested topics was *Break the Cycle*, and although public speaking is not something he usually gravitates towards, he wanted to challenge himself and use the opportunity to speak about something important. His speech was a personal pledge to stand against violence and disrespect towards women and children, and a call for boys and men to positively influence one another.

Sawyer attended the Candlelight Vigil which is held annually across Australia to honour those who have lost their lives to intimate partner, domestic, and family violence. He was invited to deliver his speech at the event.

Councillor McMahon heard Sawyer speak at the vigil and asked that he be invited along to a Council Meeting to share his message.

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**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. DA0124/2023 - PSA-LLP0011 - 10 Dolerite Drive, Kings Meadows - Combined 40T Scheme Amendment**

**FILE NO:** DA0124/2023 and PSA-LLP0011

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

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

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**DECISION STATEMENT:**

To decide whether to reject or initiate and exhibit Combined Scheme Amendment DA0124/2023 (PSA-LLP0011) to the Launceston Local Provisions Schedule of the Tasmanian Planning Scheme.

**PLANNING APPLICATION INFORMATION:**

Applicant: 6ty° Pty Ltd  
Address: 10 Dolerite Drive, Kings Meadows  
Existing Zone: Light Industrial  
Existing Use: Vacant

**RELEVANT LEGISLATION:**

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

**RECOMMENDATION:**

That Council, pursuant to:

1. sections 37, 38, and 40T of the *Land Use Planning and Approvals Act 1993*, agrees to, and initiates scheme amendment PSA-LLP0011 to the Launceston Local Provisions Schedule to:
  - a. Insert a Site Specific Qualification into LAU-Site-Specific Qualifications table within the Local Provisions Schedule to amend the qualification within the use table for General Retail and Hire to allow a supermarket up to 1,000m<sup>2</sup> in size.
2. section 40F of the *Land Use Planning and Approvals Act 1993*, certifies Draft Amendment PSA-LLP0011 identified in Attachment 1.

3. sections 40G and 40H of the Land Use Planning and Approvals Act 1993, determines the period for public exhibition be 28 days.
4. section 40Y of the *Land Use Planning and Approvals Act 1993*, approve DA0124/2023 - General Retail and Hire - Construction of a new supermarket, car parking, landscaping, and pedestrian access, 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 Sheet, prepared by 6ty, Project No. 21.281, Drawing No. Ap00, dated 07/01/2025;
- b) Site Plan, prepared by 6ty, Project No. 21.281, Drawing No. Ap01, dated 07/01/2025;
- c) Floor Plan, prepared by 6ty, Project No. 21.281, Drawing No. Ap02, dated 07/01/2025;
- d) Roof Plan, prepared by 6ty, Project No. 21.281, Drawing No. Ap03, dated 07/01/2025;
- e) Elevations, prepared by 6ty, Project No. 21.281, Drawing No. Ap04, dated 07/01/2025;
- f) Sections, prepared by 6ty, Project No. 21.281, Drawing No. Ap05, dated 07/01/2025;
- g) Building Views, prepared by 6ty, Project No. 21.281, Drawing No. Ap06, dated 07/01/2025;
- h) Site Views, prepared by 6ty, Project No. 21.281, Drawing No. Ap07, dated 07/01/2025; and
- i) Traffic Impact Assessment, prepared by Traffic & Civil Services, dated March 2025.

### **2. ILLUMINATED SIGNAGE**

No signage may be illuminated.

### **3. LEGAL TITLE**

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

### **4. HOURS OF CONSTRUCTION**

Construction works must only be carried out between the hours of 7am to 6pm Monday to Friday and 8am to 5pm Saturday and no works on Sunday or Public Holidays.

### **5. TASWATER**

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2025/00467-LCC, dated 12/05/2025 and attached to the permit.



## **6. DRIVEWAY AND PARKING AREA CONSTRUCTION**

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

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

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

## **7. AMENDED PLANS REQUIRED**

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

- a. The provision of access ramps within the car park to facilitate access between the car parking areas and the internal footpaths, such as at the location of the accessible parking spaces and the trolley bay.

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.

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

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

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

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

The explicit permission of the 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.

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

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

#### **11. FILLING OF LAND**

Site filling that exceeds a depth of 300 mm must comply with the provisions of AS3798 Guidelines on earthworks for commercial and residential developments current at the time of the application. Prior to the use commencing, a Civil Engineer must certify that all the works have been carried out in accordance Australian Standard AS 3798 and the endorsed plan.

#### **12. SUBMISSION AND APPROVAL OF PLANS**

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

- a. include all infrastructure works required by the permit or shown in the endorsed plans and specifications including:
  - i. provision of a 1.5m wide footpath along the Dolerite Drive frontage of the site between the site access and Kings Meadows Link.
  - ii. all alterations to existing services to ensure compliance of the proposed public footpath, including replacement of the existing stormwater V-grate at the southern end of the frontage with a manhole or other pedestrian-appropriate alternative.
- b. be prepared strictly in accordance with the Tasmanian Subdivision Guidelines and the LGAT-IPWEA Tasmanian Standard Drawings applicable at the date of submission of the plans.
- c. be prepared by a suitably qualified and experienced engineer or Engineering Consultancy.
- d. be accompanied by:
  - i. an estimate of the construction cost of the future public works together with a schedule of the major components and their relevant costs; and
  - ii. a fee of 1.5% of the public works estimate (or a minimum of \$250). Such fee covers assessment of the plans and specifications, audit inspections and Practical Completion & Final inspections.

### **13. COMPLETION OF WORKS**

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

### **14. AS CONSTRUCTED PLANS**

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

### **15. AMENITY**

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

### **16. 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.

### **17. 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.

### **18. 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.

### **19. CONTROL OF DUST EMISSIONS**

- a) Dust emissions from the land must be controlled to prevent environmental nuisance beyond the boundary of the land during development and use.
- b) Prior to the use commencing the site must be fully sealed, other than approved landscaping.
- c) The person responsible must maintain the site seal in good condition over the life of the operation.

### **20. 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.

## 21. APPLICATION TO ALTER A STORMWATER SERVICE

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

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

### Notes

#### A. General

*This permit was issued based on the proposal documents submitted for (insert application reference). 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) <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.*

## **TASMANIAN PLANNING SCHEME - LAUNCESTON Amendment PSA-LLP0011**

Amend LAU-Site-Specific Qualifications table within the Launceston Local Provisions Schedule as described below:

Reference Number	Site Reference	Folio of the Register	Description (modification, substitution or additional)	Relevant Clause in State Planning Provisions
18.2	10 Dolerite Drive, Kings Meadows	181185/1	Amend the qualification within the Use Table for General Retail and Hire to allow a supermarket up to 1,000m <sup>2</sup> in size	Light Industrial Zone - 18.2 Use Table

THE COMMON SEAL of the  
City of Launceston is affixed,  
pursuant to the Council's resolution  
in the presence of:-

Date:

Sam Johnson OAM  
Chief Executive Officer

|

***Instrument 1 - Site Specific Qualification***

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## REPORT: APPLICATION FOR PLANNING SCHEME AMENDMENT

### 1. EXECUTIVE SUMMARY

The application seeks to amend the Local Provisions Schedule (LPS) with the insertion of a Site Specific Qualification (SSQ) and a development application to construct a new supermarket on the property.

The use of a supermarket is currently limited within the Light Industrial Zone, with General Retail and Hire use class having a qualification as 'if for alterations or extensions to existing General Retail and Hire'. The proposed Site Specific Qualification removes this qualification for the site, which will allow for the concurrent development application for a supermarket to be developed on site, which is currently prohibited due to the table qualifications.

The change to the scheme and development of a supermarket will ensure social and economic benefits without impacting on surrounding land uses. The proposal will be developed to ensure the activity centre hierarchy remains intact, and allow a small local supermarket to service the surrounding area.

#### 1.1 Supermarket Need

Since 2011, the Connector Park industrial estate and surrounding properties have undergone a significant transition. Connector Park has developed as a prominent industrial estate that is highly active with a range of industrial and commercial uses. To the north of Connector Park is the Mount Pleasant residential estate, consisting of some 200+ residential lots, with direct access to the subject site through Connector Park Drive. To the south over the Kings Meadows Connector is Oakden Park estate, another residential area with more than 200 residential lots, with access via crossing the Kings Meadows Connector and through the industrial estate.

The closest small service supermarket is located at 371 Hobart Road to the east of the subject site. It is approximately 1.6km from Oakden Park, 1.9km from Connector Park, and 2.5km from Mount Pleasant. In contrast, the subject site is located within the confines of Connector Park, 600m from Oakden Park, and 900m from Mount Pleasant.

An economic assessment provided with the application has determined that this immediate catchment lacks a small service supermarket. A small service supermarket typically has a floor area of between 500sqm - 1,000sqm, and includes a more limited volume and range of supermarket products. The proposed supermarket is 979sqm in size.

The placement of a supermarket in this location encourages a more active community. Its location is easily accessible, and will greatly reduce trip lengths. This is further supported by a new pedestrian and cycle link in close proximity to the site. The current surrounding residential estates have been developed with limited walkability to retail services, and it is anticipated that the proposed supermarket will assist in amending this. If the supermarket is not developed, it is likely that the surrounding residential areas will continue to rely on vehicles to access such services.

The proposed amendment to the scheme, along with the proposed small service supermarket, will directly assist in servicing the immediate catchment.

## **1.2 Spatial and Economic Relevance**

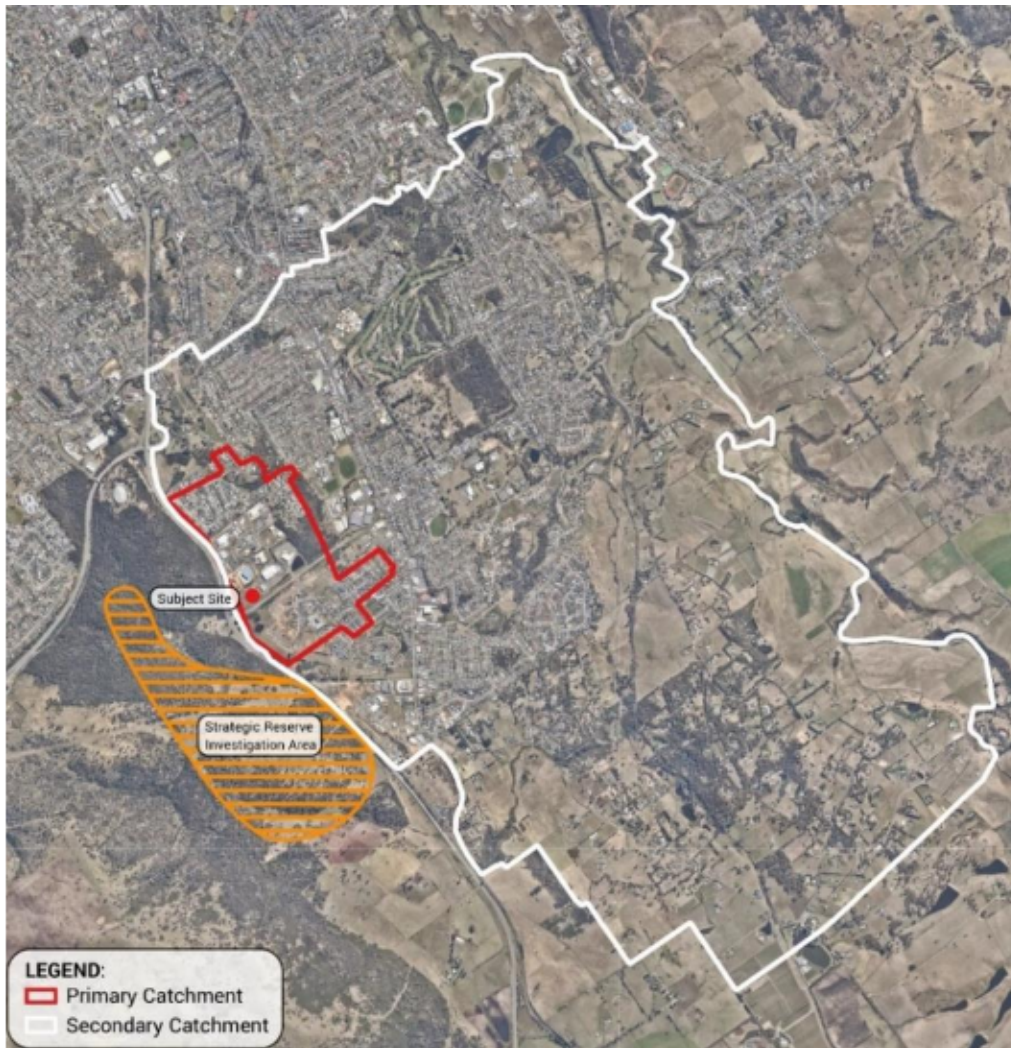
The site is spatially unique in terms of its location and servicing the immediate community. Its location is easily accessible via vehicular access from Midland Highway and Kings Meadows Connector, and will be accessible via a future pedestrian and cycle path that will run along the Kings Meadows Connector and into Kate Reed Reserve

A retail assessment was provided to support the application. The assessment identified the need for a small, suburb based supermarket. The catchment includes the Connector Park estate, as well as Oakden Park and Mount Pleasant. This immediate catchment is accessible via vehicles, pedestrians, and cyclists. A larger secondary catchment will allow for passing trade.

It is not anticipated that outside of the immediate catchment, that the supermarket will become a destination. The location and size of the supermarket is such that it will not take away from major activity centres, and in particular Kings Meadows. It is anticipated that larger full-line supermarket visits will still occur within the Kings Meadows area, noting the larger format Coles (4,700smq) and Woolworths (4,405sqm).

The economic report compared the use of the site for a supermarket against potential industrial uses. The conclusion was that such a use will increase full time employment, and add more economic value than what an industrial use would.





*Figure 1 - Catchment Area (Urban Enterprise)*

### 1.3 Decision Timeframe

Consultants 6ty° Pty Ltd, on behalf of the landowner, lodged a combined scheme amendment to Council on 16 March 2023. Upon review of the documentation, an information request was issued on 6 April 2023 which noted that the amendment was not in a position to be supported by council officers. This was primarily due to the original proposed size of the supermarket which exceeded 1,000sqm and its impact on the activity centre hierarchy, the addition of a commercial tenancy, and compliance with relevant transport strategies.

Several meetings occurred with the applicant on the outstanding concerns, which included updates to the retail and economic assessment and traffic impact assessment. Further, since lodgement, City of Launceston has obtained a grant to develop a pedestrian and cycle pathway along the Kings Meadows Connector. On 13 March 2025, the applicant provided a final response to the request. Based on this response, along with the development of a future pedestrian and cycle link, sufficient information has been provided to support the proposal, and there is a demonstrated benefit for a supermarket in this location.

## 2. PROPOSED AMENDMENT

This report provides details of the amendment and the site. The strategic outcomes of the proposal are outlined, having regard to matters of local, regional and State importance. The report ends with a discussion of the degree of compliance with the legislative requirements.

The site is uniquely spatially located for a General Retail and Hire Use. Its connecting qualities make it ideal for such a use to occur, and noting the positive economic contribution that would occur, should be supported.

### 2.1 Site Specific Qualification

The amendment will introduce a new reference within LAU-Site-Specific Qualifications table within the Launceston Local Provisions Schedule as described below:

Reference Number	Site Reference	Folio of the Register	Description (modification, substitution or additional)	Relevant Clause in State Planning Provisions
18.2	10 Dolerite Drive, Kings Meadows	181165/1	Remove the qualification within the Use Table for General Retail and Hire	Light Industrial Zone - 18.2 Use Table

### 2.2 Next Steps

If the proposed planning scheme amendment is initiated, the next steps in the process are as follows:

- The proposed amendment will be exhibited for 28 days
- The proposed amendment will be brought back to a council meeting if representations are received or major modifications are required. In response to any representations, the Planning Authority could also recommend that the TPC does not approve the amendment.
- The Tasmanian Planning Commission will assess and decide whether to approve the amendment, approve the amendment with modifications or reject the amendment.

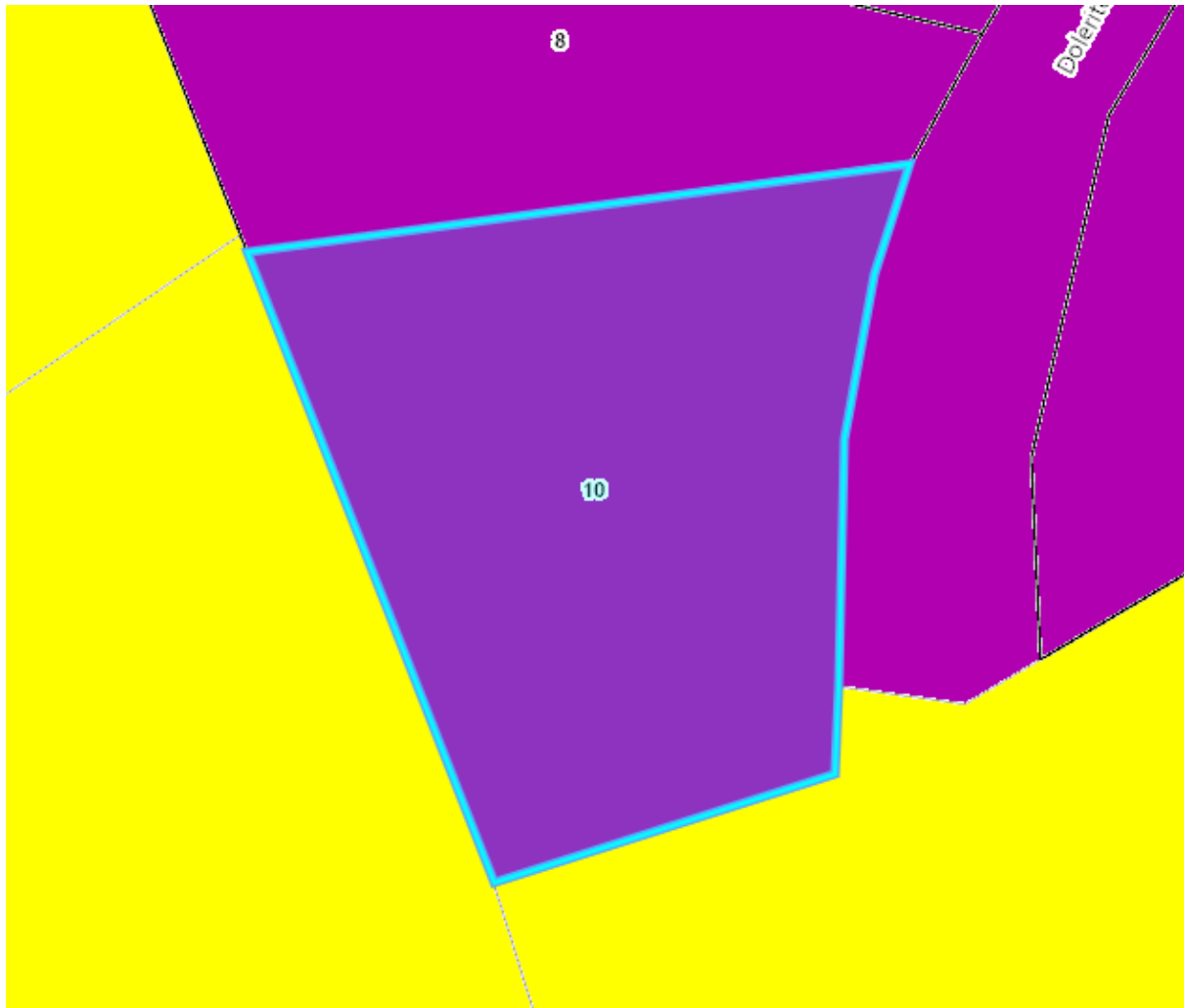
### 3. SITE & SURROUNDS

The site is located at 10 Dolerite Drive, Kings Meadows (CT181165/1). The site is vacant, flat, and 4,416m<sup>2</sup> in size. The site has a 73m frontage to Dolerite Drive, 43m frontage to Kings Meadows Connector, and 80m to Midland Highway. It is zoned Light Industrial, and contains the following overlays:

- LAU-S14.0 Southern Gateway Specific Area Plan
- Road and Railway Buffer (Midland Highway and Kings Meadows Connector)
- Airport Obstacle Limitation Area
- Landslip Hazard (Low)
- Bushfire Prone

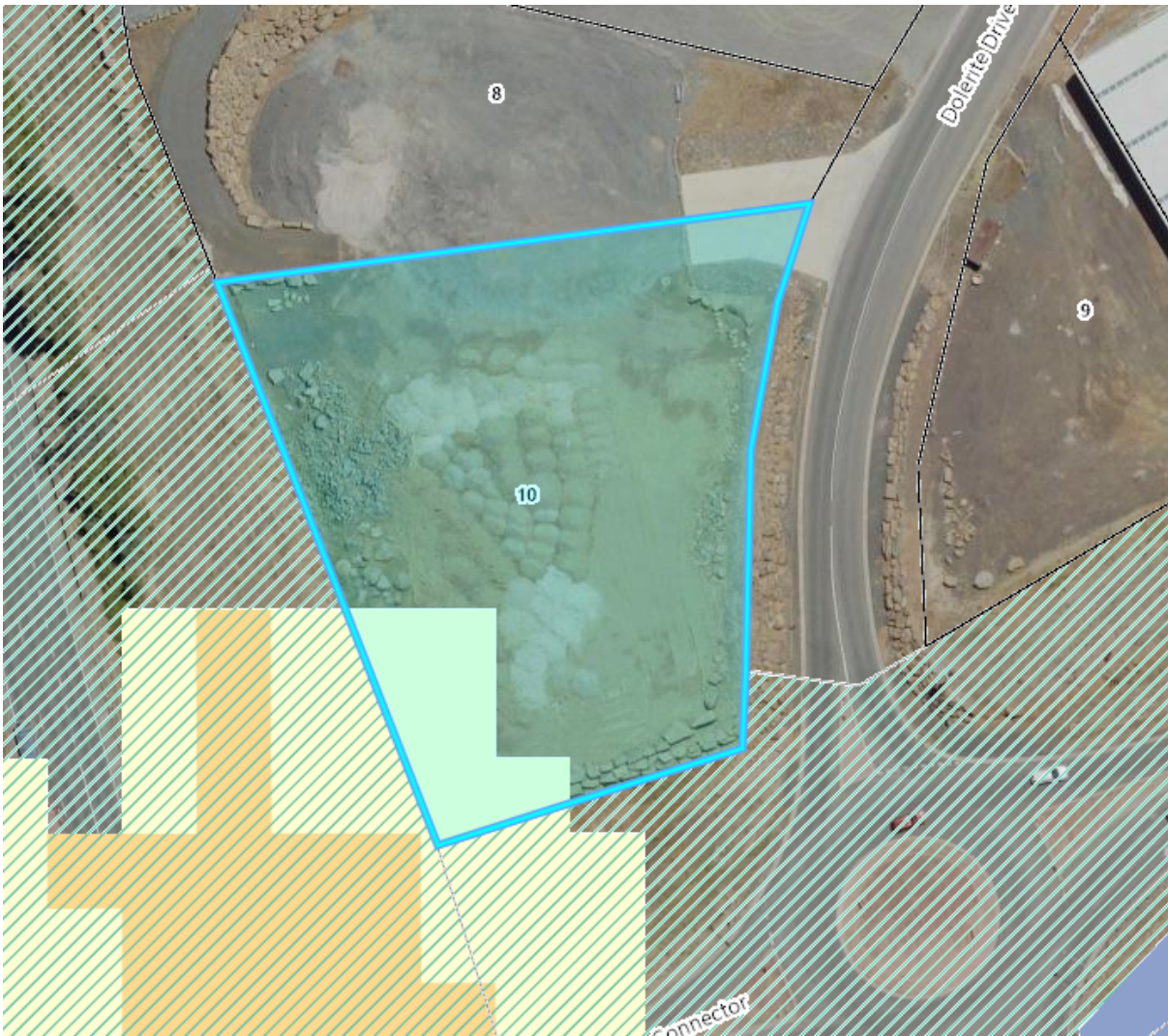


*Figure 2 - Aerial View of Subject Site*



*Figure 3 - Light Industrial Zoning*



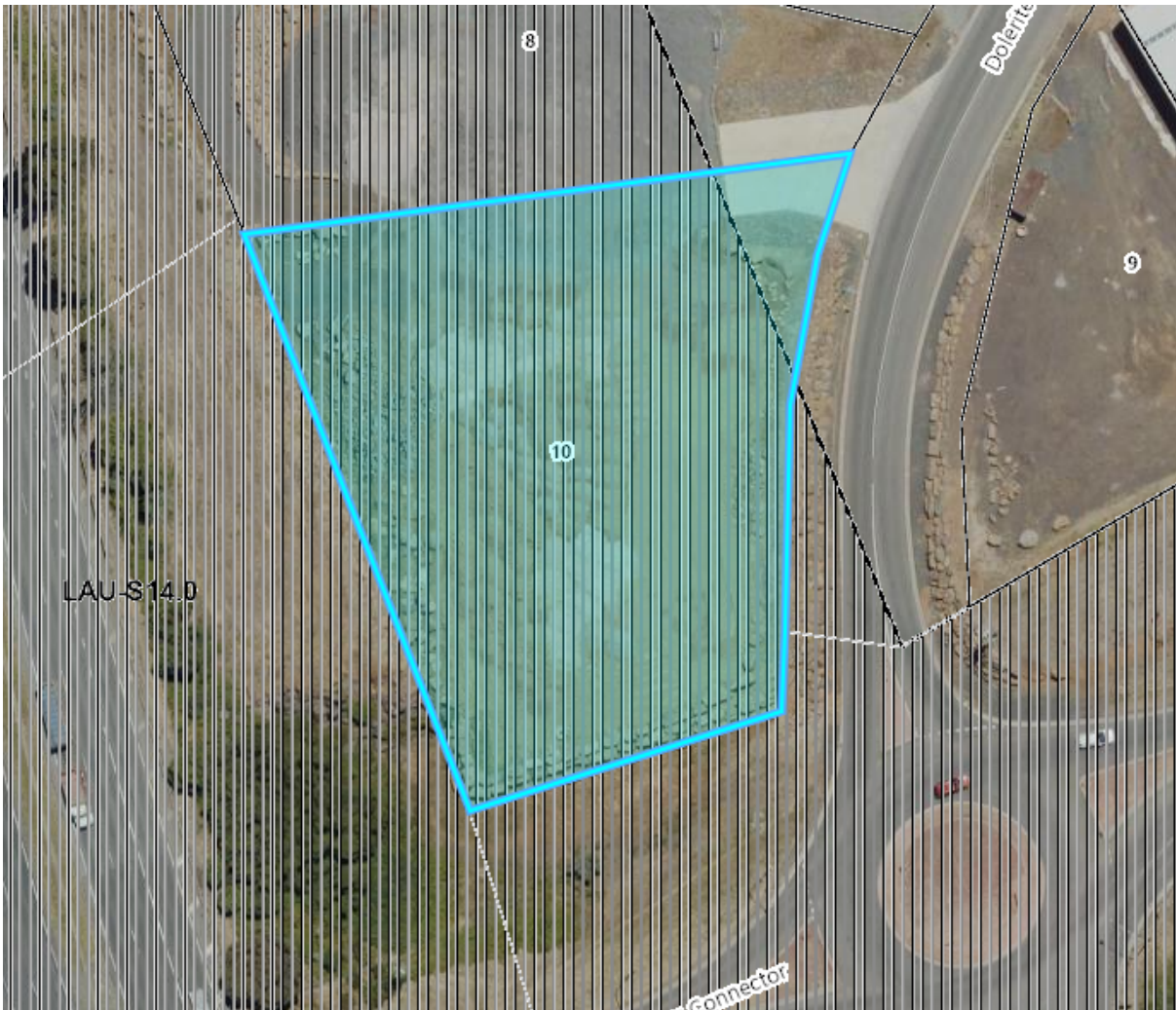


*Figure 4 - Low Landslip Overlay*



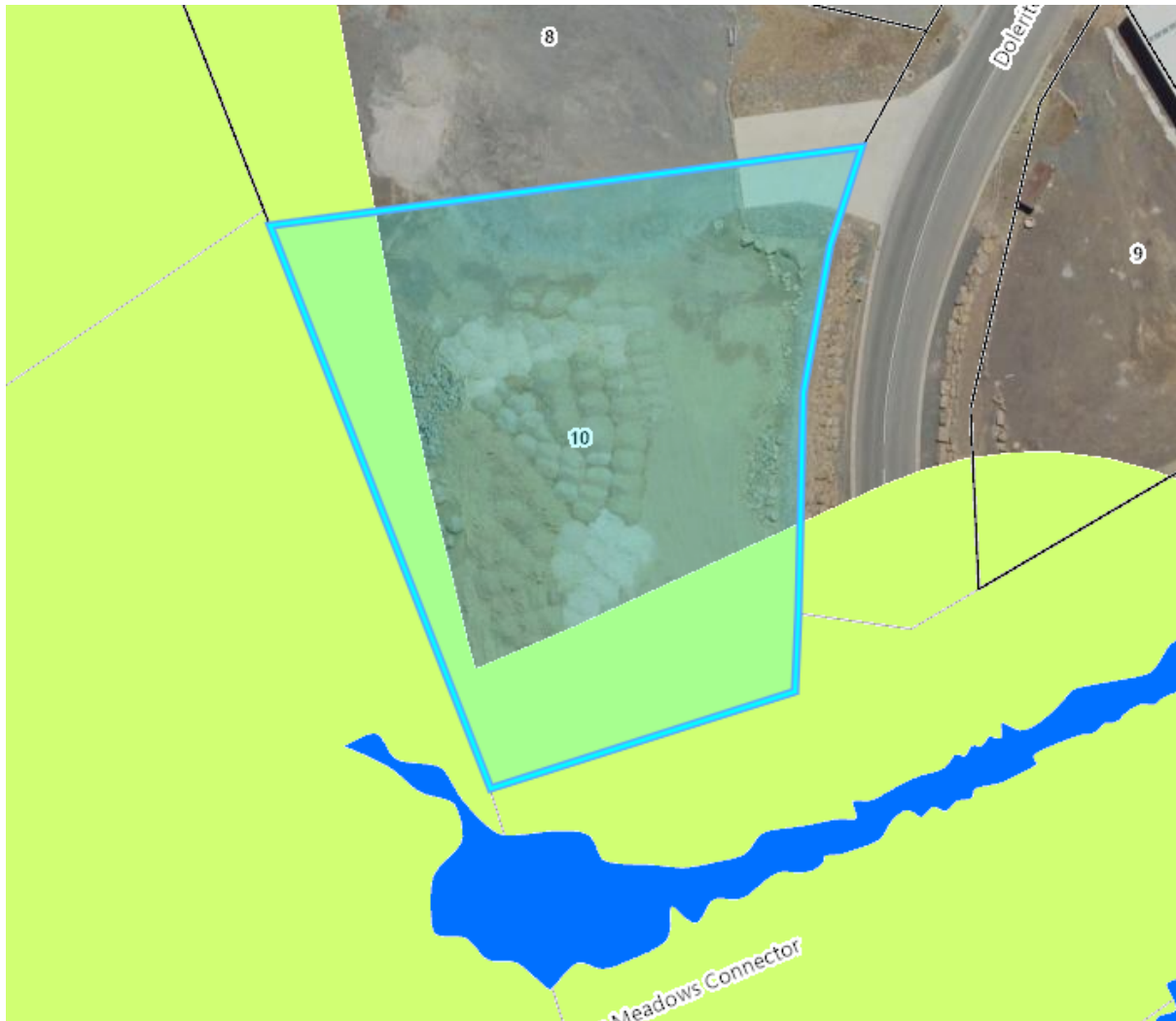


*Figure 5 - Bushfire Prone Area Overlay*



*Figure 6 - LAU-S14.0 Southern Gateway Specific Area Plan Overlay*





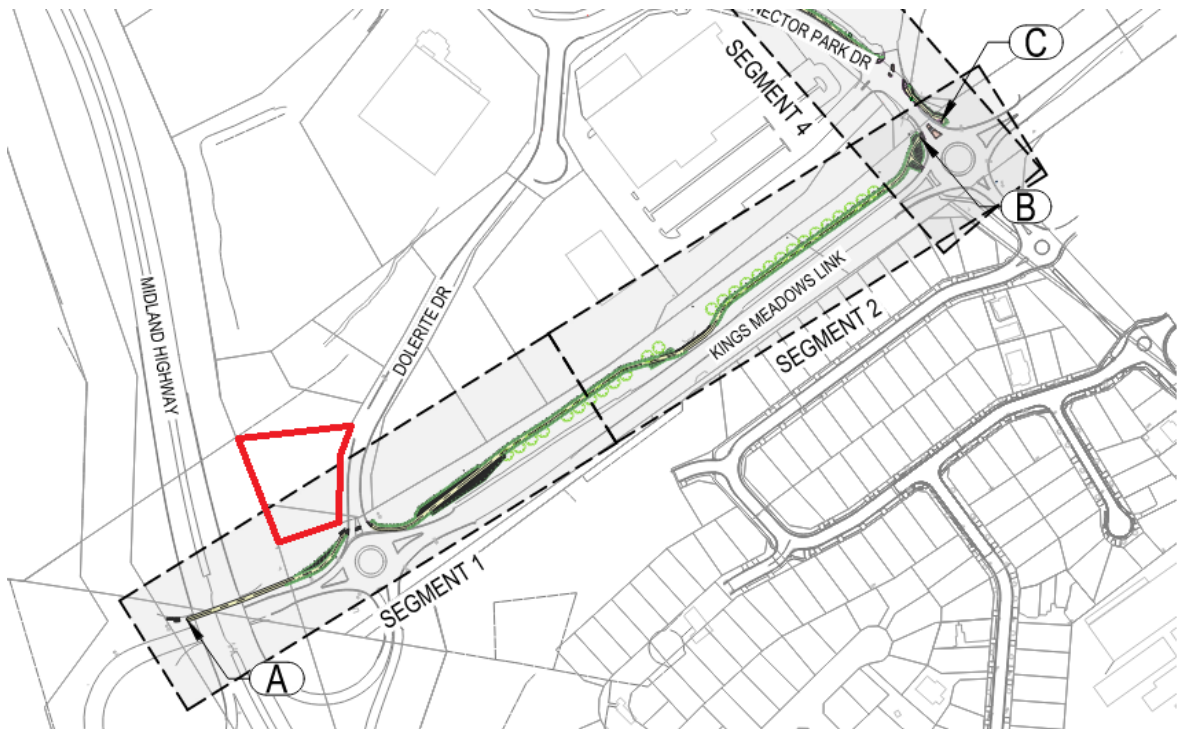
**Figure 7 - Buffer to Midland Highway and Kings Meadows Connector**

The site is able to be fully serviced, with no environmental values.

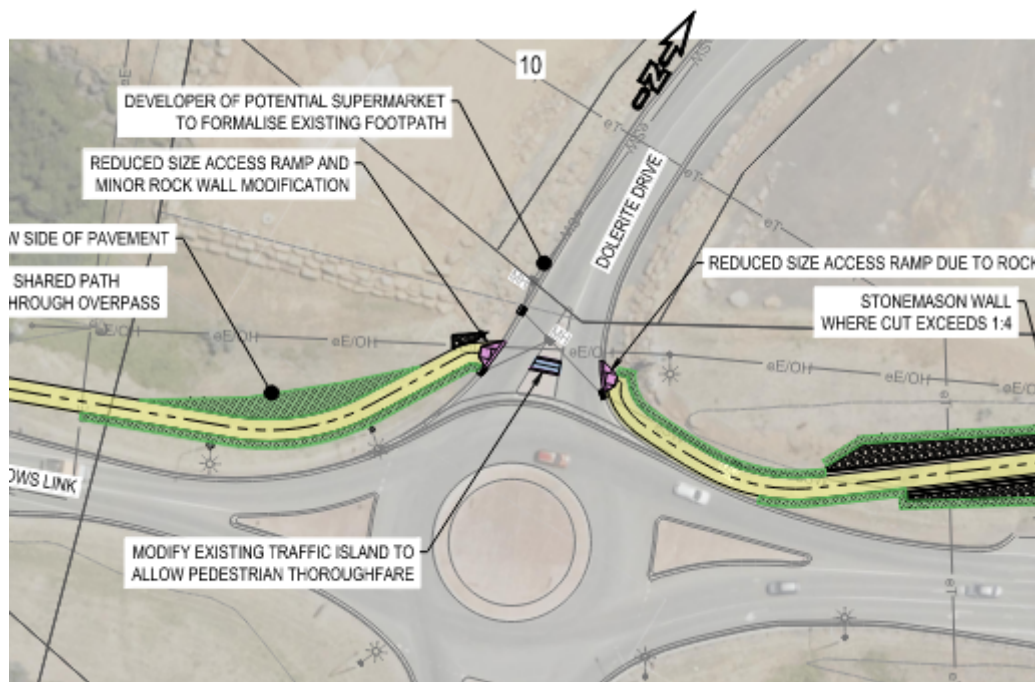
Access is existing via Dolerite Drive, a road within the Connector Park industrial estate. Access to this road is obtainable via the Kings Meadows Connector, Midland Highway, and Connector Park Drive.

Further to the road access to the site, pedestrian access will be available via a future pedestrian footpath connection along the Kings Meadows Connector, that will connect into a new pedestrian footpath to the site via Dolerite Drive.





**Figure 8 - Proposed pedestrian and cycle pathway (subject site in red)**



**Figure 9 - Roundabout south of the subject site**

The site is one of the few vacant lots left within the Connector Park industrial estate. Industrial, commercial, and bulky goods uses operate within the estate to the north and east. Further to the north is 'Mount Pleasant Estate', a large residential estate. Midland Highway runs parallel to the site to the west, and beyond that is Kate Reed Reserve. To the south opposite the Kings Meadows Connector is a newly established residential area, Oakden Park, containing some 250 dwellings.

Further to the north-east is the Kings Meadows Activity Centre, 2.3km along the Kings Meadows Connector and Hobart Road. The Central Business District is some 4.5m north along the Midland Highway.

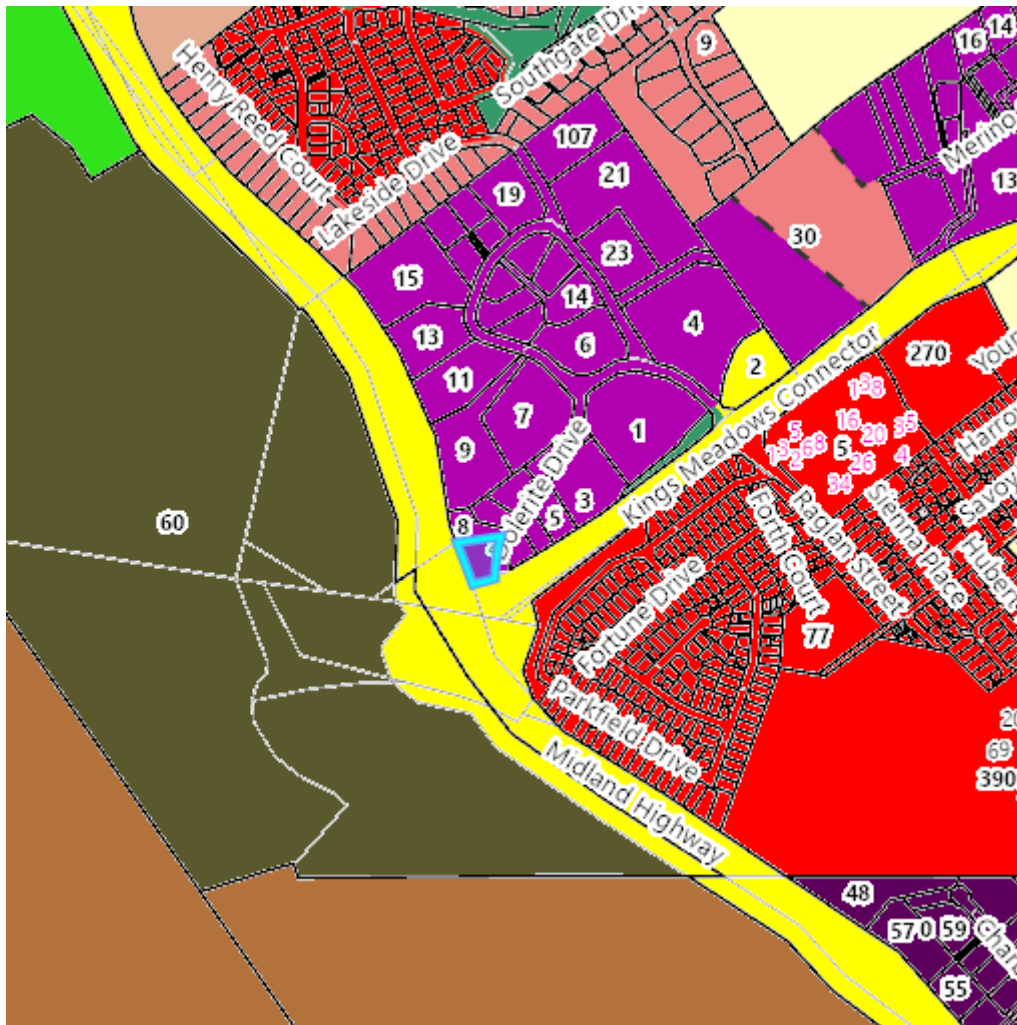


Figure 10 - Surrounding zoning

## 4. STRATEGIC OUTCOMES

### 4.1 Local and Regional Strategies (S.34(2)(c) LUPPA)

#### 4.1.1 Launceston Industrial Strategy 2009-2029

The intent of the Industrial Strategy is to ensure Launceston has a co-ordinated supply of industrial land providing a choice of location to service the Launceston regional centre and to establish Launceston as the industrial centre of choice for new and emerging high technology and research and development industries.

The Connector Park estate is identified as sub-precinct 8.4 within the strategy.

The strategy concludes that there is enough scope for existing sites to accommodate manufacturing, logistics, and service industry uses in the short to mid terms.

#### **4.1.2 Northern Tasmania Industrial Land Study (2014)**

The objective of the study was to ensure there is sufficient suitable vacant industrial land to meet the diverse demands for industrial land in the region over the next 15 to years.

Connector Park industrial estate, where the subject site lies, in a regionally significant precinct as identified within the study. The study has identified that within Connector Park, in 2014 there were 16 vacant parcels of land, or 11 hectares. The study identifies that of within the combined regionally significant precincts, there is a total of vacant land area that is well beyond the projected demand for the next 15 and even 30 years, noting however that not all precincts are adequately located to meet demand for industrial land.

It is also noted that since the study was undertaken, Connector Park has had a significant take up of land, with approximately 6 vacant lots left, noting more are possible through subdivision on underutilised land.

Notwithstanding, the allocation of one site nominated for non-industrial use will not impact on the existing availability of vacant industrial land within the region. The documentation provided within this application confirms that the use of the land is better suited to a supermarket noting the economic benefits. This is reinforced with its spatial location.

#### **4.1.3 Statewide Industrial Land Study - Strategic Framework for the northern region**

In March 2025, the Department of State Growth released an industrial land study. The purpose of the study was to develop comprehensive advice on future industrial land requirements. Notwithstanding the concerns raised in response to the report, the study found that within the Launceston LGA has a shortfall in supply of industrial land by some 20ha.

Specifically relating to Connector Park, the study put forward that it is nearing the end of its development cycle, with limited vacant land remaining. Ultimately, the study recommended that a long-term planning strategy to manage land supply is required. The requirement for a long-term strategy is acknowledged, noting the current strategy is nearing its end, and will be considered in the future as part of Councils overall strategic work.

However, an amendment to allow a small parcel of land to be developed for a non-industrial use is not considered to be strategically damaging. There is a greater need for large scale industrial strategic work to occur, and the proposed amendment will not limit that scope of that work. There would be no net benefit by limiting the development of the site to industrial uses only, when a strong economic argument has determined a supermarket would provide the best planning outcome for the site and surrounding catchment.

#### **4.1.4 City of Launceston Corporate Strategic Plan 2014-2024**

Section 20(1) of the Local Government Act 1993 (Tas) requires a planning scheme amendment to have regard to the strategic plan of a council referred to in Division 2 of Part 7 of the Act.

**Attachment 2** includes an assessment against the Corporate Strategic Plan.

#### ***4.1.5 Northern Integrated Transport Plan***

The goals of the Northern Integrated Transport Plan are:

- A regional freight network which can cater for the current future freight task including intrastate, interstate and international linkages. The network must support lowest cost, efficient and reliable supply chains;
- A safe freight transport system including road, rail, bridges, ports, airports and intermodal facilities;
- Integrated, evidence-based planning for the freight system which provides a long-term plan for the future

The transport plan is required to be addressed as part of the Northern Tasmanian Regional Land Use Strategy. The proposed amendment will not affect the goals of the plan, as the proposal will not introduce any changes to the existing freight network.

#### ***4.1.6 Greater Launceston Transport Vision***

The Greater Launceston Transport Vision seeks to shape the pattern of development to help facilitate an efficient transport and land use system by:

- Reducing the need to travel and the length of journeys
- Making it safer and easier for people to access services
- Minimise the impact of transport on communities
- Improving freight flows and freight access to key terminals
- Providing efficient distribution of goods and services to business and the community
- Providing a choice of travel modes

The amendment is able to directly meet the vision by applying the above principals to the change to the scheme. The site is adequately accessible by multiple types of transport due to its location, making it easy to access. It is of a size not considered to be 'full scale supermarket', but instead will attract consumers within the walkable immediate catchment, as well as passing by trade.

#### ***4.1.7 Launceston Transport Strategy 2020-2040***

The strategy has several overarching goals:

- Governance and accountability
- Creativity and innovation
- Liveability and amenity
- Connected and networked region
- Building diversity
- Social inclusion and equity
- Environmental sustainability
- Land use, transport and infrastructure
- Economic development

The amendment most aligns with the land use, transport and infrastructure goal. The proposal ensures that the use will connect into existing road networks, while planning for new pedestrian and cycle grids. The site ensures that any use occurring will not be wholly reliant on cars, but encourage other forms of transport.

## 4.2 Regional Strategy

The Northern Tasmanian Regional Land Use Strategy (NTRLUS) was originally declared by the Minister for Planning in accordance with the relevant provisions of LUPAA on 27 October 2011. The current version was amended on 23 June 2021 and provides a framework for the sustainable use and development of land within the region.

The NTRLUS is a strategic regional plan for the eight council areas in the north and north-east of Tasmania. It has a 20-year time horizon to 2032 for integrated infrastructure, land use development and transport planning, and is underpinned by economic development, social and environmental strategies. It defines three land use categories to direct the allocation of all land in the region:

- Urban Growth Areas
- Rural Areas
- Natural Environment Areas

This site falls within a Supporting Consolidation area (Urban Growth Area).

The detailed assessment against the relevant principles, policies and actions of the NTRLUS is provided in **Attachment 2** to this report.

## 4.3 State Strategy

The amendment furthers the objectives in Schedule 1 of LUPAA, by promoting sustainable and orderly development through more efficient use of underutilised, serviced, highly accessible, urban land along a major transport network and near an activity centre. **Attachment 2** also includes an assessment against the objectives of Schedule 1 of LUPAA and the State Policies.

There are no state policies that apply to the site.

## 4.4 Statutory Considerations

### 4.4.1 Section 32 - Land Use Planning and Approvals Act 1993

Section 32 of LUPAA provides for the contents of a Local Provisions Schedules (LPS), and Section 34 outlines the LPS Criteria. **Attachment 2** provides a detailed assessment of the amendment against the requirements of these provisions. The amendment is considered to satisfy all the listed considerations and meet the LPS Criteria.

The planning scheme amendment is required to meet the test under Section 32(4) as it proposes a Site Specific Qualification to the Launceston LPS. It is considered the proposed amendment will meet the requirements of 32(4) by providing a change to the site due to its unique spatial qualities.

#### **4.4.2 Section 56S - Water and Sewerage Industry Act 2008**

Under Section 56S(1) of the Water and Sewerage Industry Act 2008, a Planning Authority must refer a draft planning scheme amendment to the relevant regulated entity. Under Section 56S(2) of the same Act, the relevant regulated entity may provide comments during the public notification period.

TasWater were referred the application on 06/05/2025, and on 12/05/2025 provided a Submission to Planning Authority Notice with conditions and advice.

#### **4.4.3 Landowner Consent**

As required under Section 37(3) of LUPAA, written permission of each owner of the land to the making of the request to amend the LPS has been provided.

### **5. CONCLUSION**

The proposed planning scheme amendment to allow General Retail and Hire to be developed on the subject site without qualification.

For the above reasons, it is assessed that the proposed planning scheme amendment is consistent with the objectives and other requirements of the Land Use Planning and Approvals Act 1993, the intent of the Tasmanian Planning Scheme - Launceston and is consistent with the Northern Tasmanian Regional Land Use Strategy and State policies.

#### **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 General Manager have no interests to declare in this matter.

**ATTACHMENTS:**

1. DA0124 2023 Attachment 1 [**11.1.1** - 10 pages]
2. DA0124 2023 Attachment 2 [**11.1.2** - 19 pages]
3. D A 0124.2023 - Documents to Endorse [**11.1.3** - 91 pages]
4. D A 0124.2023 - Tas Water SPAN [**11.1.4** - 3 pages]
5. DA0124 2023 Instrument [**11.1.5** - 1 page]
6. D A 0124.2023 - Application Documents [**11.1.6** - 186 pages]

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**11.2. PSA-LLP0030 - Rezoning - Partial Rezoning from Agriculture to Rural at 43 Los Angelos Road, Swan Bay (also described as 729-739 John Lees Drive)**

**FILE NO:** PSA-LLP0030

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

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

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**DECISION STATEMENT:**

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

**PLANNING APPLICATION INFORMATION:**

Applicant: Commercial Project Delivery  
Address: 43 Los Angelos Road (also known as 729-739 John Lees Drive, Dilston) CT165889/1  
Existing Zone: Agriculture  
Existing Use: Rural

**RELEVANT LEGISLATION:**

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

**RECOMMENDATION:**

That Council, pursuant to:

1. sections 37 and 38 of the *Land Use Planning and Approvals Act 1993*, agrees to, and initiates scheme amendment PSA-LLP0030 to the Launceston Local Provisions Schedule to:
  - a. rezone the southern portion of land from Agriculture to Rural; and
  - b. apply the Priority Vegetation overlay to the southern portion of the land
2. section 40F of the *Land Use Planning and Approvals Act 1993*, certifies Draft Amendment PSA-LLP0011 identified in Attachment 1.
3. sections 40G and 40H of the *Land Use Planning and Approvals Act 1993*, determines the period for public exhibition be 28 days.



Rezoning part of 43 Los Angeles Road, Swan Bay (also described as 729-739 John Lees Drive, Dilston), from Agriculture to Rural, as described below: Title included: 165889/1

This map shows a large, irregularly shaped parcel of land, shaded in orange, located along the coast. The parcel is labeled with the number '43' in a white circle. To the north of the parcel, a road labeled 'Windermere Road' runs horizontally. To the northeast, a road labeled 'John Lees Drive' runs diagonally. Various lot numbers are scattered around the parcel, including 73-93, 156, 154, 106, 108, 102, 100, 98, 112, 114, 122, 125, 127, 131, 133, 136, 146, 152, 141, 147, 139, 727, 725, 728, 706, 642, 643, 611, 59, 593, 73, 75, 76, 5, 591, 5, 54, 63, 135, and 0. A scale of 1:10,000 is indicated at the bottom left.

Rural Zone

Sam Johnson OAM  
Chief Executive Officer

### ***Instrument 1 - Rezoning***

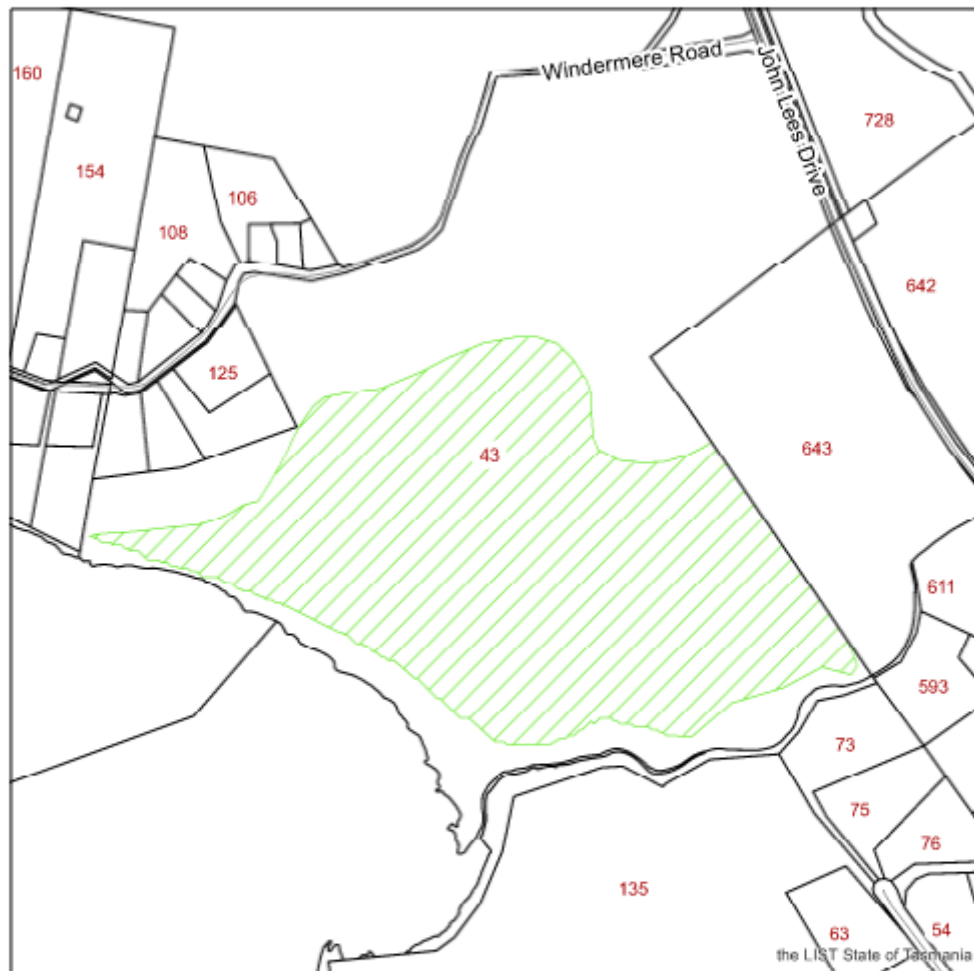
## TASMANIAN PLANNING SCHEME - LAUNCESTON

### Amendment PSA-LLP0030

Insertion of the Priority Vegetation overlay at 43 Los Angeles Road, Swan Bay (also described as 729-739 John Lees Drive, Dilston) as described below:

Title included: 165889/1

Amend the Tasmanian Local Provisions Schedule maps as below:



Code Overlay  Priority Vegetation Area

THE COMMON SEAL  
of the City of  
Launceston was  
hereunto affixed in the  
presences of: -

Date

Sam Johnson OAM  
Chief Executive Officer

***Instrument 2 - Priority Vegetation Overlay***

## REPORT: APPLICATION FOR PLANNING SCHEME AMENDMENT

### 1. EXECUTIVE SUMMARY

Commercial Project Delivery has lodged an application under section 37 of the *Land Use Planning and Approvals Act 1993* to rezone a portion of 43 Los Angeles Road (also known as 729-739 John Lees Drive) CT165889/1 from Agriculture to Rural. The area to be rezoned is approximately 96.2ha in size. Due to the rezoning, and in accordance with Guideline No. 1 published by the Tasmanian Planning Commission, the priority vegetation overlay is also required to be applied to the land being rezoned.

The property is actively farmed for livestock grazing, noting however the southern block is severely constrained and its agricultural potential limited. The property contains multiple accesses from Los Angeles Road and Windermere Road, the latter of which intersects the property, effectively splitting the property into two.

#### 1.1 Why the Rural Zone?

The proposal will allow lower value land to be rezoned to Rural, noting this land is separated from the higher quality agricultural land to the north by Windermere Road.

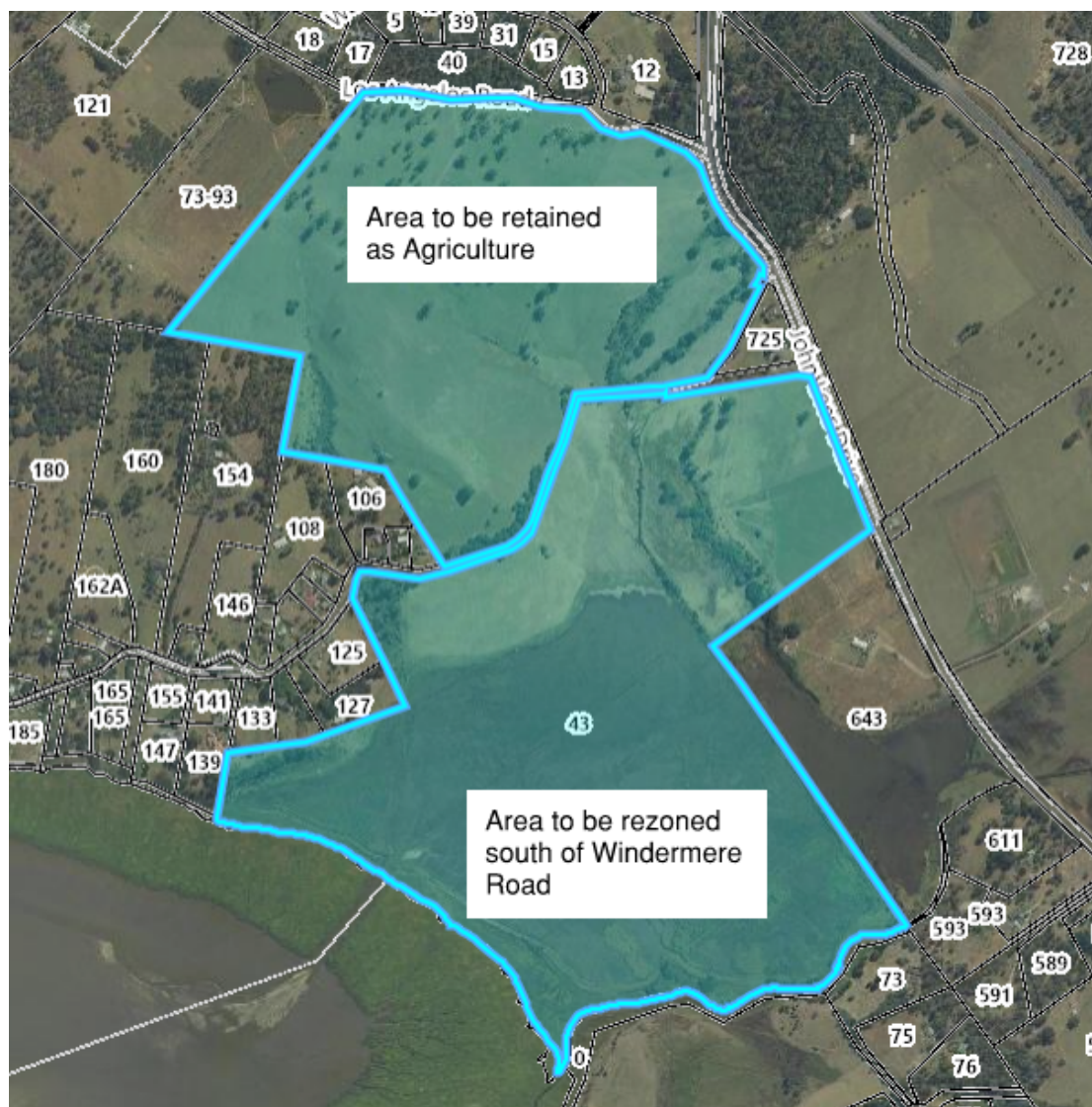


Figure 1 - Subject Site intersected by Windermere Road

The rationale for the rezoning is to allow more flexible uses in the future noting the limited agricultural potential of this southern area due to existing constraints and agricultural viability. An Agricultural Report, prepared by qualified agricultural experts Pinion Advisory, was submitted to support the rezoning. The report reviewed the site and its agricultural value, and concluded the following:

- The majority of the southern block is covered in Class 7 land as a wetland, which is incapable of supporting agricultural land use activity;
- The southern block is constrained for agricultural use due to limitations associated with the land capability, topography, and challenging access to irrigation; and
- The southern block has a negligible level of local and regional significance and contains no strategic infrastructure or resources that would limit productivity of adjacent or nearby agricultural land.

In summary, the southern blocks capacity to maintain any meaningful agriculture is limited, and is not in a position to support any other surrounding agricultural use.

The Rural Zone allows for more uses to occur through a permitted pathway where they can meet certain qualifications. It also allows those uses to be assessed as Discretionary where those qualifications are not met. The Agriculture zone has stricter controls on what can occur on the land as its primary purpose is to protect land for predominantly agricultural use only.

Noting the southern sections significant constraints and lower agricultural value, there is limited agricultural land to protect, and accordingly the change of zoning will allow more appropriate uses to occur on this section of land.

## **1.2 Why Priority Vegetation?**

The southern portion of the site is mapped as Saltmarsh and Wetland under TASVEG 3.0. This mapping is maintained by the state government, and identifies different type of vegetation communities. Guideline No. 1, produced by the Tasmanian Planning Commission, identifies where a property contains such communities, it is necessary to ensure a planning scheme overlay map is located on the property to protect the vegetation. This overlay however only applied to certain zones, noting it does not apply to the Agriculture Zone, but does apply to the Rural Zone. Therefore, due to the proposed rezoning, the priority vegetation overlay also needs to be applied.

## **2. PROPOSED AMENDMENT**

The amendment will change the zoning of the southern portion of the land to Rural, whilst introducing the priority vegetation overlay.

### **2.1 Next Steps**

This report provides details of the amendment and the site. The strategic outcomes of the proposal are outlined, having regard to matters of local, regional and state importance. The report ends with a discussion of the degree of compliance with the legislative requirements.

If the proposed planning scheme amendment is initiated, the next steps in the process are as follows:

- The proposed amendment will be exhibited for 28 days.
- Upon completion of the public exhibition period, the amendment will be brought back to a council meeting if representations are received, or substantial changes proposed. In response to any representations, the Planning Authority could also recommend that the TPC does not approve the amendment.
- The Tasmanian Planning Commission will assess and decide whether to approve the amendment, approve the amendment with modifications or reject the amendment.

### **3. SITE & SURROUNDS**

The site is located at 43 Los Angeles Road (also known as 729-739 John Lees Drive) CT165889/1, is 159.4ha in size, and is zone Agriculture. The site straddles the neighbourhoods of Windermere and Swan Bay and is a 15 minute drive north from Launceston. The site is surrounded by active farming properties, as well as larger rural living lots.

The site has several large frontages to Los Angeles Road, Windermere Road, and John Lees Drive. The following overlays apply to the site:

- C7.0 Natural Assets Code
- C8.0 Scenic Protection Code
- C9.0 Attenuation Code
- C11.0 Coastal Inundation Hazard Code
- C12.0 Flood-Prone Areas Hazard Code
- C13.0 Bushfire-Prone Areas Code
- C15.0 Landslip Hazard Code

The property is an active farm (Sheep based livestock grazing) and contains a single dwelling and associated residential and rural infrastructure.









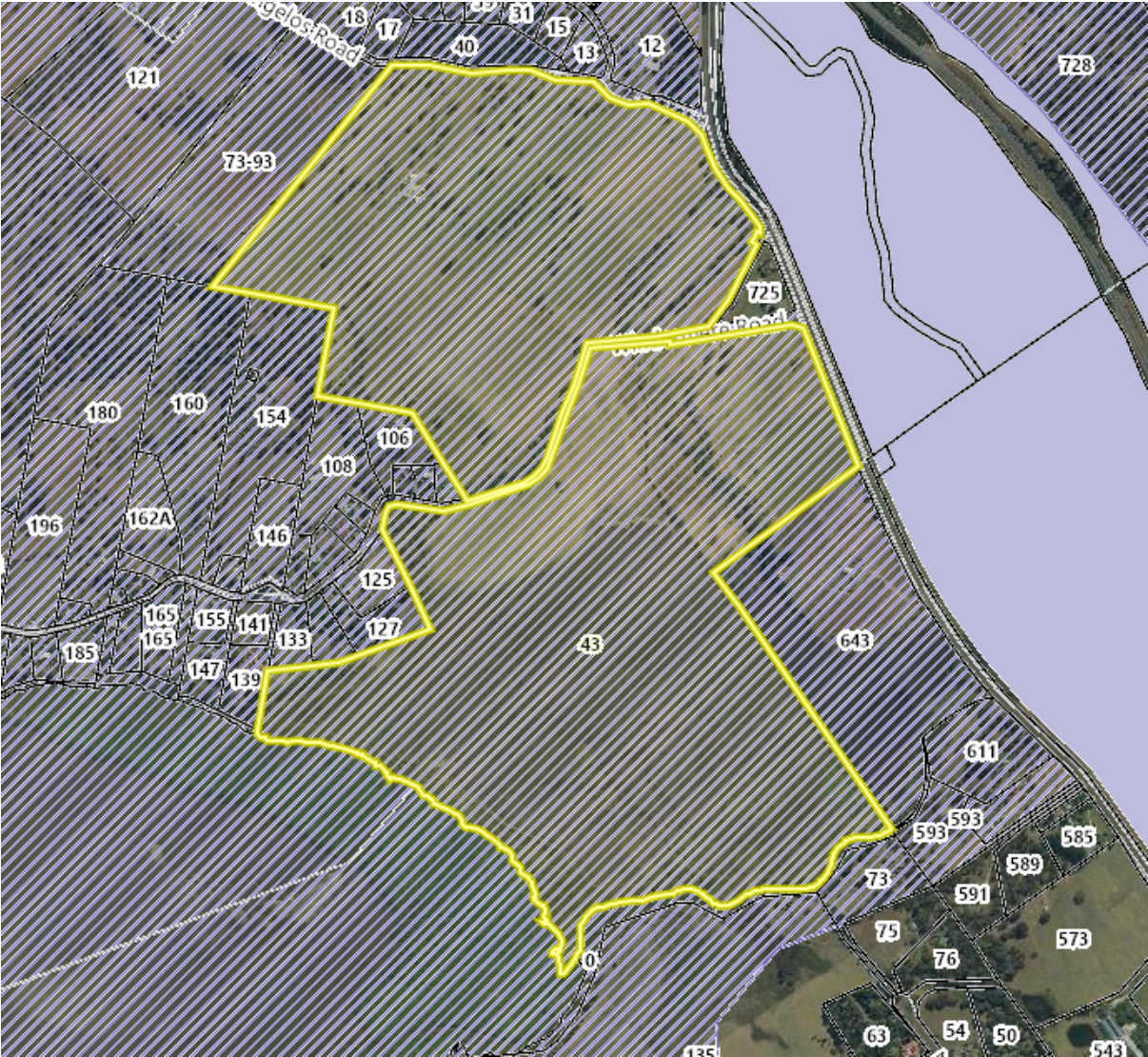
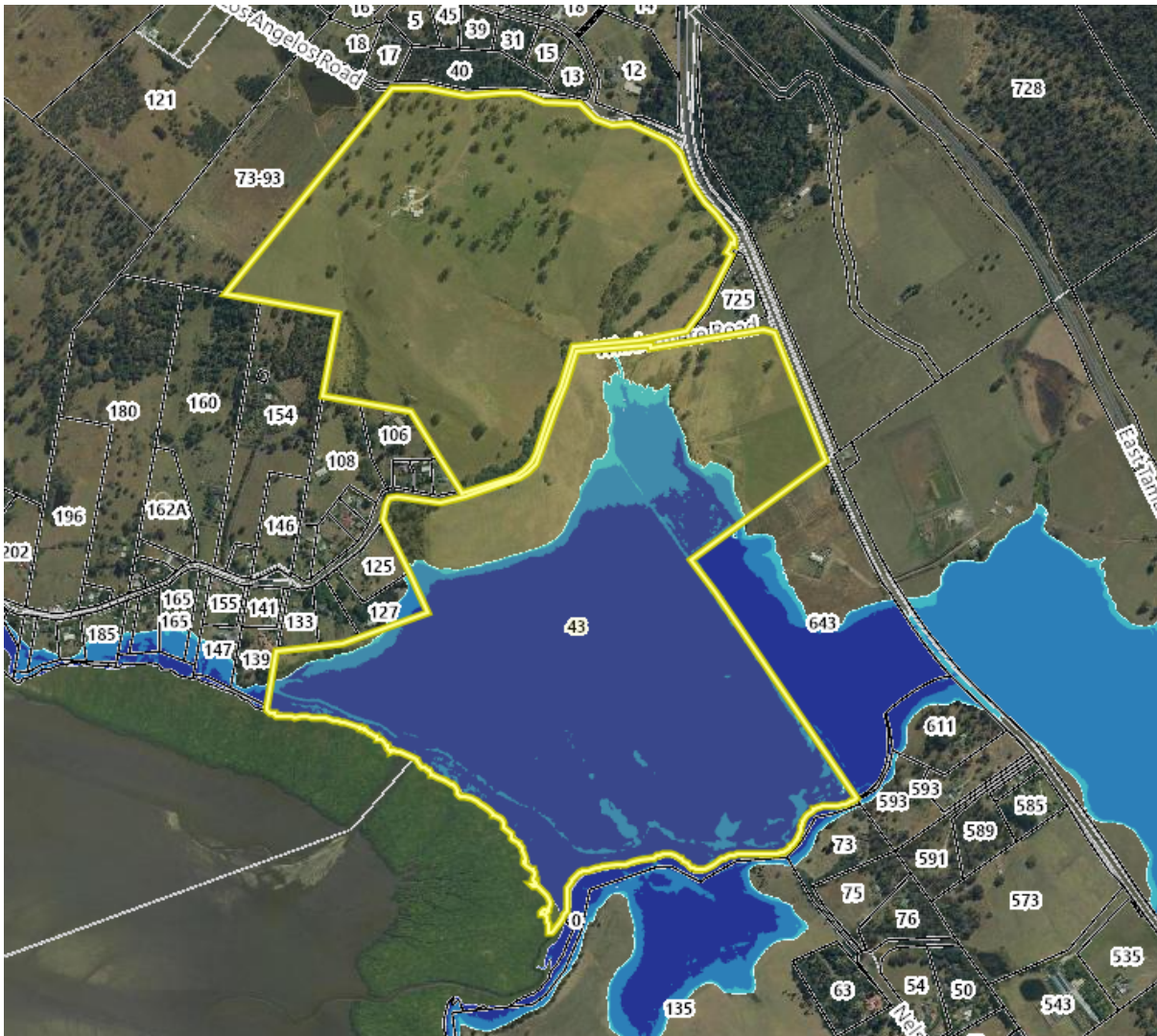


Figure 3 – C8.0 Scenic Protection Code



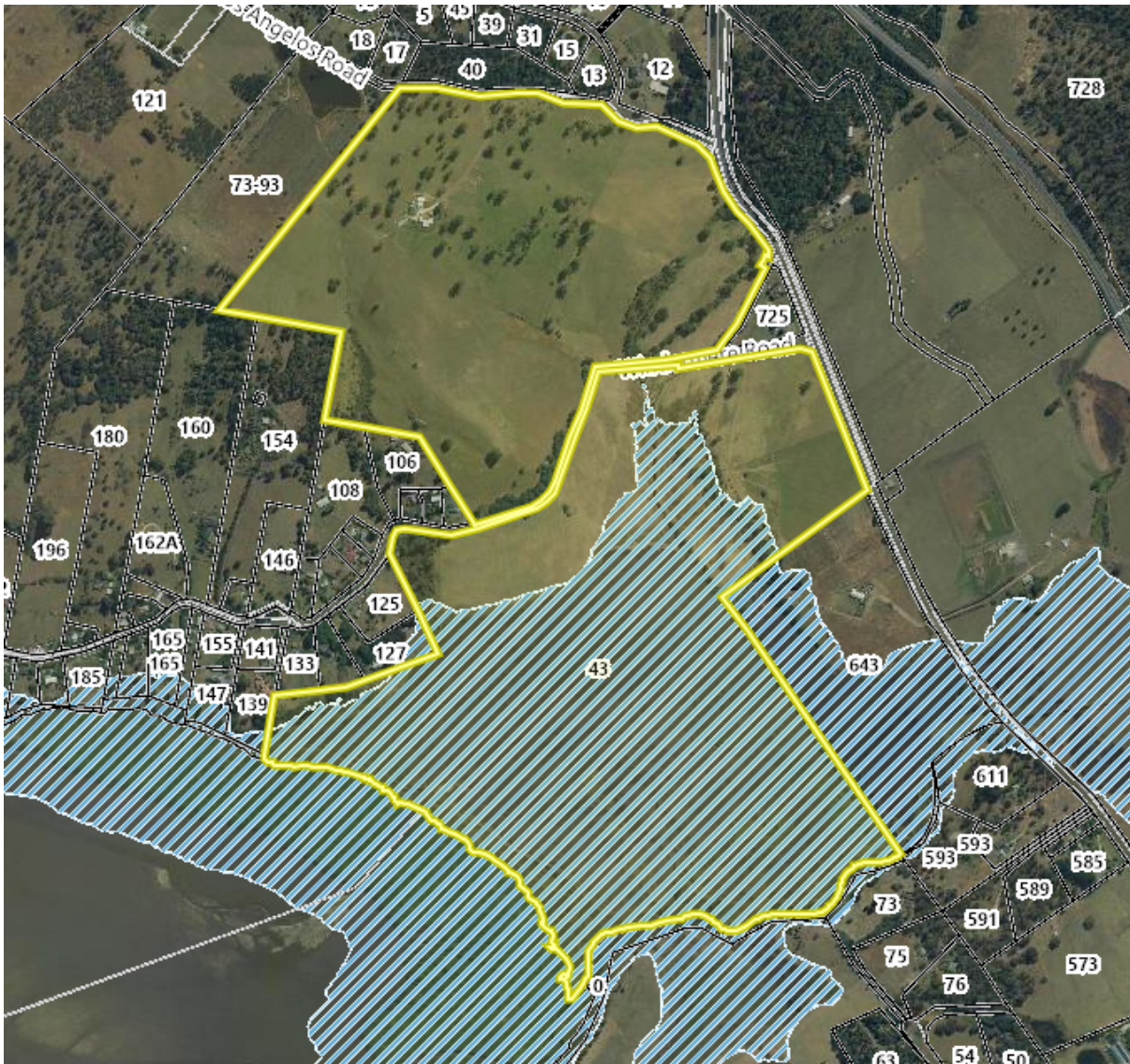


• **Figure 4 - Coastal Erosion Hazard (C11.0 Coastal Inundation Hazard Code)**



**Figure 5 - Coastal Inundation (C11.0 Coastal Inundation Hazard Code)**





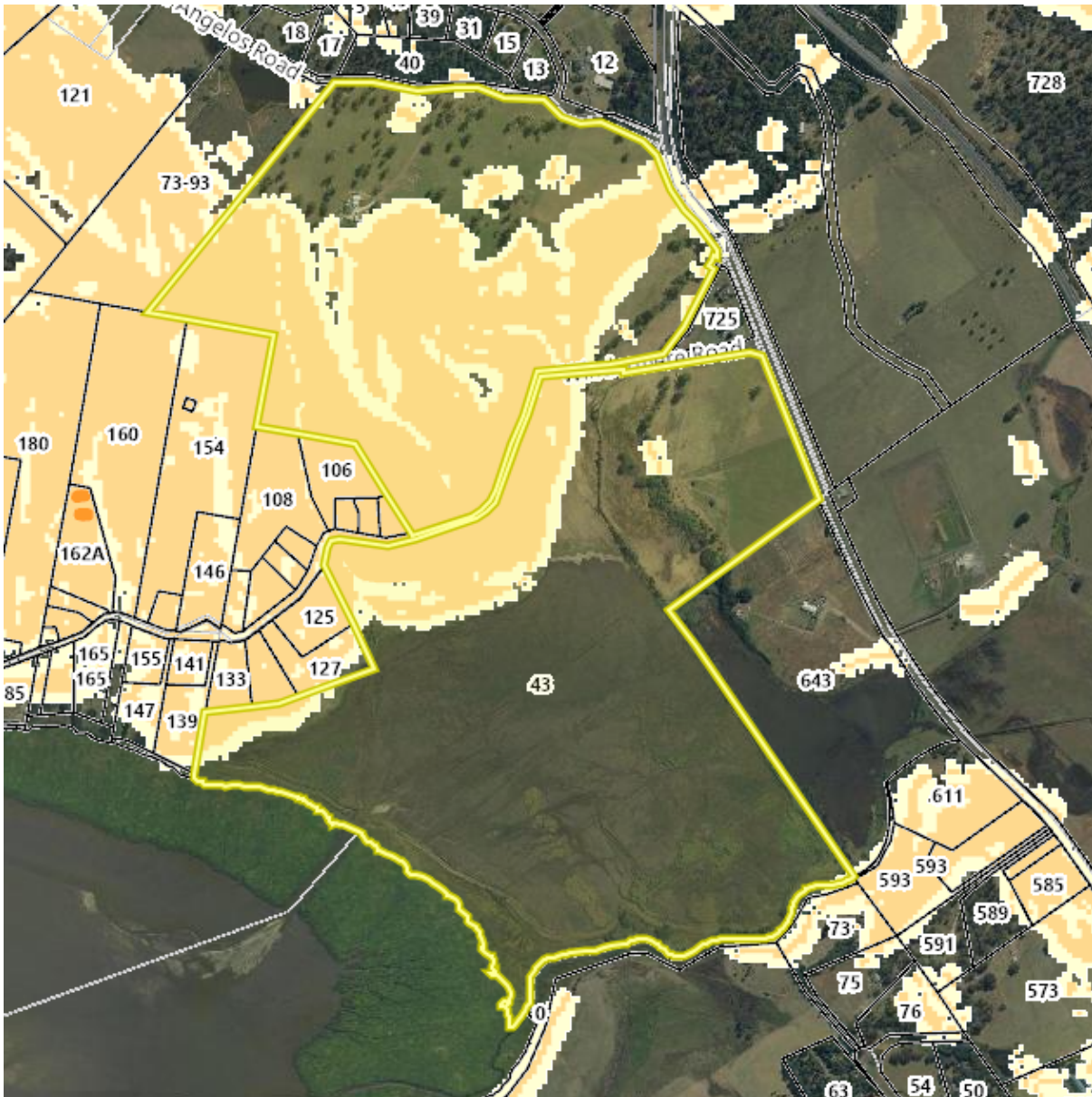
**Figure 6 - Flood hazard (C12.0 Flood-Prone Areas Hazard Code**



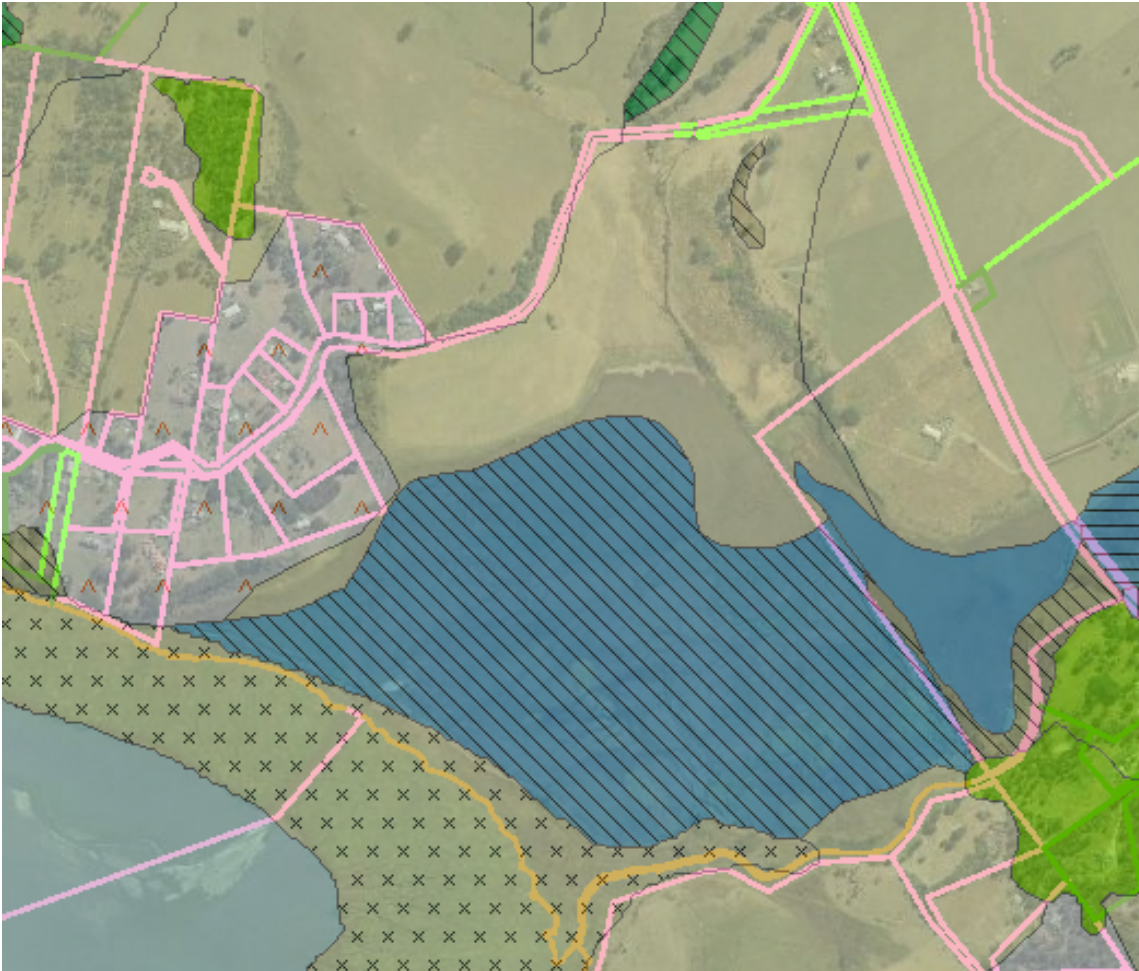


Figure 7 - Bushfire-Hazard Area (C13.0 Bushfire-Prone Areas Code)





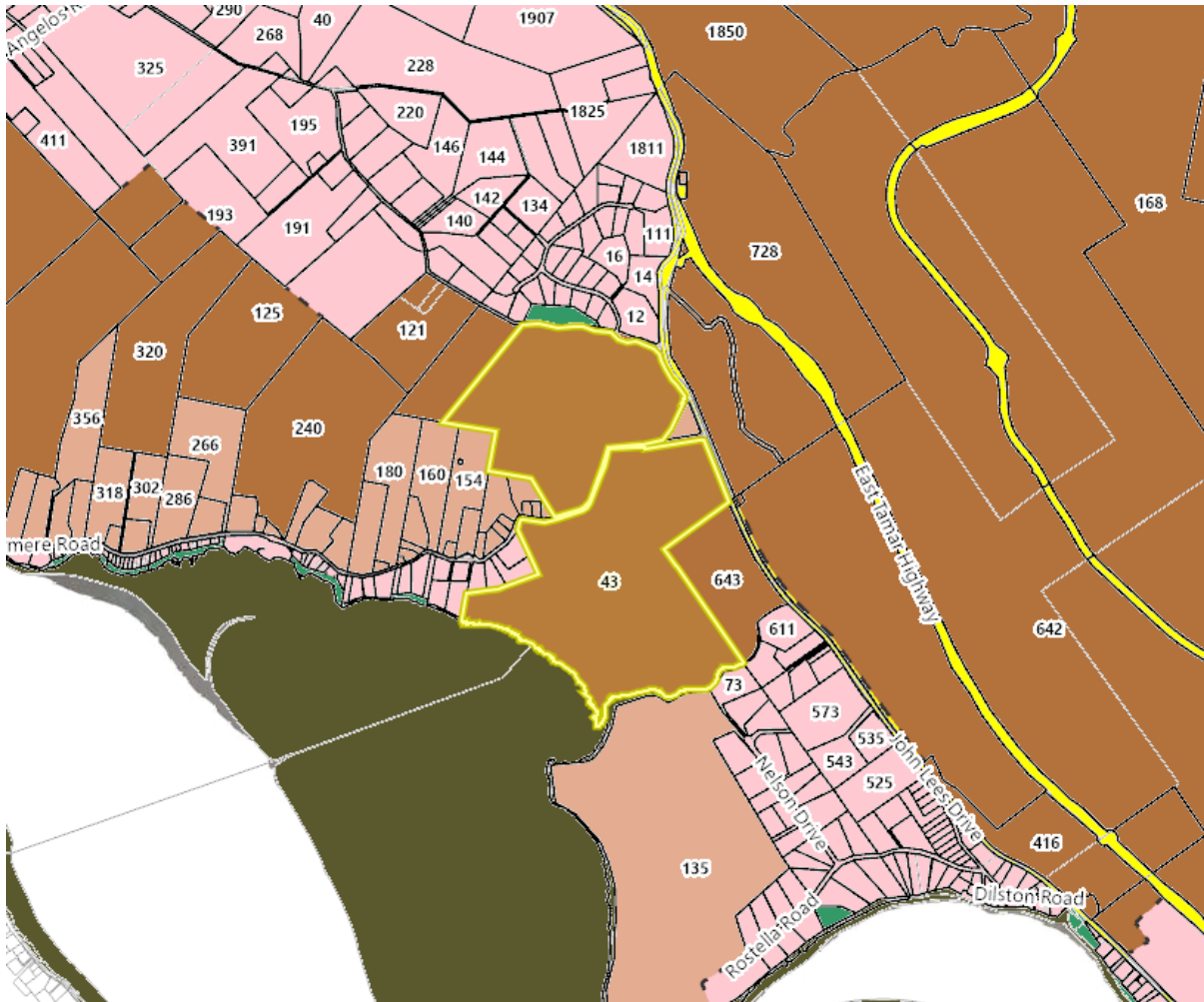
**Figure 8 - Landslip Hazard Area (C15.0 Landslip Hazard Code)**



**Figure 9 - TASVEG 3.0**

The site is not currently serviced.

There are varying access points into the site. The main access to the top half and to the dwelling is via crossover from Los Angeles Road. Primary access to the southern half of the site is via a crossover on Windermere Road. There are other various rural accesses existing.



**Figure 10 - Surrounding Zones**

Surrounding farming uses are predominantly active grazing areas. Rural Living lots of varying sizes are located to the north, south, and east. The site shares a boundary with the Kanamaluka/Tamar Estuary, and the East Tamar Highway, approximately 700m east provides connectivity to Launceston to the south, and Georgetown to the north.

#### **4. STRATEGIC OUTCOMES**

##### **4.1 Local and Regional Strategies (S.34(2)(c) LUPPA)**

###### *4.1.2 City of Launceston Corporate Strategic Plan 2014-2024*

Section 20(1) of the *Local Government Act 1993 (Tas)* requires a planning scheme amendment to have regard to the strategic plan of a council referred to in Division 2 of Part 7 of the Act.

**Attachment 3** includes an assessment against the Corporate Strategic Plan.

## 4.2 Regional Strategy

The Northern Tasmanian Regional Land Use Strategy (NTRLUS) was originally declared by the Minister for Planning in accordance with the relevant provisions of LUPAA on 27 October 2011. The current version was amended on 23 June 2021 and provides a framework for the sustainable use and development of land within the region.

The NTRLUS is a strategic regional plan for the eight council areas in the north and north-east of Tasmania. It has a 20-year time horizon to 2032 for integrated infrastructure, land use development and transport planning, and is underpinned by economic development, social and environmental strategies. It defines three land use categories to direct the allocation of all land in the region:

- Urban Growth Areas
- Rural Areas
- Natural Environment Areas

This site falls within the Rural Area under the land use categories.

The detailed assessment against the relevant principles, policies and actions of the NTRLUS is provided in **Attachment 3** to this report.

## 4.3 State Strategy

The amendment furthers the objectives in Schedule 1 of LUPAA, by promoting sustainable and orderly development through more efficient use of land. **Attachment 3** also includes an assessment against the objectives of Schedule 1 of LUPAA and the State Policies.

## 4.4 Statutory Considerations

### 4.4.1 Section 32 - Land Use Planning and Approvals Act 1993

Section 32 of LUPAA provides for the contents of a Local Provisions Schedules (LPS), and Section 34 outlines the LPS Criteria.

**Attachment 3** provides a detailed assessment of the amendment against the requirements of these provisions. The amendment is considered to satisfy all the listed considerations and meet the LPS Criteria.

### 4.4.2 Section 56S - Water and Sewerage Industry Act 2008

Under Section 56S(1) of the *Water and Sewerage Industry Act 2008*, a Planning Authority must refer a draft planning scheme amendment to the relevant regulated entity. TasWater provided a Submission to Planning Authority Notice on 14/05/2025, commenting they do not object to the proposed amendment.

### 4.4.3 Landowner Consent

As required under Section 37(3) of LUPAA, written permission of each owner of the land to the making of the request to amend the LPS has been provided.



## **5. CONCLUSION**

The proposed planning scheme amendment seeks to change the zoning of a portion of land from Agriculture to Rural. This change is considered to be appropriate noting the section of properties limitations, and will allow future development to occur on site.

For the above reasons, it is assessed that the proposed planning scheme amendment is consistent with the objectives and other requirements of the *Land Use Planning and Approvals Act 1993*, the intent of the Tasmanian Planning Scheme - Launceston and is consistent with the Northern Tasmanian Regional Land Use Strategy and State policies.

### **RISK IMPLICATIONS:**

Not considered relevant to this report.

### **ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

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

### **STRATEGIC DOCUMENT REFERENCE:**

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

### **BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

### **DISCLOSURE OF INTERESTS:**

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

### **ATTACHMENTS:**

1. PSA LLP0030 Attachment 2 [11.2.1 - 23 pages]
2. Planning Scheme Amendment Map LL P 0030 43 Los Angel Road Overlay [11.2.2 - 1 page]
3. Planning Scheme Amendment Map LL P 0030 43 Los Angeles Road [11.2.3 - 1 page]
4. P D 25 37042 729 - 739 JOHN LEES DR, DILSTON 5 - Submission to Planning Authority Notice - Cond [11.2.4 - 1 page]
5. PS A- LL P 0030 - Application Documents [11.2.5 - 82 pages]

**11.3. DA0143/2025 - 189 George Street, Launceston - Residential - Construction of Alterations and Additions to a Dwelling**

**FILE NO:** DA0143/2025

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

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

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**DECISION STATEMENT:**

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

**PLANNING APPLICATION INFORMATION:**

Applicant:	Pippa Jensen
Property:	189 George Street, Launceston
Zoning:	General Residential
Receipt Date:	26/03/2025
Validity Date:	9/04/2025
Further Information Request:	N/A
Further Information Received:	N/A
Deemed Approval:	23/06/2025
Representations:	3

**RELEVANT LEGISLATION:**

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

**PREVIOUS COUNCIL CONSIDERATION:**

DA0503/2024 - Residential - Construction of Alterations and Additions to a Dwelling, Construction of a Garage with a Rooftop Garden Terrace, Pergola and Pool. Withdraw prior to decision

**STANDARDS REQUIRING PLANNING DISCRETION:**

8.4.2 Setbacks and building envelope for all dwellings - P1 & 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 DA0143/2025 - Residential - Construction of alterations and additions to a dwelling, at 189 George Street, Launceston, subject to the following conditions:

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

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

- a) Cover Page, prepared by Pippa Architecture, Drawing No. P019-SK00, Revision 1, dated 26/03/2025;
- b) Design Strategy, prepared by Pippa Architecture, Drawing No. P019-SK01, Revision 1, dated 26/03/2025;
- c) Demolition - Site, prepared by Pippa Architecture, Drawing No. P019-SK02, Revision 1, dated 26/03/2025;
- d) Demolition - Notes, prepared by Pippa Architecture, Drawing No. P019-SK03, Revision 1, dated 26/03/2025;
- e) Demolition - Floor Plans, prepared by Pippa Architecture, Drawing No. P019-SK04, Revision 1, dated 26/03/2025;
- f) Site Plan, prepared by Pippa Architecture, Drawing No. P019-SK05, Revision 1, dated 26/03/2025;
- g) Ground Floor, prepared by Pippa Architecture, Drawing No. P019-SK06, Revision 1, dated 26/03/2025;
- h) First Floor, prepared by Pippa Architecture, Drawing No. P019-SK07, Revision 1, dated 26/03/2025;
- i) House - North Elevation, prepared by Pippa Architecture, Drawing No. P019-SK08, Revision 1, dated 26/03/2025;
- j) House - South Elevation, prepared by Pippa Architecture, Drawing No. P019-SK09, Revision 1, dated 26/03/2025;
- k) Garage and streetscape Elevation, prepared by Pippa Architecture, Drawing No. P019-SK10, Revision 1, dated 26/03/2025;
- l) 3D Views, prepared by Pippa Architecture, Drawing No. P019-SK11, Revision 1, dated 26/03/2025;
- m) Shadow Diagrams, prepared by Pippa Architecture, Drawing No. P019-SK12, Revision 1, dated 26/03/2025; and
- n) Shadow Diagrams, prepared by Pippa Architecture, Drawing No. P019-SK13, Revision 1, dated 26/03/2025.

## **2. POOL SERVICES STRUCTURE**

The pool services structure must be no higher than 1.2m above existing ground level.

## **3. LEGAL TITLE**

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

## **4. TASWATER**

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2025/00378-LCC, dated 06/05/2025 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. HERITAGE**

The development must be undertaken in accordance with the conditions included on the Tasmanian Heritage Council 'Notice of Heritage Decision' for THC Application THC works reference no. 8631, File No. 10-16-10 THC, dated 04/06/2025

## **7. DAMAGE TO COUNCIL INFRASTRUCTURE & ASSETS**

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

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

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 the 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. SINGLE STORMWATER CONNECTIONS**

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

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

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

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

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

## **11. 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.

## **12. 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.

## **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.

## **Notes**

### **A. General**

*This permit was issued based on the proposal documents submitted for DA0143/2025. 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) <<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.*

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**REPORT:**

**1. THE PROPOSAL**

It is proposed to alter the existing dwelling, construction of new additions, and undertake landscaping works on the site. The alterations are to the fabric and internal areas of the existing two-storey, five-bedroom dwelling. This also includes extending the lower floor to expand the kitchen, which will connect to an outdoor entertainment area, which in turn connects into the redeveloped double garage. A new swimming pool is also proposed, along with a pool services area, and the removal and replanting of vegetation on site.

Garage extension

The garage will be extended to allow two vehicles to park inside. It will be built to rear boundary and northern side boundary. It will have a height of 4.03m above existing ground level.

Outdoor entertainment

The area will include an outdoor area, shower, toilet, BBQ, woodstore, and undercover seating in the form of a pergola. The pergola will be 3.0m in height and setback 2.1m from the rear boundary. A privacy hedge along the rear boundary is also proposed, next to a rear pedestrian accessway.

Dwelling extension

The extension will include a new kitchen and pantry. It will be setback 1.5m from the rear boundary and 1.8m from the southern side boundary. It will have a height of 4.19m above natural ground level.

Pool and pool service area

The swimming pool is inground and 7.2m x 2.8m in size. It will be setback 2.0m from the northern side boundary. It will be fenced to relevant Australian Standards.

The servicing area will house the pump for the pool, within an area measuring 1.7m x 3.5m and 1.2m high. It will be setback 500mm from the northern side boundary and 2.7m from the front boundary.

A new front boundary fence and gate is proposed. The fence at its highest point will be 2.90m high, noting brick along the bottom section, and black metal poles with a transparency of more than 30%. The gate will be 1.8m high and made with black poles.

## 2. LOCATION AND NEIGHBOURHOOD CHARACTER



189 George Street, Launceston (not to scale)

The site is located at 189 George Street, Launceston. It is zoned General Residential, contains landslip, and is on both the local and state heritage registers. The site is generally flat and 1,381sqm in size. Access is existing via a crossover from George Street. It currently contains a 45m long driveway to an existing garage located at the rear of the property. There is also a large two-storey dwelling on site, as well as gardens of heritage importance. As the site is on the state heritage register, the Tasmanian Heritage Council are required to review and issue their consent. They have deemed that the development is appropriate, and have provided conditions for approval.

The site is considered to be within an inner residential area of Launceston, surrounding by dwellings and units and diagonally across from the Calvary Hospital. It is approximately 390m south of the Launceston CBD.

The site is connected to all reticulated services and is located within the combined drainage system.

### 3. PLANNING SCHEME REQUIREMENTS

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

### 4. REFERRALS

REFERRAL	COMMENTS
<b>INTERNAL</b>	
Infrastructure Development	Conditions recommended.
Environmental Health	Conditions recommended.
Heritage/Urban Design	N/A
Building and Plumbing	Standard notes recommended for the permit.
<b>EXTERNAL</b>	
TasWater	Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA 2025/00378-LCC.
State Growth	N/A
TasFire	N/A
Tas Heritage Council	Conditions received 04/06/2025
Crown Land	N/A
TasRail	N/A
EPA	N/A
TasNetworks	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 10 May 2025 to 26 May 2025. Three (3) representations were received. The issues raised are summarised in the following table. All representations received for this application were circulated to Councillors on 12 June 2025.



**Item 1**

The proposed plans are a misrepresentation of the proposed works to the existing dwelling when facing the street. The plans of the dwelling show the front window opening on the first floor of a different design than what currently exists on site. It has been confirmed with the applicant that no changes to the front window design are occurring, and the drawings were made in error.

*Officer Response*

*The applicant has confirmed that this is an omission and that no works are occurring to the upper level facing the street.*

**Item 3**

There will be a significant loss of impact of heritage values by removing areas of the heritage listed garden. The redeveloped landscaping treatments and driveway surfacing, as well as the construction of a swimming pool is not appropriate.

*Officer Response*

*The heritage aspects of the development are dealt with by the Tasmanian Planning Council (THC). The Council support the proposal with appropriate conditions.*

## **6. CONCLUSION**

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

### **RISK IMPLICATIONS:**

Not considered relevant to this report.

### **ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

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

### **STRATEGIC DOCUMENT REFERENCE:**

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

### **BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

### **DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

1. DA0143 2025 189 George Street Launceston Planning Scheme Assessment [**11.3.1** - 6 pages]
2. D A 0143.2025 - Documents to Endorse [**11.3.2** - 14 pages]
3. Tas Water SPAN [**11.3.3** - 3 pages]
4. Notice of Heritage Decision W A 8631 [**11.3.4** - 2 pages]

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**12. ANNOUNCEMENTS BY THE MAYOR**

**12.1. Mayor's Announcements**

**FILE NO:** SF2375

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**Thursday 22 May 2025**

- Attended the Great Regional City Challenge Auction, EP Studios, Quadrant Mall

**Saturday 24 May 2025**

- Attended the Young Achievers Awards Gala Presentation Dinner, Hobart

**Tuesday 27 May 2025**

- Attended Launceston City Mission's Winter Appeal Launch, Frederick Street

**Wednesday 28 May 2025**

- Attended Aurora Energy's Celebrate the North, Aurora Energy Offices, George Street
- Attended the Induction of Aboriginal Legend Zane Brown to the NTFA, Rocherlea Football Club

**Friday 30 May 2025**

- Attended The Committee Room Function and Match 2025, Hawthorn Football Club, MCG

**Saturday 31 May 2025**

- Attended the Gumboot Gala, Inveresk

**Sunday 1 June 2025**

- Officiated at the McGrath Launceston Running Festival, Riverbend Park

**Thursday 5 June 2025**

- Officiated at the Launceston Competitions - Music, Earl Arts Centre

**Friday 6 June 2025**

- Attended Futures with Hope Mocktail Party Fundraiser for Teen Challenge Australia, St Luke's Wellness Centre, Cimitiere Street

**Monday 9 June 2025**

- Attended Football Tasmania's 2025 Statewide Cup Finals and official opening of the Gordon Rimmer Stand, Devonport

**Wednesday 11 June 2025**

- Attended the Community Play Date at the Hope Discovery Family Centre for International Day of Play, Launceston Conference Centre

**Friday 13 June 2025**

- Attended Hawthorn Football Club President's Function and Match, UTAS, Invermay

**Monday 16 June 2025**

- Officiated at the opening of the Tomorrow Conference, Tramsheds, Inveresk

**Wednesday 18 June 2025**

- Officiated at Refugee Week reception, Town Hall
-

**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).*

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## 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 A J Britton - Flood Mitigation Strategy - 29 May 2025

**FILE NO:** SF2375

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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### QUESTIONS AND RESPONSES:

The following question, submitted to Council on 29 May 2025 by Councillor A J Britton, has been answered by the Senior Leader Infrastructure and Engineering.

#### **Question 1:**

When the flood mitigation strategy was first passed there was about \$1.5 million budgeted. There is a motion in next years budget for a further \$150 000 and so my question is what is that going towards and when can we see that process and strategy be implemented and worked on?

#### **Response:**

*The Council decision of 31 October 2024 was to endorse the scoping study and include the required additional resourcing in the draft 2025/26 financial year budget. An estimate of approximately \$1.5 million was provided to deliver the entire flood mitigation strategy, including key staff costs.*

*Recruitment processes are underway to appoint a project manager dedicated to the delivery of the project, this has been included in the operational budget, and the \$150,000 specifically noted in the 2025/26 budget is in addition to this staff resourcing to commence the studies documented in the scoping study. As noted in Agenda Item 19.3 a submission to the Disaster Ready Fund was made during April 2025 in an effort to secure external funding to reduce the overall costs to Council on the project.*

*Once the recruitment processes are finalised, and an officer is in place, the development of the Flood Mitigation Plan will commence in accordance with the endorsed Scoping Study. It is anticipated that the first few months of the project will include the development of a detailed project plan and methodology, which will be shared in due course.*

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**ATTACHMENTS:**

Nil

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**14.1.2. Councillors' Questions on Notice - Councillor L M McMahon - Fire Panels in Multi-Storey Car Parks - 29 May 2025**

**FILE NO:** SF2375

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 29 May 2025 by Councillor L M McMahon, has been answered by the Team Leader Building Asset Management.

**Question 1:**

Do our multi-storey car parks have operation fire panels? If not, why not? If we do, how often are they tested and would it be possible to have a copy of the last report taken?

**Response:**

*Officers are currently reviewing all Council's building assets.*

*The City of Launceston's multi-storey carparks, align with the legislative requirements at the time of construction or upgrade. This is directly relevant to the type of fire system that was installed.*

*The fire systems are assessed and tested by an authorised contractor, this contractor has recently (end of May 2025) undertaken their regular testing and reporting regime.*

*The City of Launceston has not as yet received the latest testing results and assessment report.*

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**ATTACHMENTS:**

Nil



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**14.1.3. Councillors' Questions on Notice - Deputy Mayor Councillor D H McKenzie -  
Urgency of Flood Mitigation Strategy - 29 May 2025**

**FILE NO:** SF2375

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 29 May 2025 by Councillor D H McKenzie, has been answered by the Senior Leader Infrastructure and Engineering.

**Question 1:**

Regarding the flood mitigation strategy, the motion to invest a further \$150,000 in next years budget was put forward some months ago. Should we be reviewing the urgency that we've placed on the motion?

**Response:**

*Over the past six months, efforts have been directed towards progressing the actions outlined in the Annual Plan and other previously agreed priorities. Regarding the flood protection system, focus has been given to improved maintenance and defect repairs, as well as the comprehensive five yearly reporting. Recently, attention has been given to ensuring adequate resource availability by creating a new role and implementing related recruitment processes. This approach aims to effectively commence in the new financial year noting the project will not be successful without a dedicated resource to lead it.*

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**ATTACHMENTS:**

Nil

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**14.1.4. Councillors' Questions on Notice - Councillor T G Walker - Alternative Transport Uses - 29 May 2025**

**FILE NO:** SF2375

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 29 May 2025 by Councillor T G Walker, has been answered by the Senior Leader Infrastructure and Engineering.

***Question 1:***

Given the increase in traffic reported in Agenda Item 8.1.3 of Council Meeting 29 May 2025, how effective has council been in encouraging and creating alternative uses of transport?

***Response:***

*Currently, the effectiveness of encouraging and facilitating alternative transportation methods is not being measured. However, this is set to change with the implementation of the upcoming Tomorrow Together census, which aims to capture longitudinal data to assess shifts in transport utilisation. Additionally, the Council is actively exploring other methods to measure utilisation and transport mode shift, enabling better evaluation of alternative transport initiatives.*

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**ATTACHMENTS:**

Nil

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**14.1.5. Councillors' Questions on Notice - Councillor L M McMahon - Current Positions Vacant at City of Launceston - 29 May 2025**

**FILE NO:** SF2375

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 29 May 2025 by Councillor L M McMahon, has been answered by the Executive Leader Delivery and Performance.

**Question 1:**

I noticed that the wages are down by \$1.7 million due to vacant positions. How many current vacant positions do we currently have?

**Response:**

*As at 30 May 2025, there were 59.74 FTE equivalent vacancies across the organisation.*

*Community Connections (Launceston Aquatic Centre, Carr Villa, UTas Stadium), City Amenities and Technology and Information Services recorded the most vacancies, with a number of active recruitments in place.*

*As per the April 2025 Quarterly People & Culture Report:*

*"Council's employee turnover is 9.7% for the 24/25 financial year to date, noting this only represents a 9-month period. Over the previous 12 months (January - December) our employee turnover has been 11.8%, which is lower than what it has been in previous years. Our 5-year average is 13.3%. Around nine in ten Australian Councils are now experiencing skill shortages - an increase of 30% from just four years ago - and two thirds of Councils have had local projects impacted or delayed as a result. A statistic published on 9 April 2024 noted that 91% of local governments across Australia reported they had experienced skills shortages in 2021-22. Data from LGNSW's HR Metrics Survey of Councils in 2022-23 found that the total staff turnover rate was 18%, which is above a generally healthy range of 9-12%."*

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**ATTACHMENTS:**

Nil

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**14.1.6. Councillors' Questions on Notice - Councillor S Cai - Scope of Roofing Repairs - 29 May 2025**

**FILE NO:** SF2375

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 29 May 2025 by Councillor S Cai, has been answered by the Executive Leader Community Assets and Design.

**Question 1:**

[Regarding Albert Hall] What is the scope of the work needed for the roofing repairs?

**Response:**

*The intended scope (noting subject to change) of roof repairs for Albert Hall is:*

**Area 1**

- *Removal of disused Flag Pole Bracket to North West corner and place parapet cap to stop water ingress*
- *Remove and reinstate access walkway for new roof cladding to be installed*
- *Removal and disposal of existing roof cladding & sisalation*
- *Roof safety mesh to new roof area*
- *55mm Permastop Blanket under new roof sheeting*
- *0.42bmt Colorbond XRW Trimdek Roof Sheeting – to closely match existing*
- *0.55mm Colorbond XRW Flashings to: Valleys, Reglets, Ridges*
- *Colorbond Parapet Caps over the top of Reglets – To help preserve the deterioration of the parapet wall rendering & help stop water ingress through the cracks, as noted in roof report, Parapets 1.3*
- *Clean back and re-silicone seal Box gutters – as noted in roof report 1.4 - Gutters*
- *Edge protection as required with the use of harnesses to undertake our scope of works*
- *EWP Hire*

Area 2

- *Replace existing roof screws to roof area as required*
- *Repair dents and holes to roof cladding – as noted in roof report 2.1 - Roof Cladding*
- *Re-fit Ridge / Hip capping to roof cladding – allowing to replace all existing fixings*
- *Re-fix lead Apron flashing to parapet wall on East elevation of main roof*
- *0.55mm Colorbond XRW Parapet wall capping over the top of Reglets – To help preserve the deterioration of the parapet wall rendering & help stop water ingress through the cracks, as noted in roof report, Parapets 2.3;*
- *Clean back and re-silicone seal section of reglets that are not covered by new parapet cap flashing*
- *Removal of all existing valleys flashing and replace with a re-designed valley flashing to help reduced water run off/back splash to the opposing roof- as noted in Roof report 2.4 - Gutters*
- *Clean back and re-silicone seal Box gutters – as noted in roof report 2.4 - Gutters*
- *EWP Hire*

Areas 3 and 4:

- *Sealing works and extra flashing.*

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**ATTACHMENTS:**

Nil

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**14.1.7. Councillors' Questions on Notice - Deputy Mayor Councillor D H McKenzie - Stamp Duty Involved in Land Dealings at 2 Invermay Road and 1 and 5 McGrath Way - 29 May 2025**

**FILE NO:** SF2375

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 29 May 2025 by Deputy Mayor Councillor D H McKenzie, has been answered by the Governance and Legal Officer.

**Question 1:**

Is there stamp duty involved in the transfer of this land? If so, is there any deals being made with the government to minimise stamp duty on it?

**Response:**

*Both the Legal Services and Finance Team have advised as follows:*

- *Yes, it is likely that there will be stamp duty involved with the land dealings - ie: both the disposal and purchase transactions. Reason being, there is no duty exemption or concession (as provided under the Duties Act 2001) that is applicable to any of these transactions; and*
- *The relevant teams are unaware of any deals being made with the government (ie: State Revenue Office) to minimise the duty payable, and the State Revenue Office has indicated that there is no "special" mechanism that provides for this.*

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**ATTACHMENTS:**

Nil

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**14.1.8. Councillors' Questions on Notice - Councillor D C Gibson - Personal Information Protection Act - 10 June 2025**

**FILE NO:** SF2375

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following questions, submitted to Council on 10 June 2025 by Councillor D C Gibson, have been answered by the Governance and Legal Officer, the Senior Leader People and Culture and the Team Leader Governance.

**Question 1:**

How is the Personal Information Protection (PIP) Act embedded into Council policies and procedures?

**Response:**

*The Council has a Personal Information Protection Policy (17-Plx-005) (Attachment 1) in place to satisfy its privacy obligations under the Personal Information Protection Act 2004 (the PIP Act) and more generally, as a personal information custodian. This policy is currently under review.*

*Councillors and Council Officers are required to comply with the PIP Act through various mechanisms, including but not limited to the Council's Code of Conduct Policy (22-PI-030) and the Local Government (Code of Conduct) Order 2024. To support compliance with legislation and policy, software permissions control which users, applications, or processes can access specific resources or perform particular actions.*

*In addition, Simmons Wolfhagen Lawyers have recently been engaged to conduct a training session for various employees of the Council, and one of the topics covered relate to use and management of personal information. From time to time, other training is made available to Council officers and in the past, this has included training offered by the Ombudsman Tasmania and the Integrity Commission.*



**Question 2:**

What training do new staff, including new executive staff, receive on such policies and procedures?

**Response:**

*All new employees, including executive and senior leaders, currently complete an online corporate induction that includes training on City of Launceston's obligations in terms of our policies and procedures.*

*To further support employee understanding and compliance, the City of Launceston is in the process of implementing a new Learning Management System (LMS). This platform will deliver structured training modules on privacy, information handling, and other corporate and governance requirements as part of both onboarding and ongoing leadership and employee development.*

**Question 3:**

What training do new Councillors, including the Mayor, receive on such policies and procedures?

**Response:**

*Confidentiality and personal information is discussed with Councillors during induction, in the context of the Code of Conduct and the legislative framework within which the Council operates. Part 5 of the Local Government (Code of Conduct) Order 2024 provides clear direction for Councillors regarding the use of information. The draft Local Government (Code of Conduct) Order 2024 was tabled at the Council Meeting on 22 August 2024 and came into effect on 10 September 2024.*

*City of Launceston's Personal Information Protection Policy (17-Plx-005) is currently under review and has been included as an attachment. Once the policy has been updated and approved, it will be circulated to Councillors for their information.*

*Additionally, Councillors have access to resources via [www.learntolead.tas.gov.au](http://www.learntolead.tas.gov.au), as well as Council officers who are very willing to provide contextual support.*

**Question 4:**

Are there examples or learnings from past experiences, where Council has identified areas for improvement, regarding adherence to best-practice procedures in this area?

**Response:**

*Yes. Complaints about Council's management of personal information are not common, but we act upon any opportunity to make improvements to the way in which personal information is managed. Council acts on feedback it receives from customers on a case-by-case basis, and works with third party authorities such as the Ombudsman Tasmania and Integrity Commission. An example is a review of the approach Council takes to the publication of representations under Land Use Planning and Approvals Act 1993, to ensure that it takes the best practice approach to manage privacy of all individuals.*

*The current review of the Personal Information Protection Policy has considered a number of other organisations' policies, and aims to ensure that the management of privacy is in accordance with applicable law. For example, the current draft policy provides for an increased focus on the required purpose for the collection of personal information.*

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**ATTACHMENTS:**

1. ECM 875138 v 14 17- Plx-005 Personal Information Protection Policy [14.1.8.1 - 5 pages]

**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.**

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## 16. COMMITTEE REPORTS

### 16.1. Northern Youth Coordinating Committee Report - 6 May 2025

**FILE NO:** SF0136

**AUTHOR:** Claudia Taylor (Youth Development Officer)

**APPROVER:** Ali Kemp (Executive Leader Connections and Liveability)

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#### **DECISION STATEMENT:**

To receive a report from the Northern Youth Coordinating Committee's regular meeting held on 6 May 2025.

#### **RECOMMENDATION:**

That Council:

1. receives the report from the Northern Youth Coordinating Committee Meeting held on 6 May 2025.
- 

#### **REPORT:**

The Northern Youth Coordinating Committee (NYCC) met on Tuesday, 6 May 2025 and the following business was conducted:

- A presentation from the Launceston Home Base Team on two new youth support programs operating in the region. The *Step Up Program* supports young people aged 11–17 who are using violence at home or in relationships, working with them and their families to develop respectful communication, conflict resolution, and positive parenting strategies. The *Adolescent Boys Trial (SABT)* is a federally funded early intervention program for boys aged 12–18 with histories of adverse childhood experiences, including exposure to family, domestic and sexual abuse. Delivered across Tasmania, this program aims to support recovery and prevent future harm. The Launceston-based Home Base team continues to offer outreach services across northern Tasmania to assist young people aged 5–25 with challenges related to housing, education, employment, and relationships.
  - Youth Network of Tasmania hosted Tasmanian Youth Forum (TYF) in Launceston on Friday, 16 May 2025. The forum brought together 120 young people from across the state to share their views on issues that matter to them and engage directly with key decision-makers across government. The 2025 theme, *Our Voice in Action*, chosen by YNOT's Youth Advisory Council (YAC), focused on how young people can be meaningfully included in decision-making and supported to drive change. This event was supported by City of Launceston and included Youth Advisory Group member involvement.
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- As part of Council's commitment to Youth Week Tasmania 2025, the City of Launceston delivered the *Riverbend Rock Challenge* at Riverbend Park on 11th April 2025, engaging around 250 attendees—primarily young people and families—in a vibrant music and activity-based event. The initiative aligned with the Youth Week theme "*Courage: Stepping out of your comfort zone*" and featured youth performances, interactive activities from local service providers, and consultations on Council's Youth Engagement and Child and Youth Safe Frameworks. The event, supported by a Youth Week Tasmania grant, provided valuable professional development opportunities for students and showcased strong community partnerships.
- Committee members agreed to support a collaborative Youth Financial Literacy Summit in Launceston as part of a broader strategy to deliver targeted life skills workshops for young people. The summit, to be held in June in partnership with the City of Launceston, Youth Network of Tasmania (YNOT), the Financial Advice Association of Australia (FAAA), and Bank of Us, responds to strong and consistent feedback from young Tasmanians highlighting the need for improved financial literacy. The half-day event will include a financial literacy workshop delivered by a registered advisor, followed by a YNOT-led consultation to test content and identify further needs. The initiative will help inform the development of a youth-friendly financial literacy resource for Tasmania. A budget of \$2,300 has been requested via NYCC, with significant in-kind support provided by FAAA and YNOT.

**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 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. NYCC 6 May 2025 Meeting Minutes [**16.1.1** - 6 pages]



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**16.2. Homelessness Advisory Committee Report - 15 April 2025**

**FILE NO:** SF7447

**AUTHOR:** Wytarna McDonald (Community Development officer)

**APPROVER:** Ali Kemp (Executive Leader Connections and Liveability)

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**DECISION STATEMENT:**

To receive a report from the Homelessness Advisory Committee meeting held on 15 April 2025.

**RECOMMENDATION:**

That Council:

1. receives the report from the Homelessness Advisory Committee meeting held on the 15 April 2025.
- 

**REPORT:**

The following agenda items were discussed by the Committee on 15 April 2025:

- An update from Tasmania Police on the new PACER unit in Launceston.
- Increase in community accessing services across the board in the lead up to winter and due to cost of living.
- Donations in the lead up to winter are starting to increase for services - food and clothing.
- Feedback from services around behaviours between sleeping rough community, accessing emergency accommodation and late-night food services.
- Discussion and update of current hot spots for known community sleeping rough areas - Flood levee, Kings Wharf.
- Update around bike cages in the Patterson Street car park.
- Threat and abuse procedure conversation with Team Leader of Community Development - Currently attends working group.

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

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**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.

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:

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. HAC meeting minutes 15 April 2025 002 [**16.2.1** - 6 pages]

## 17. CONNECTIONS AND LIVEABILITY

### 17.1. Arts and Culture Grant - 2025

**FILE NO:** SF7770

**AUTHOR:** Hannah Koch (Arts and Culture Officer)

**APPROVER:** Ali Kemp (Executive Leader Connections and Liveability)

#### DECISION STATEMENT:

To consider and support the Arts and Culture Grant applications for 2025.

#### RELEVANT LEGISLATION:

*Local Government Act 1993 (Tas)*

#### RECOMMENDATION:

That Council:

1. approves the following Arts and Culture Grant applications to receive the recommended funding from the Arts and Culture Grant budget.

Applicant	Event	Level#	Score	\$ Requested	\$ Recommended
Belinda (Bindy) Stephens	Calm Down Kanga*	2	93%	\$10,000	\$10,000
Starting Point Neighbourhood House	Connecting Community Art Project	2	91%	\$10,000	\$10,000
Mudlark Theatre	Wittenoom*	2	88%	\$10,000	\$10,000
SAWTOOTH ARI INC.	SAW: Sawtooth Artists Workshops	2	87%	\$9,000	\$9,000
ROOKE Productions Ltd	Tendrils - Second Stage Development*	2	86%	\$10,000	\$1,000**
<b>Total</b>				<b>\$49,000</b>	<b>\$40,000</b>

# Note - there are two levels in this category: Level 1: up to \$5,000, and Level 2: up to \$5,001 up to \$10,000.

\* Relevant Conflict of interest declarations

- Oscar O'Shea (Community Development Officer) abstained from the assessment of Calm Down Kanga
- Amanda Shepherd (Theatre North) abstained from the assessment of Wittenoom and Tendrils – Second Stage Development
- Michelle Ogulin (Senior Leader Liveable Communities) abstained from the assessment of Wittenoom

\*\* Although the Tendrils – Second Stage Development is recommended to receive 100% of funding, there is only \$1,000 of funding remaining in the allocated budget.

2. Acknowledges that the following applications will not be funded by Council under the Arts and Culture Grant program, as the available funding has been fully allocated to higher scoring applications.

<b>Applicant</b>	<b>Event</b>	<b>Level#</b>	<b>Score</b>	<b>\$ Requested</b>	<b>\$ Recommended</b>
Paul Country	FACES FROM OUR TOWN - celebrating difference through portraits and stories	2	84%	\$7,500	\$7,500
Tasmanian Poetry Festival	Tasmanian Poetry festival 2025	1	79%	\$5,000	\$5,000
Tasmanian Youth Orchestra Council Inc.	TYO 60th Anniversary Launceston Concert	2	79%	\$8,425	\$8,425
Women's Legal Service Tasmania	Art for Change - 16 days of Activism Exhibition	2	78%	\$10,000	\$10,000
Racheal Leigh	Tamar Valley Film Festival	1	74%	\$5,000	\$5,000
The North Coast Post Pty Ltd	Telling Launceston's Stories: Expanding The North Coast Post	2	65%	\$10,000	\$7,500
St Andrews Caledonian Pipe Band Inc	Celtic Fusion - bringing community together through the fusion of traditional and contemporary celtic sound	1	63%	\$4,750	\$3,563
Heather Ewings	Publication of Tasmanian Historical Fiction	2	61%	\$9,138	\$6,854
Matthew Taylor	35mm: A musical Exhibition	1	61%	\$5,000	\$3,750
SBLA Studio Pty Ltd	Art With Parks	2	59%	\$8,000	\$6,000
Eleonora Pulcini Fine Art	Art for All: Community Creativity with EP	1	57%	\$5,000	\$3,750
Allison Cornish	Live Music Series in the Quadrant mall	2	55%	\$10,000	\$7,500
Chris Jackson	Big Stages, Local Sounds - Curated programme of live	2	54%	\$10,000	\$7,500

	music in Launceston in a large scale venue. *				
Tamar NRM	Resilient Communities Film Festival	1	49%	\$5,000	\$0
Terry Whidborne	Let me Introduce...	2	48%	\$10,000	\$0
<b>Total</b>				<b>\$112,813</b>	<b>\$82,342</b>

# Note - there are two levels in this category: Level 1 up to \$5,000, and Level 2 \$5,001 up to

\* Relevant Conflict of interest declarations

- Oscar O'Shea (Community Development Officer) abstained from the assessment of Big Stages, Local Sounds - Curated programme of live music in Launceston in a large scale venue.

## REPORT:

### Arts and Culture Grant background

The Arts and Culture Grant (the Grant) aims to support our creative industries to be vibrant, prosperous and innovative and which enhances the economic, creative and cultural vitality of our community. In addition, the grant will assist individual/groups and organisations to:

- support and enhance the cultural life of Launceston
- create employment opportunities
- attract cultural tourism
- create high quality, new artistic works and innovative ways of working
- increase the opportunities, availability, and accessibility for the Launceston community to engage with cultural and creative activities
- increase participatory experiences including workshops/activities, and programs or activities delivered in public spaces; and
- respond to the objectives or visions outlined in the City of Launceston's suite of strategies, including the Public Art Strategy & Cultural Strategy.

The grant was prepared in accordance with the *Arts and Cultural Development Policy (07-PI-009)* and supporting grant guidelines were developed in consideration of existing art and culture grant programs administered within similar sized local governments nationally. In addition, the grant application and review process reflected the City of Launceston's Event Sponsorship and Community Grant program process. The grant guidelines outline the grant's objectives, eligibility and funding availability and provide direction to applicants, including individual/groups and organisations.

A variety of creative and cultural projects were supported in the guidelines, including visual art, theatre, performance, writing, literature, music and events.

The grant is currently funded in FY2024/25 only, with a budget of \$40,000.

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### **Funding structure and assessments**

Two levels of funding are available under the grant:

1. **Level 1** - up to \$5,000
  - Small scale projects with lower levels of community reach, and low to moderate outcomes.
2. **Level 2** - up to \$10,000
  - Large scale activities with broad community engagement, and significant outcomes.

The grant received six applications for funding under level 1, totaling \$29,750 and fourteen applications for level 2, totaling \$132,063.

The requested funding shortfall of \$121,813 highlights the significant desire and identified opportunities from our creative industries for art and cultural development in Launceston.

The panel has recommended allocating the full \$40,000 of funding to successful applications.

Funding recommendations for successful applications were determined by the assessment panel's scoring against the assessment criteria for each application (see Recommendation 1). As funding requests were significantly higher than the allocated budget, the lowest scoring applications (fifteen applications) are not being recommended to receive funding (see Recommendation 2).

### **Program governance**

The role of the grant selection panel was to review and assess each application against the assessment criteria (detailed below) and provide feedback to their assessment.

The assessment panel consisted of council officers and representatives of the Council's Cultural Advisory Committee (CAC). The panel members were:

- Megan Dick, Leader Learning and Engagement (QVMAG)
- Laura Keith, Grants and Sponsorship Officer
- Michelle Ogulin, Senior Leader Liveable Communities
- Oscar O'Shea, Community Development Officer (Youth)
- Judith Ridge, Writer and Educator (CAC representative)
- Amanda Shepherd, Theatre North Arts Administrator (CAC representative)
- Henry Watson, Arts & Culture Officer

Panel members were selected for their diverse skills, experience, and understanding of creative industries and arts and cultural development to effectively assess applications.

All members completed a Declaration of Interest as part of the assessment process.

The following conflicts of interest were declared by panel members, which relate to any sponsorship application they may be involved in assessing. These members did not score the applications for which they declared an interest.

Panel Member	Conflict of Interest
Michelle Ogulin	– Mudlark Theatre, Wittenoom
Oscar O'Shea	– Belinda (Bindy) Stephens, Calm Down Kanga – Chris Jackson, Big Stages, Local Sounds - Curated programme of live music in Launceston in a large-scale venue.
Amanda Shepherd	– Mudlark Theatre, Wittenoom – Rooke Productions Ltd, Tendrils – Second Stage Development

The assessment process was managed and supported by the Arts and Culture Officer who did not participate in the individual assessments in order to remain impartial.

The Arts and Culture Officer's role was to assess applications for eligibility. Applications were considered ineligible if they:

- were not received within the permitted timeframe
- were submitted incorrectly
- were missing information; or
- if they did not align with the criteria.

Additionally, the assessment panel had the authority to recommend an application ineligible based on the eligibility criteria. One application was recommended as ineligible by the panel based on previously being funded through a separate council grant program for the same project in the same financial year, thus making it ineligible.

#### Assessment process

The following steps form the assessment process for applications:

1. The Arts and Culture Officer received applications through Smarty Grants (an online portal).
2. All applications were reviewed by the Arts and Culture Officer to confirm eligibility and to ensure all relevant information was provided. Applicants may have been asked at this stage to provide additional information based on this initial eligibility assessment.
3. The Grant Assessment Panel assessed and scored eligible applications based on their merit against the criteria.
4. The assessment score informed the panel's recommendation to Council for funding, and these recommendations are subject to the budget available.
5. A recommendation for funding is presented at a Council meeting for approval.

### Assessment criteria

The panel assessed each application against the assessment criteria:

Key criteria	How we assess this
Artistic and/or cultural merit	<ul style="list-style-type: none"> <li>a clear rationale for the project including aims, and expected outcomes</li> <li>demonstrated experience, ability and capacity to deliver the project, including support letters and artistic support material</li> <li>extent to which the activity embraces innovation, originality, high standards, accessibility, social and cultural differences</li> </ul>
Community engagement and reach	<ul style="list-style-type: none"> <li>how the project will enhance social cohesion, wellbeing and a sense of inclusion through participation or attendance by diverse members of the community</li> </ul>
Well-planned project	<ul style="list-style-type: none"> <li>a detailed budget</li> <li>viable project plan and timeline showing clear, detailed planning</li> <li>key stakeholder register and supporting evidence or resumes</li> <li>proof of or quote for relevant insurances</li> </ul>
Alignment with council strategies and values	<ul style="list-style-type: none"> <li>demonstrates alignment with either Public Art Strategy or Cultural Strategy</li> </ul>
Environmental impact reduction plan	<ul style="list-style-type: none"> <li>identify the potential environmental impact of your project/activity and demonstrate actions that will be taken for reduction.</li> </ul>

### Distribution of funding

The level of funding recommended for each application relates to the score an application receives based on the assessment criteria. The typical distribution of funds, based on the score received, is as follows:

<b>Score</b>	<b><i>Funding amount</i></b>
71-100%	100% of requested funds
51-70%	75% of requested funds
<50%	No funding provided

### Aggregated scores of assessment criteria:

Each member of the assessment panel scored the assessment criteria for each application on a scale of 0 to 5. The individual scores were then combined, and the total scores for each criterion multiplied by the respective criterion weighting. This weighted total was then divided by the number of panel members who provided the assessment, resulting in a final percentage. Below are the aggregated scores of the assessment criteria for each application.



**Tamar Valley Film Festival** *A festival event run in Invermay showcasing local Tasmanian filmmakers work. The festival is running in 2025 for the first time and is applying for funding to expand the event in 2026.*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	162	210
Community engagement and reach	5	125	175
Well-planned project	5	125	175
Alignment with council strategies and values	3	81	105
Environmental impact reduction plan	1	27	35
<b>Total</b>		<b>520</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** **74.29%**

**SAW: Sawtooth Artists Workshops** *Artist workshops offered free to the public. Supporting artists of various stages of their career, encouraging community engagement.*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	186	210
Community engagement and reach	5	155	175
Well-planned project	5	145	175
Alignment with council strategies and values	3	90	105
Environmental impact reduction plan	1	32	35
<b>Total</b>		<b>608</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** **86.86%**

**Telling Launceston's Stories: Expanding The North Coast Post** *A 6 Month pilot in the Launceston region running a free local newspaper focusing on local artists, community and news.*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	138	210
Community engagement and reach	5	120	175
Well-planned project	5	100	175
Alignment with council strategies and values	3	75	105
Environmental impact reduction plan	1	23	35
<b>Total</b>		<b>456</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** 65.14%

**Connecting Community Art Project** *This project will be a series of workshops to create a permanent mosaic installation on the front of the Community house*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	192	210
Community engagement and reach	5	160	175
Well-planned project	5	160	175
Alignment with council strategies and values	3	93	105
Environmental impact reduction plan	1	30	35
<b>Total</b>		<b>635</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** 90.71%

**Tendrils - Second Stage Development** *This is a second stage of development for circus work, Tendrils (working title). The development will take place over 2 weeks.*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	168	180
Community engagement and reach	5	115	150
Well-planned project	5	135	150
Alignment with council strategies and values	3	72	90
Environmental impact reduction plan	1	25	30
<b>Total</b>		<b>515</b>	<b>600</b>
<b>Panel Members</b>		<b>6</b>	

**% Score** **85.83%**

**Wittenoom** *A significant new theatre event sharing a regional Australian story, co-produced by three of Northern Tasmania's leading arts organisations; Mudlark Theatre, IO Performance, and Theatre North.*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	138	150
Community engagement and reach	5	110	125
Well-planned project	5	110	125
Alignment with council strategies and values	3	60	75
Environmental impact reduction plan	1	23	25
<b>Total</b>		<b>441</b>	<b>500</b>
<b>Panel Members</b>		<b>5</b>	

**% Score** **88.20%**

**35mm: A musical Exhibition** *Immersive musical theatre experience where photography inspires song and vice versa, blending storytelling, visual art, and collaborative direction to empower emerging Launceston theatre artists.*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	150	210
Community engagement and reach	5	100	175
Well-planned project	5	95	175
Alignment with council strategies and values	3	60	105
Environmental impact reduction plan	1	20	35
<b>Total</b>		<b>425</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** **60.71%**

**Calm Down Kanga** *A puppet show for children and families to help educate and support connection. Shows will be presented free in Launceston.*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	168	180
Community engagement and reach	5	140	150
Well-planned project	5	135	150
Alignment with council strategies and values	3	87	90
Environmental impact reduction plan	1	26	30
<b>Total</b>		<b>556</b>	<b>600</b>
<b>Panel Members</b>		<b>6</b>	

**% Score** **92.67%**

**Publication of Tasmanian Historical Fiction** *On Demon's Shore is a historical novel that has been offered publication with a local independent publisher. Inspired by the history of Launceston and rooted in the colonial history of Tasmania*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	156	210
Community engagement and reach	5	100	175
Well-planned project	5	85	175
Alignment with council strategies and values	3	63	105
Environmental impact reduction plan	1	21	35
<b>Total</b>		<b>425</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

% Score

**60.71%**

**Art for Change - 16 days of Activism Exhibition** *A series of community workshops that will engage women and girls across Tasmania to create artwork. These workshops will also incorporate financial literacy and money-minded resources. The workshops will culminate in an exhibition.*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	168	210
Community engagement and reach	5	145	175
Well-planned project	5	130	175
Alignment with council strategies and values	3	78	105
Environmental impact reduction plan	1	27	35
<b>Total</b>		<b>548</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

% Score

**78.29%**

**Resilient Communities Film Festival** *A free film festival focusing on sustainable topics presented at QVMAG.*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	108	210
Community engagement and reach	5	85	175
Well-planned project	5	80	175
Alignment with council strategies and values	3	57	105
Environmental impact reduction plan	1	12	35
<b>Total</b>		<b>342</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** 48.86%

**TYO 60th Anniversary Launceston Concert** *A concert in Launceston, taking place at St John's Church celebrating the 60th Anniversary of the TYO.*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	168	210
Community engagement and reach	5	135	175
Well-planned project	5	145	175
Alignment with council strategies and values	3	78	105
Environmental impact reduction plan	1	24	35
<b>Total</b>		<b>550</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** 78.57%

**Live Music Series in the Quadrant Mall** A 6-part series of music in the Quadrant Mall. Permits will be acquired for the service of drinks. The winter alternative to Music in the Park.

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	138	210
Community engagement and reach	5	95	175
Well-planned project	5	75	175
Alignment with council strategies and values	3	60	105
Environmental impact reduction plan	1	16	35
<b>Total</b>		<b>384</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** 54.86%

**Celtic Fusion - bringing community together through the fusion of traditional and contemporary Celtic sound** A lively, family-friendly evening celebrating Celtic culture through music, dance, and food—showcasing Tasmanian talent and fostering cultural exchange with visiting performers and the local community.

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	144	210
Community engagement and reach	5	95	175
Well-planned project	5	110	175
Alignment with council strategies and values	3	63	105
Environmental impact reduction plan	1	27	35
<b>Total</b>		<b>439</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** 62.71%

**Let me Introduce...** 5 wooden cylinders with dioramas inside highlighting introduced plants into Tasmania, placed on council sites

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	120	210
Community engagement and reach	5	75	175
Well-planned project	5	90	175
Alignment with council strategies and values	3	36	105
Environmental impact reduction plan	1	12	35
<b>Total</b>		<b>333</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** 47.57%

**Art With Parks** A 4-part series of community workshops that will culminate in an exhibition at Sawtooth Gallery

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	144	210
Community engagement and reach	5	90	175
Well-planned project	5	95	175
Alignment with council strategies and values	3	63	105
Environmental impact reduction plan	1	18	35
<b>Total</b>		<b>410</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** 58.57%



**FACES FROM OUR TOWN - celebrating difference through portraits and stories** *A series of photography workshops presented in schools with an online gallery presented at completion of the workshop series*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	192	210
Community engagement and reach	5	145	175
Well-planned project	5	145	175
Alignment with council strategies and values	3	84	105
Environmental impact reduction plan	1	20	35
<b>Total</b>		<b>586</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** 83.71%

**Tasmanian Poetry Festival 2025** *A poetry festival taking place at QVMAG and other TBC locations across Launceston. The event will include workshops and exhibitions of poetry performance*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	174	210
Community engagement and reach	5	130	175
Well-planned project	5	150	175
Alignment with council strategies and values	3	75	105
Environmental impact reduction plan	1	24	35
<b>Total</b>		<b>553</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** 79.00%

**Art for All: Community Creativity with EP** *a series of community workshops within a private studio*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	126	210
Community engagement and reach	5	95	175
Well-planned project	5	80	175
Alignment with council strategies and values	3	69	105
Environmental impact reduction plan	1	26	35
<b>Total</b>		<b>396</b>	<b>700</b>
<b>Panel Members</b>		<b>7</b>	

**% Score** 56.57%

**Big Stages, Local Sounds - Curated programme of live music in Launceston in a large scale venue.** *A series of 10–20 curated live music events at The Ark (on the Square), featuring local artists from across the musical spectrum – from rock bands to classical ensembles*

Assessment	Weight	Total	Total Possible Score
Artistic and/or cultural merit	6	120	180
Community engagement and reach	5	80	150
Well-planned project	5	60	150
Alignment with council strategies and values	3	48	90
Environmental impact reduction plan	1	17	30
<b>Total</b>		<b>325</b>	<b>600</b>
<b>Panel Members</b>		<b>6</b>	

**% Score** 54.17%

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Approval of the recommendations outlined in this report will:

- result in a positive economic impact to the Launceston cultural and creative community by encouraging locally connected projects, building the city's profile and reputation as a great place to live, visit and create.
- foster creative practice within the greater Launceston region by bridging gaps between cultural activities and the broader community.
- have minimal negative impact on the environment.
- provide a number of valuable social impacts for our community through community participation, building of community spirit and inclusiveness.

**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 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.
3. To provide an environment that is supportive to business and development within the municipality.
5. To understand and support the establishment and growth of new and creative industries and businesses in Launceston.

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.
3. To promote and attract national and international events and support the sector to ensure a diverse annual events calendar.
4. To support the central business district (CBD) and commercial areas as activity places during day and night.

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:**

The approved Arts & Culture Grant budget for FY2024/25 is \$40,000. The recommendation breakdown follows:

Program	Proposed budget	Pre-committed	Recommendations	Balance
Arts and Culture Grant	\$40,000	\$0	\$40,000	\$0

The budget consideration of this item has been approved by the Executive Leader of Connections and Liveability.

#### **DISCLOSURE OF INTERESTS:**

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

#### **ATTACHMENTS:**

1. Arts-and- Culture- Grant- Guidelines-2025 (10) [17.1.1 - 7 pages]
2. Arts and Cultural Development Policy [17.1.2 - 3 pages]

## 17.2. Concessional Entry to Council's Waste Disposal Facilities

**FILE NO:** SF0628

**AUTHOR:** Jess Nesbit (Waste and Environment Officer)

**APPROVER:** Ali Kemp (Executive Leader Connections and Liveability)

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### **DECISION STATEMENT:**

To consider the value of concessions to approved charitable organisations for waste disposal at the Launceston Waste Centre for the 2025/2026 financial year.

### **RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas) - section 205*

### **PREVIOUS COUNCIL CONSIDERATION:**

Council - 17 April 2025 - Agenda 17.2 Policy Review - 12-Plx-014 Concessional Entry to the Council's Waste Disposal Facilities

Council - 27 June 2024 - Agenda 14.1 Concessional Waste Disposal 2024/2025 - Charitable Organisations

### **RECOMMENDATION:**

That Council:

1. in respect of clause 4 of the '*Concessional Entry to Council's Waste Disposal Facilities*' policy (12-Plx-014), approves the participating charitable organisations and their recommended concessional entry values for the 2025/2026 financial year, as listed below (Table 1); and
2. approves the budget variation of \$4,844.31, to be sourced from within the Councillor's civic budget.

**Table 1. List of charitable organisations which applied for the concessional entry program and their recommended subsidy values, for the 2025/26 financial year.**

<b>Organisation Name</b>	<b>2025/26 Recommendation (\$)</b>
ADRA - Connections Op Shop	\$274.80
Door of Hope Christian Church	\$1,743.66
Launceston City Mission	\$37,349.21
Lions Club of Kings Meadows	\$139.98
New Horizons Club Inc.	\$42.02
Northern Occupational Support Service - Bluegum	\$715.58
PCYC	\$179.20
SelfHelp Workplace	\$8,561.11
Veterans Support Group	\$259.94
Starting Point Neighborhood House	\$86.95
Worldview	\$64.64
Just Cats Tasmania	\$74.34
Community Housing Limited	\$6,783.97
Community Care Tasmania	\$420.49
Punchbowl Community Garden	\$22.40
Karinya Young Women's Service	\$719.48
Launceston VFC Services Inc.	\$361.66
Litter Free Launnie	\$19.39
Launceston Players Society	\$125.00
GroWaverley	\$82.82
Friends of the Library Launceston	\$223.60
Oak Possibility Tasmania	\$2,924.67
Salvos Store	\$1,267.06
St Michaels Association	\$150.00
Life Without Barriers	\$150.00
Launceston Bowls & Community Club Inc.	\$150.00
Teen Challenge Tasmania Inc.	\$73.34
St Giles Society Ltd	\$150.00
JCP Youth Pty	\$150.00
<b>TOTAL</b>	<b>\$63,266.31</b>

## **REPORT:**

### **Background:**

The sixteenth application period for the Concessional Entry to Waste Disposal Facilities Program was conducted over a four-week period, commencing on 1 May 2025 and concluding on 26 May 2025. All previous program participants were formally notified of the application dates via email on 29 April 2025. A follow-up reminder was sent on 22 May 2025 to applicants who had not yet submitted an application.

### **Program Participation:**

The program was open to both returning and new applicants. To encourage broader participation, Council undertook a targeted promotional campaign including newspaper advertisements in the examiner, radio segments on LAFM, social media engagement, and in the Council newsletter. As a direct result of this outreach, two new organisations joined the program.

Returning applicants received an email with an electronic application link, as well as detailed information regarding their previous year's waste disposal expenditure and tonnage data. Additionally, each applicant was provided with five years of historical landfill tonnage data. This data has proven valuable in supporting organisations to make informed funding requests and to strengthen their internal waste management strategies.

### **Budget Allocation:**

The approved budget for the 2025/26 financial year is \$58,422, reflecting a 5% increase on the 2024/25 allocation of \$53,141.90. A total of 29 applications were received for this round, with a combined funding request of \$63,266.31, exceeding the available budget by \$4,844.31.

### **Grant Committee Recommendation – Option A (Preferred):**

On the 27<sup>th</sup> May 2025 the Council Grants Committee reviewed all applications and recommended that the full requested amount of \$63,266.31 be awarded across the 29 applicants. The Committee recognised the significant role this program plays in supporting local organisations with responsible waste management and noted that the additional funding requirement is modest relative to the broader benefits delivered through the program.

The Committee recommends that Council approve the allocation of funds above the existing budget, with the additional \$4,844.31 to be accommodated within the ICouncilor's civic budget.

### **Alternative Option – Option B:**

Option B involves applying a 10% reduction to all applicant subsidies, bringing the total distribution to \$56,939.65, which is \$1,482.35 under budget.

### **Policy Details**

The policy requires organisations to meet criteria which enable them to be deemed 'charitable' and, in turn, be considered for a subsidy to offset their waste disposal charges at the Launceston Waste Centre, by up to 80%. The 'charitable' assessment can be satisfied in one of two ways – either by providing an ATO Exemption Certificate, or by providing community and charitable benefits. Each of the listed charities (Table 1) satisfies the 'charitable' test criteria required by the Council.

Attachment one lists all applicants for the 2025/2026 program and outlines relevant elements of their application and previous year's activity to help guide their recommended subsidy values for the approaching year.

The assessment, completed by the Council's Team Leader Sustainability and Waste Management Officers, was endorsed by the Community Grants Committee on 27 May 2025.

### **Application Assessment**

The first step in the assessment process was confirming each organisation's 'charitable' status against the two 'tests', as mentioned above. Firstly, the policy automatically accepts organisations where an *ATO Exemption Certificate* is provided. This certificate must comply with the 'public benevolent institution' classification. Secondly, organisations pursuing the alternate test are required to provide proof of community good and community benefit, as well as be deemed 'non-government.' Additionally, the Australian Charities and Not-for-profits Commission resource ([www.acnc.gov.au](http://www.acnc.gov.au)) is used to verify the status of the organisations.

The Committee then considered the justifiability of the claims for the upcoming financial year, 2025/2026, based on the history of the organisation and the percentage of the approved claim utilised in the previous financial year, 2024/2025. To be considered for a subsidy. All applicants were required to submit a detailed waste reduction plan. In this section of the application, a written statement outlining current and future measures being utilised to prevent waste being deposited to landfill was submitted. This statement was assessed by two staff from waste management and rated out of four. This rating guided the recommendation and outlined where assistance was required from the Council to further reduce waste to landfill.

As per the Council's Policy, *Concessional Entry to the Council's Waste Disposal Facilities Policy* (12-PI-014), subsidies shall not exceed 80% of the organisations 2024/25 tonnages divided by the 2025/2026 domestic entry fee of \$202.00 per tonne, which means that the amount recommended in this report is mathematically calculated. For those applicants that listed green waste as their primary waste type (6) the mathematical calculations was changed from \$202.00 to \$140.00 per tonne to reflect the new clean green waste fee that applies from July 1, 2025 (highlighted in green - attachment 1).

Due to budget constraints the 14 applications from 2024/2025 who had reached their allocated funding and were further subsidised to cover the remaining charges on their accounts have had the fees that were waived deducted from their proposed value in 2025/2026 (Note: In the letters sent to applicants from Finance it notes that we will deduct the fees waived in the following year, but this has not been required in previous years). The applicants impacted have been highlighted in yellow (attachment 1)

Two applicants will receive conditional funding based on the lack of information provided in their waste management plan - their funding will be released after meeting with the waste management team to discuss. These discussions allow the Council to inform the participating organisations on strategies and facilities including the FOGO service, and the resource recovery centre.



**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

There is an economic benefit to the charitable organisations as money is saved on waste fees, providing the organisations with greater availability within their funds to support community programs. On Council's end, there is a reduction in operational costs for the Launceston Waste Centre through the program's encouragement of waste reduction.

By encouraging organisations to reduce their waste, the Council is extending landfill life, reducing the quantity of harmful methane gas entering the atmosphere, and reducing the creation of toxic landfill leachate. Also, through the application process, Council can recognise and salvage valuable resources, such as precious metals, being lost to landfill.

The policy treats concessions to charitable organisations as a community service obligation. The fabric of the community is enhanced by the charitable and benevolent work of these organisations.

**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:

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

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.
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.

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 draft budget for 2025/26 provides an allowance of \$58,422.00 and is allocated from the Councillor's annual civic budget.

#### **DISCLOSURE OF INTERESTS:**

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

#### **ATTACHMENTS:**

1. Attachment Concessional Entry Proposal 25 26 [**17.2.1** - 1 page]

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**17.3. Carr Villa Memorial Park Masterplan**

**FILE NO:** SF7731

**AUTHOR:** Eve Gibbons (Business Leader Carr Villa)

**APPROVER:** Ali Kemp (Executive Leader Connections and Liveability)

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**DECISION STATEMENT:**

To adopt the Carr Villa Memorial Park Masterplan

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*  
*Burial and Cremations Act 2019 (Tas)*  
*Burial and Cremation Regulations 2015 (Tas)*

**PREVIOUS COUNCIL CONSIDERATION:**

Council - 27 June 2024 - Agenda Item 15.3 - 2024/2025 Statutory Estimates (Budget)  
Workshop - 3 October 2024 - Carr Villa Memorial Park Masterplan Development -  
Councillor Consultation  
Council - 27 March 2025 - Intention to Undertake Community Consultation - Draft Carr  
Villa Memorial Park Masterplan  
Workshop - 22 May 2025 – Draft Carr Villa Memorial Park Masterplan consultation  
outcomes, and draft plan revision

**RECOMMENDATION:**

That Council:

1. adopts the Carr Villa Memorial Park Masterplan attached to this report; and
2. notes any future development of areas identified in the Masterplan (Option 5A), will be subject to further consideration and approval by Council, including environmental assessments and planning approval.

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**REPORT:**

**Background**

Since 1905, the City of Launceston has supported more than 60,000 families from diverse cultures, faiths, and beliefs in honouring their loved ones. With a strong commitment to customer care, continuous improvement, and innovative planning, Carr Villa Memorial Park (Carr Villa) continues to adapt to the evolving deathcare needs of the community through its cemetery and crematorium services.

Serving as Launceston's principal cemetery for nearly 120 years, Carr Villa is located on approximately 50 hectares of land formally dedicated to cemetery use since its inception. The site has become a place of deep personal and cultural significance for generations of families, past, present, and future, who have laid loved ones to rest and continue to visit in remembrance. With more than 6,000 current Exclusive Right of Burial arrangements and annual visitation exceeding 80,000, Carr Villa is not just a burial ground, but a site of enduring community connection and heritage value. The site's natural values, particularly its remnant bushland and areas of ecological sensitivity, are equally important to the identity of the park and the community it supports.

Council's endorsement in June 2024 to create a Carr Villa Memorial Park Masterplan, allowed for a long-term, forward-thinking strategy to be developed to guide the future provision of deathcare services to the community. A plan that provides certainty around interment capacity, identifies enhancements to the experience and comfort of visitors, and a plan that seeks to preserve and enhance the site's environmental and cultural values.

### **Masterplan Development**

Leading cemetery master planning consultants McGregor Coxall were appointed in July 2024 to support the plan's development. Emphasising research, listening, and learning, the consultants conducted a comprehensive site analysis.

Community consultation, including engagement with key internal and external stakeholders, was central to the plan's development. The deathcare conversation began in early 2024 through the Tomorrow Together platform under the theme A Resilient City 2024, providing a strong foundation for more detailed consultation in October 2024, again via the Tomorrow Together platform. Face-to-face engagement was also undertaken with key stakeholders in the funeral services industry and with the Friends of the Carr Villa Flora Reserve, a volunteer group with several representatives from key environmental groups.

With regard to engagement with Tasmanian Aboriginal People, we recognise that participation in such processes is self-determined and must be approached with respect and cultural sensitivity. While confirmation of interest or availability to participate has not yet been received, we remain committed to ongoing engagement. As our relationship continues to strengthen through the City of Launceston's Aboriginal Partnership Plan, we will continue to seek opportunities to collaborate meaningfully and ensure the voices of Tasmanian Aboriginal People are included in shaping the future of Carr Villa.

Consultation on the plans development also extended to key internal stakeholders within the City of Launceston, including officers from Community Services, Planning, Urban Design and Placemaking, Heritage, Open Space and Sustainability, and Tourism and Events. Additionally, Councillors and members of the Executive Leadership Team were consulted.

Expert advice, via environmental and vegetation assessments, was central to the development of the draft masterplan. A comprehensive site analysis was conducted, which included reviewing City of Launceston natural value assessments and reports and Council-wide strategic documents.

A multi-criteria assessment (MCA) was used to guide decision-making, ensuring a balanced approach that considers interment needs while avoiding areas of highest conservation value and preserving the natural and cultural landscape of Carr Villa. Led by the consultants, this rigorous process involved key internal stakeholders, including officers from Community Services, Asset Management, Open Space and Sustainability, Innovation and Performance, Business Enterprises, and Executive Leadership. Their collective expertise ensured the draft Master Plan was developed with confidence, aligning with the project's principles and vision while respecting the site's environmental and natural values.

Following the development of a draft Masterplan, on the 27 March 2025 Council endorsed the plan's release for community feedback, which followed with the City of Launceston Engagement Team initiating a four-week engagement process. Through the Tomorrow Together platform, community members provided feedback on the draft, some also choosing to provide feedback directly to the City of Launceston.

A wide range of perspectives were shared throughout the multi-stage consultation process, reflecting the community's strong connection to Carr Villa Memorial Park. Engagement began with Stage One of the "Tomorrow Together - A Resilient City" campaign, where 731 contributions helped initiate the conversation about the future of the site. In Stage Two, the conversation deepened, with 886 visitors to the platform and 305 survey responses that helped drill down into community priorities and shape the framework for the draft Masterplan.

When the draft Masterplan was released, community interest remained strong, with 1,544 visits to the Tomorrow Together platform and 542 downloads of the draft plan for review. This stage concluded with 56 detailed comments and suggestions. While only a small proportion of early participants provided formal feedback on the draft, the process overall has been extensive and thorough, enabling meaningful community input to help shape the future of Carr Villa Memorial Park.

At a Councillor Workshop on Thursday 22 May, a report was presented to Councillors outlining a summary of feedback received during the draft plan engagement, along with responses explaining how they feedback has been considered in the context of the draft plan, and recommended amendments informed directly by the feedback received. The Draft Carr Villa Memorial Park Masterplan Consultation Outcomes Report can be found as an attachment to this report.

## **The Masterplan**

### *The Carr Villa Memorial Park site*

Since its establishment in 1905, Carr Villa has served as Launceston's principal cemetery, with all interments taking place under the understanding that the site is reserved in perpetuity for cemetery purposes. Its footprint has remained consistent for more than 120 years, and the site now holds over 60,000 interments and more than 6,000 'Exclusive Right of Burial' arrangements. This enduring legacy, combined with Carr Villa's deep cultural significance and long-standing community connection, reinforces its importance as the city's central cemetery.

Developing a new cemetery is a major and complex undertaking, financially, logistically, and operationally. For example, the newly planned Harkness Memorial Park in the City of Melton, Victoria, is expected to provide 140,000 interment spaces at a development cost exceeding \$400 million.

When considering these realities, alongside the ongoing costs of maintaining Carr Villa's infrastructure, bushland, and essential services, it is clear that continued use of the existing site represents the most practical, responsible, and community-sensitive path forward. For these reasons, the Carr Villa Memorial Park Masterplan focuses on the long-term utilisation of the existing site.

The intent of the Masterplan is not to elevate one set of values above another, but to guide a respectful and balanced approach that upholds Carr Villa's primary function as a place of interment, while also strengthening its environmental stewardship and cultural relevance for future generations

#### *Visitor experience*

Carr Villa Memorial Park welcomes over 80,000 visitors each year, many of whom come to remember loved ones, seek moments of reflection, or connect with the site's unique natural and cultural heritage. Supporting this visitor experience is a key priority of the Masterplan. Initiatives within the plan aim to improve comfort, accessibility, and wayfinding across the site. These include additional seating and shelter, improved public toilet facilities, enhanced signage and grave-finding tools, and upgrades to paths and circulation routes. The plan also recognises the importance of creating spaces that support quiet connection and personal reflection, with carefully designed landscape elements and improved amenity in key gathering areas. A small, nature-based reflection space for children is also proposed, located adjacent to the children's cemetery. This space is intended to provide a gentle, supportive environment for families and young visitors as they process grief and remembrance. Together, these improvements ensure that Carr Villa remains not only a place of remembrance for those who have passed, but also a welcoming, respectful, and accessible space for the living.

#### *Future interment needs*

The Masterplan is designed to be fluid, evolving alongside changing interment needs, responding to shifts in demographics, community expectations, and customer preferences. With a forward-thinking approach, it allows for the integration of emerging technologies and sustainable land use practices, ensuring Carr Villa remains a place of remembrance and reflection for generations to come, in the next 100 years.

Balancing interment provision with the preservation of natural values has received critical attention. Expert advice, including environmental and vegetation assessments, was central to the development of the masterplan. Contrary to some suggestions, these assessments have not been ignored, they were integral to the process and directly informed the careful delineation of potential expansion areas. They played a key role in identifying zones of lower ecological sensitivity that could accommodate future interment when needed. These areas sit on land formally dedicated to cemetery purposes, and their identification ensures long-term planning remains consistent with the site's intended use. Supported further by a

rigorous Multi-Criteria Assessment (MCA) process, these indicative development zones were specifically selected to avoid areas of highest conservation value.

It is important to note that the areas identified in the draft Masterplan for potential future expansion are not intended for immediate development. Carr Villa currently has sufficient interment capacity for the next 25+ years. The identification of future expansion zones is a long-term planning measure to ensure that, when additional space is required or there is a need to respond to changing community demand, there is a thoughtful and well-prepared approach in place that reflects environmental, cultural, and operational considerations.

Additionally, the identification of areas for potential future interment use within the Masterplan, does not equate to approval for development. Any future use of areas outlined in the Masterplan (Option 5A) will be subject to further consideration and approval by Council, including environmental assessments and planning approval.

#### *Caring for and enhancing the site's natural and historical values*

While the Masterplan outlines the long-term vision for the development and land use of Carr Villa Memorial Park, the day-to-day management and care of bushland areas is guided by a separate internal document, the *Carr Villa Bushland Management Plan (August 2024)*. This operational plan provides detailed strategies for the ongoing preservation of the site's undeveloped bushland, and guides site-specific conservation activities such as weed control, vegetation preservation, and informal trail management.

It is important to emphasise that no future interment development can proceed without demonstrated community need, and further Council consideration and approval. Any proposed developments will require formal approval in accordance with relevant Local and State Government Legislation, and would be subject to detailed environmental assessments, to ensure that water and soil health, along with flora and fauna are carefully considered. These assessments would form part of a robust planning and approvals framework designed to ensure environmental, cultural, operational, and community factors are all carefully evaluated prior to implementation.

Together, the strategic vision of the draft Masterplan and the targeted actions of the *Carr Villa Bushland Management Plan (August 2024)* ensures that Carr Villa can meet the evolving needs of the community while safeguarding its natural and cultural heritage.

The Masterplan additionally actively encourages partnerships that foster ecological literacy and environmental care, recognising their importance in supporting the park's long-term ecological management. In this context, we acknowledge the Friends of Carr Villa Flora Reserve, whose passion, deep local knowledge, and strong commitment to conservation have been invaluable in shaping the development of the plan. We believe this relationship can evolve and strengthen as we work together to care for this important landscape.

The ongoing conservation and maintenance of existing monumental interments forms an important part of the overall site experience and the historical legacy of the site. The Masterplan promotes the development of an action plan to guide future conservation and maintenance of monuments and their surrounding landscapes. Additionally, the exploration of partnerships within the community to support conservation of the site's historical values is also a focus of the plan.

## Next Steps

Following an endorsement of the Masterplan, a detailed review will be undertaken to identify and prioritise key elements and recommendations for implementation. This review will lead to the development of a clear timeline and actionable plan outlining specific phases and associated activities required to achieve the plan's objectives.

A dedicated engagement feedback loop will also be established, ensuring ongoing community input that will inform and guide the timing of developments and enhancements. Noting, all proposed developments will be subject to demonstrated community need and further consideration by Council and require formal approval in accordance with relevant Local and State Government legislative requirements. Additionally, opportunities for grant funding will be investigated to support and advance key initiatives.

Upon completion of this process, long-term financial planning will be undertaken, enabling the endorsement of a strategic allocation of resources to support the timely implementation of masterplan initiatives.

## RISK IMPLICATIONS:

Consideration contained in Report.

## ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The Carr Villa Memorial Park Masterplan delivers a balanced and sustainable approach that addresses the city's future deathcare needs while supporting economic viability, environmental responsibility, and social connection. The Masterplan enables long-term financial sustainability through the exploration of innovative interment models, improved service planning, and potential access to grant funding, avoiding the significant cost of developing a new cemetery site. Additionally, the Masterplan safeguards Carr Villa's natural values by avoiding areas of high conservation significance, supporting ongoing ecological assessments, and enhancing remnant bushland through the complementary Bushland Management Plan.

The Masterplan reinforces Carr Villa's role as a place of deep community and cultural significance by improving visitor comfort and accessibility, creating inclusive and reflective spaces, and embedding ongoing community engagement.

## 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.

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:

1. To plan for and provide services and facilities that recognises the changing demographics and needs of our community.

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.

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:

3. To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.

## **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. Carr Villa Memorial Park Masterplan 2025 [17.3.1 - 50 pages]
2. Draft Carr Villa Memorial Park Masterplan Consultation Outcomes Report [17.3.2 - 12 pages]

**17.4. Special Event Sponsorship 2024/2025 - Australian National U15 and U19 Badminton Championships**

**FILE NO:** SF5892

**AUTHOR:** Laura Keith (Acting Grants and Sponsorship Officer)

**APPROVER:** Ali Kemp (Executive Leader Connections and Liveability)

**DECISION STATEMENT:**

To consider Special Event Sponsorship for the Australian National U15 and U19 Badminton Championships.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*

**RECOMMENDATION:**

That Council:

1. approves the following Special Event to receive the recommended sponsorship amount from the 2024/2025 Special Event Sponsorship Budget.

Organisation	Event	Score	\$Request	\$Assess	\$Recom
Badminton Australia	Australian National U15 and U19 Badminton Championships	83%	\$30,000	\$30,000	\$30,000

**REPORT:**

The Australian National U15 and U19 Badminton Championships is a national junior sporting event attracting over 650 attendees, predominantly from interstate, to be held at the Elphin Sports Centre in July 2025. Delivered by Badminton Australia in partnership with local associations, the championships combine elite competition with community engagement, volunteer upskilling and inclusive youth programs.

The full application was considered by the Event Sponsorship Assessment Panel. The Panel assessed the application against the assessment criteria (detailed below).

**Assessment:**

Based on the 2024/2025 budget, the available funds for Special Event sponsorship is \$70,000 per annum.

### Assessment process

1. The Grants and Sponsorship Officer received the application through Smarty Grants (an online portal).
2. The application was reviewed by the Grants and Sponsorship Officer to confirm eligibility and to ensure all relevant information had been provided.
3. The Events Sponsorship Assessment Panel assessed and scored the eligible application based on its merit against the criteria. No assessment panel meeting for score moderation was undertaken in this round.
4. The assessment score informed the panel's recommendation to Council for funding and these recommendations are subject to the budget available.
5. All funding decisions for assessed applications are made by the full Council via a report to a Council Meeting.

### Assessment criteria

<b>Participation</b>	Enables social connections to take place within the community, including volunteering and participation opportunities (15%).
<b>Creativity and Innovation</b>	Encourages and supports creativity, innovation and local talent (10%).
<b>Community Spirit</b>	Building community spirit, pride and a sense of place (15%).
<b>Economic</b>	Demonstrates positive economic benefits through visitor spend, employment and/or investment (25%).
<b>Tourism and profile</b>	Demonstrates positive tourism benefits, through the promotion of Launceston, building our profile and reputation (20%).
<b>Asset Usage</b>	Utilises and activates community assets including cultural, entertainment, sport and recreation venues, including City of Launceston owned and operated assets (15%).

### Aggregated scores of assessment criteria:

Each member of the assessment panel scores the assessment criteria on a scale of 0 to 5. The individual scores are then combined and the total scores for each criterion are multiplied by the respective criterion's weighting. This weighted total is divided by the number of panel members who provided the assessment, resulting in a final percentage. Below are the aggregated scores of the assessment criteria for this application.

<b>Australian National U15 and U19 Badminton Championships</b>			
<b>Assessment</b>	<b>Weight</b>	<b>Total</b>	<b>Total possible score</b>
<b>Participation</b> - Enables social connections to take place within the community, including volunteering and participation opportunities.	3	72	90
<b>Creativity and Innovation</b> - Encourages and supports creativity, innovation and local talent.	2	46	60
<b>Community Spirit</b> - Building community spirit, pride and a sense of place	3	69	90

<b>Economic</b> - Demonstrates positive economic benefits through visitor spend, employment and/or investment	5	135	150
<b>Tourism and profile</b> - Demonstrates positive tourism benefits, through the promotion of Launceston, building our profile and reputation	4	108	120
<b>Asset Usage</b> - Utilises and activates community assets including cultural, entertainment, sport and recreation venues, including City of Launceston owned and operated assets	3	72	90
<b>Total</b>		<b>502</b>	<b>600</b>
<b>Number of panel members</b>		<b>6</b>	
<b>% Score</b>		<b>83.67%</b>	

The normal distribution of funds (according to score) is as follows:

81-100% = 100% of requested funds  
61-80% = 75% of requested funds  
50-60% = 50% of requested funds  
<50% = No funding provided

The Australian National U15 and U19 Badminton Championships application assessment resulted in a score of 84%.

Using the distribution funds formula for event sponsorship, an application with a score between 81% and 100% is recommended to receive 100% of the amount requested.

### RISK IMPLICATIONS:

Limited financial risk if the sponsorship recipient does not fully meet contractual obligations. This is mitigated through funding agreements. Reputational risk to Council if funded events do not deliver intended outcomes or fail to meet community expectations.

### ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Approval of the recommended event sponsorship will:

- result in a positive economic impact to the Launceston community through delivering tourism and economic returns to the Launceston Community, building the City's profile and reputation as a great place to live, visit and invest.
- have minimal negative impact on the environment.
- provide a number of valuable social impacts for our community through community participation, building of community spirit and inclusiveness.

## 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:

1. To actively market the City and region and pursue investment.
3. To provide an environment that is supportive to business and development within the municipality.
4. To promote tourism and the development of a quality tourism offering for Launceston.

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.
3. To promote and attract national and international events and support the sector to ensure a diverse annual events calendar.
4. To support the central business district (CBD) and commercial areas as activity places during day and night.
5. To support sustainable population growth in the Northern Region.

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.
5. To promote and support active and healthy lifestyles of our community.

## BUDGET AND FINANCIAL IMPLICATIONS:

The 2024/2025 Special Event Sponsorship Budget:

Event	\$Available funds 2024/2025	\$Recommended sponsorship	Balance
Australian National U15 and U19 Badminton Championships	\$52,036	\$30,000	<b>\$22,036</b>

The uncommitted budget for 2024/2025 Special Event Sponsorship is \$52,036. Should the recommendation for \$30,000 for the Australian National U15 and U19 Badminton Championships event be approved, there would be \$22,036 remaining in the 2024/2025 budget for Special Events Sponsorship.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

1. ECM 3414369 v 11 05- Plx-018 Event Sponsorship Assessment Panel - Terms of Reference [**17.4.1** - 3 pages]
2. CONFIDENTIAL REDACTED - Redacted Application- SPES P 035- Badminton Australia- Confidential [**17.4.2** - 20 pages]

**18. QVMAG (QUEEN VICTORIA MUSEUM AND ART GALLERY)**

**No items have been identified as part of this Agenda**

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**19. COMMUNITY ASSETS AND DESIGN**

**19.1. Northern Tasmania Cricket Association Sports Complex Redevelopment Project Update**

**FILE NO:** CD005/2025

**AUTHOR:** Michael Newby (Senior Leader Infrastructure Planning)

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

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**DECISION STATEMENT:**

To note the report.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*

**PREVIOUS COUNCIL CONSIDERATION:**

Closed Council Meeting – 27 March 2025 – Item 24.3 - Northern Tasmania Cricket Association Sports Complex – Redevelopment Project – Architectural Services CD005/2025

Council Meeting – 6 March 2025 – Item 19.2 - Northern Tasmania Cricket Association Sports Complex - Redevelopment Project

Workshop - 5 September 2024 – Item 1.1 - NTCA Sports Complex Management

Workshop - 6 June 2024 – Item 1.1 - NTCA Facility Management Update

Workshop - 23 November 2023 - Councillor site visit NTCA Sports Complex

**RECOMMENDATION:**

That Council:

1. notes the update on the Northern Tasmania Cricket Association Sports Complex – Redevelopment Project.
- 

**REPORT:**

The intent of this report is to provide Council with a progress update and identify the next steps in this project.

The Northern Tasmania Cricket Association Sports Complex - Redevelopment Project is included in the City of Launceston Prospectus, with a funding request of \$61 million.

This amount consists of:

- State Government commitment of \$21 million for upgrades to the Elphin Sports Centre;
  - A City of Launceston pledge of \$20 million;
  - And to fully implement the redevelopment an additional \$20 million is still required.
-



Council was last engaged regarding the Northern Tasmania Cricket Association Sports Complex (the Complex) Redevelopment Project on 27 March 2025. Council approved the architectural services tender in a closed session.

The Lead Design contract has been executed, and the project team has been formed including a project working group. The working group consists of internal City of Launceston stakeholders and representatives from each sporting code at the Complex.

The project team is working toward a Development Application submission by the end of September 2025 and the project program can be viewed at Attachment 1: Program.

To inform the architectural response, and future scope refinement at the Complex, several professional services are required to complement the architectural engagement. Briefing documents have been drafted and released for the following professional services:

- Heritage Significance and Indicative Impact Assessment
- Arborist Assessment
- Site Survey
- Agronomic Condition Assessment for Ground 1
- Sports field Lighting Assessment for both Ground 1 and 2
- Engineering services (Civil/Structural)
- Services (mechanical, electrical, hydraulic/fire)
- Ecologically Sustainable Design
- Access
- Traffic
- Building surveying.

The production of a business case including cost benefit analysis is also underway; with its conclusion to be coincident with conceptual materials.

The information received to date from these professional services, and information obtained from both the working group and internal stakeholders have influenced the redevelopment project and intended project outcomes; which include:

- A redeveloped complex will contribute to the Recreational Open Space network for clubs and broader community;
- Investment must be clearly linked benefit including increased participation numbers with a particular focus on inclusion, equity and diversity; and
- The heritage significance of the complex must be celebrated in the architectural response (including landscape).

The Heritage Advisory Committee was provided with a copy of the Heritage Significance and Indicative Impact Assessment and on Tuesday 3 June 2025; a Heritage Advisory Committee meeting was held at the complex.

Workshops are currently scheduled to further engage with Council regarding this project:

- **17 July 2025:** NTCA redevelopment project - project update and concept presentation.
- **18 September 2025:** NTCA redevelopment project - pre-Development Application submission.

## RISK IMPLICATIONS:

Not considered relevant to this report.

## ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The potential social impact of this redevelopment would be significant. An upgraded complex will improve:

1. **Community health and wellbeing** – for both club and community, greater access to renewed sporting facilities and open space areas will increase physical activity and social interaction
2. **Social inclusion and cohesion** – increased numbers and diversity of participants will bring more people together for both sporting participant and spectator
3. **Economic and employment opportunities** – employment directly generated from the design and construction phases of the project. Further, increase participation of volunteer and coaching staff will result due to increased participation.
4. **Access and equity** – renewed facilities will be designed and constructed to modern access requirements and standards
5. **Heritage celebration and interpretation** – renewed facilities will be designed and constructed to celebrate the significant heritage of the site.

The business case, including cost benefit analysis, will identify and quantify these impacts.

## STRATEGIC DOCUMENT REFERENCE:

*City of Launceston Corporate Strategic Plan 2014 - 2024d*

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:

The project team are working within the budgetary position as presented in the City of Launceston Prospectus and that presented in the Tender documentation at the Closed Council Meeting – 27 March 2025 – Item 24.3 - Northern Tasmania Cricket Association Sports Complex – Redevelopment Project – Architectural Services CD005/2025.

There is a current budget allocation of \$700,000 in the 2024/25 financial year. This budget allocation will be utilised to facilitate the architectural services, including other complimentary professional services.

Additional funding will be considered by Council for the 2025/26 financial year.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

Nil

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**19.2. St Leonards and Waverley Neighbourhood Plan - Stage 2 Community Engagement - Feedback Summary**

**FILE NO:** O25375

**AUTHOR:** Claire Fawdry (Principal Town Planner)

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

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**DECISION STATEMENT:**

To note the Stage Two Consultation Summary report and written submissions received during the community engagement period for the St Leonards and Waverley Neighbourhood Plan (draft structure plan for community consultation).

**PREVIOUS COUNCIL CONSIDERATION:**

Council – 27 March 2025 – St Leonards and Waverley Neighbourhood Plan Stage 2 Community Engagement

Workshop – 20 March 2025 – St Leonards and Waverley Neighbourhood Plan – Project update

Council – 13 February 2025 – Agenda Item 19.1 St Leonards and Waverley Neighbourhood Plan – Project Update

Workshop – 30 January 2025 – St Leonards and Waverley Neighbourhood Plan – Project update

Council – 12 December 2024 – Agenda Item 22.2 St Leonards and Waverley Neighbourhood Plan project update

Council – 31 October 2024 – Agenda Item 17.3 St Leonards Structure Plan Update

Council – 8 August 2024 – Agenda Item 17.1 Non-Application of Public Tender Process for the St Leonards Structure Plan and Infrastructure Funding Framework

**RECOMMENDATION:**

That Council:

1. receives and notes the attached Stage Two Consultation Summary, dated May 2025; and
2. receives and notes the written submissions received during the community consultation period.

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**REPORT:**

**1. Background**

The City of Launceston was successful in its application for Federal Government funding under the Housing Support Program (HSP) Stream 1 Grant to deliver a structure plan (also known as a neighbourhood plan) and supporting infrastructure funding framework for the St Leonards and Waverley residential growth area.

The St Leonards and Waverley Neighbourhood Plan and Infrastructure Funding Framework (the Neighbourhood Plan) will provide a plan for the sustainable development of the St Leonards and Waverley area over the next 30 years and beyond. The Neighbourhood Plan will provide for new residential areas, an enhanced village core, new and enhanced activity centres and improved infrastructure connectivity and services associated with a plan which will deliver over 3200 new homes.

The Neighbourhood Plan is a key action of the draft Launceston Housing Plan 2025-2040, which was adopted by Council at its ordinary meeting on 29 May 2025.

## 2. Community Engagement Approach

This project incorporated two separate engagement phases:

- Stage 1 (December 2024):  
A reintroduction of the project to the community, which was completed in December 2024. During this stage it was highlighted that more in-depth engagement would occur during Stage 2.
- Stage 2 (April 2025):  
Feedback on the draft Neighbourhood Plan.

These stages resulted in differing levels of participation in the engagement, and different outcomes. This report focuses on the second engagement stage.

## 3. Stage 2 Community Engagement

On 27 March 2025, the St Leonards and Waverley Neighbourhood Plan (draft structure plan for community consultation) was unanimously endorsed for community consultation between 29 March and 29 April 2025. The engagement period ran for four (4) weeks and utilised a range of tools, including online and face-to-face methods.

The objectives of the engagement were to:

- Inform the community about anticipated growth rates and the abilities to accommodate those within the study area.
- Articulate community aspirations for the area in a strategic planning sense.
- Understand community values and sentiment in the context of infrastructure, local character and amenity, open space and connectivity.
- Gather feedback on identified options for growth and development.
- Gather feedback on the contents and direction of the Draft Neighbourhood Plan.

Stage 2 sought to consult and involve the community in the neighbourhood planning process. The following tools and consultation methods were used:

- Council's *Tomorrow Together* webpage – project information, survey, frequently asked questions, contact details and project timeline.
- Promotion via the City of Launceston Facebook, LinkedIn and Instagram accounts.
- Community pop-ups:
  - Waverley Primary School, Friday 4 April 2025, 9am – 11am
  - St Leonards Picnic Ground, Saturday 5 April 2025, 9am – 11am
- Community workshop at St Leonards Primary School Hall, Tuesday 8 April, 6pm – 7:30pm

- Addressed letters to landowners within the growth area boundary.
- Flyers distributed within the growth area boundary.
- Posters within the growth area boundary.
- Media release.

During this stage two (2) engagement period, we received 68 survey responses and 12 written submissions from landowners and stakeholders. Our engagement efforts reached 34,495 people via social media, with 50 attending pop-up sessions and 20 participating in the community workshop. In addition, the project team held in-person meetings with various landowners and continue to engage with them to maintain open and ongoing dialogue.

Of particular note, the written submissions provided valuable insights and raised important matters that require further detailed consideration. This reflects a successful engagement process where feedback is genuinely heard and acted upon, not simply acknowledged. As a result, the project team will be undertaking additional technical investigations, and updates will be made to the maps and the written Neighbourhood Plan.

To accommodate this critical work, the project timeline has been adjusted. From the outset, our objective has been to meaningfully engage with landowners and the community. The feedback gathered will directly contribute to meaningful amendments, resulting in a stronger and more robust Neighbourhood Plan.

It is important to note that the project team remained on track, and met all timeline milestones, leading up to the community engagement phase. Following the engagement period, it became clear that additional time was necessary to deliver the final outputs to the standard required and to address the feedback received.

The Housing Support Program Stream one (1) Commonwealth Government Grant required the project to be completed by 30 May 2025. An extension was granted by the Commonwealth Government to deliver the final outputs of the project. The intention is to bring the final St Leonards and Waverley Neighbourhood Plan and Infrastructure Funding Framework before Council for adoption later this year, ahead of the extension deadline in 2026. There were significant delays between the Federal and State Governments in preparing the funding for transfer to the grant recipients, which were beyond council's control.

### **3.1 Feedback – Online and In-person**

Stage 2 community engagement was structured around the three Strategic Directions, which shape the draft Neighbourhood Plan: *Sustainable Growth, Connected Communities and Vibrant Places*. The survey was designed to reflect these themes, allowing respondents to provide targeted feedback within each area. Similarly, during both the community pop-up session and the workshop, attendees were invited to share their input aligned with these Strategic Directions. The attached Consultation Summary provides a breakdown of the data and feedback in relation to the Strategic Directions. The photographs below were captured by Moon Cheese Studio at the community pop-up at St Leonards Picnic Ground for ERA Planning & Environment.



The image below was taken at the more in-depth community workshop at St Leonards Primary School.



### 3.2 Feedback – Written Submissions

Written submissions were received from landowners, key State agencies and organisations including Department of State Growth, Heritage Tasmania, Homes Tasmania, Tamar Bicycle Users Group and TasWater. Submissions were also received from local consultants, developers and individuals.

The draft Neighbourhood Plan was also circulated internally within the organisation to provide the opportunity to capture feedback from the different teams and areas of specialisation outside of the project team.

A summary table of the written feedback is attached to this Report and provides the key issues identified in each submission, the officer response to the matter raised, and any recommended actions or amendments to the Neighbourhood Plan (refer to Attachment 2). Complete versions of all written submissions have been provided to Councillors (confidentially) to be considered in conjunction with the attached feedback summary.

#### 4. Next Steps

Following the 19 June 2025 Council Meeting, the project team will continue to work through the changes required following the stage 2 consultation period. A project update will be provided to Councillors at workshop on 14 August 2025. The final St Leonards and Waverley Neighbourhood Plan and Infrastructure Funding Framework will be brought before Council for adoption towards the end of 2025.

#### **RISK IMPLICATIONS:**

Not considered relevant to this report.

#### **ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Residential growth areas offer significant benefits across economic, environmental and social spheres. Economically, increasing housing supply supports local job creation, stimulates investment, and contributes to a more resilient city. From a social perspective, aligning new housing with community needs can enhance quality of life, improve access to suitable housing, and reduce barriers for vulnerable populations. While all housing development has an environmental impact, these can be managed to ensure that natural values are protected and sustainable growth is achieved.

#### **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.
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 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.
5. To support sustainable population growth in the Northern Region.



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.

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.
3. To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural 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:**

The Commonwealth Government has been very delayed in providing the first instalment of funding under the Housing Support Program Stream 1, as it had to be arranged with the State Government. The Funding Agreement was signed on 28 May 2025, and the first installment was received on 3 June 2025. The balance payment will be transferred upon completion of the project.

## **DISCLOSURE OF INTERESTS:**

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

## **ATTACHMENTS:**

1. Attachment 1 - Stage 2 Consultation Summary, May 2025 [**19.2.1** - 10 pages]
2. Attachment 2 - Written Submissions Summary Table [**19.2.2** - 12 pages]
3. CONFIDENTIAL REDACTED - Attachment 3 - CONFIDENTIAL submissions [**19.2.3** - 44 pages]

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**19.3. Infrastructure and Engineering - Grant Submissions, April and May 2025**

**FILE NO:** SF0626; SF7756

**AUTHOR:** Erica Deegan (Senior Leader Infrastructure and Engineering)

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

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**DECISION STATEMENT:**

To receive the report regarding grant submissions submitted by the Infrastructure and Engineering Team during April and May 2025.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*

**PREVIOUS COUNCIL CONSIDERATION:**

Council - 7 March 2024 - Agenda Item 12.1 Notice of Motion - Councillor A J Britton - Establish a Flood Mitigation Strategy - 28 February 2024

Council - 31 October 2024 - Agenda Item 19.2 - Flood Mitigation Strategy - Scoping Study

**RECOMMENDATION:**

That Council:

1. receives the information contained in this report; and
2. approves Council funding contributions in future budget years if the applications are successful.

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**REPORT:**

The purpose of this report is to provide information regarding grants that have been submitted during the months of April and May 2025. These relate to three submissions for two grant programs, the Disaster Ready Fund and the Vulnerable Road User Program.

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### **Submission 1 - Disaster Ready Fund - Launceston Flood Mitigation Plan**

The grant submission for the Disaster Ready Fund aims to support the Flood Mitigation Plan (previously known as the Flood Mitigation Strategy), as outlined in the scoping study endorsed by the Council on 31 October 2024. The submission is reflective of the three-year plan outlined within the scoping study, and included the following:

- Historical expenditure: \$42,708 - for consultancy during the scoping study development.
- In-kind support: \$450,000 - for a project manager, a fixed-term role approved by the Executive Leadership Team in May 2025.
- Financial contribution: \$540,000 (split over three years, \$150,000 currently allocated in the FY25/26 budget).
- Commonwealth funding sought: \$540,000 (split over three years).

Resilience and Recovery Tasmania has indicated that Tasmanian submissions will be shortlisted in June 2025. If the project is shortlisted, it will then be considered for endorsement by the Premier and submitted to the National Emergency Management Agency for national consideration. Final announcements are expected in October 2025.

### **Submission 2 - Vulnerable Road User Program - Innes Street - Unsignalised Pedestrian Crossing and Footpath**

One of the two grant submissions for the Vulnerable Road User Program aims to improve pedestrian connectivity between the Launceston CBD and the Launceston Plaza shopping centre. The project includes the installation of a traffic island refuge, 95 meters of footpath, pedestrian ramps, line marking, kerb and new signage. Installation of kerb and footpath on the eastern aspect of Innes Street where footpath is currently absent will ensure pedestrians actively choose to stay off the road. Pedestrians currently run across Innes Street and walk down the unestablished shoulders which poses a public safety risk of harm and injury. The project will also include pavement rehabilitation and resurfacing due to these assets reaching end of life, contributing significantly to the project cost and associated financial contribution to the project.

This initiative is strongly aligned with the draft Strategic Plan Objective 2.2(c), *develop a safe, pleasant and connected walking and active transportation network that is integrated with the transport system, across Launceston's urban footprint.*



Figure 1: Indicative Footpath and Crossing Location

The submission includes the following:

- Council financial contribution: \$317,588
- Tasmanian Government funding sought: \$317,588.

The Department of State Growth has advised that the grant recipients will be announced no sooner than July 2025. The financial contribution noted above has been included in the FY25/26 budget.

### **Submission 3 - Vulnerable Road User Program - Cimitiere Street - Signalised Pedestrian Crossing**

The second of the two grant submissions for the Vulnerable Road User Program aims to improve pedestrian connectivity between the Launceston CBD, in particular the City Park area, and the Inveresk area, including the University of Tasmania Campus, QVMAG and UTAS Stadium, through the installation of a signalised crossing.

This initiative is also strongly aligned with the draft Strategic Plan Objective 2.2(c), *develop a safe, pleasant and connected walking and active transportation network that is integrated with the transport system, across Launceston's urban footprint.*

The submission includes the following:

- Council financial contribution: \$68,650
- Tasmanian Government funding sought: \$205,950.



Should the grant submission be successful, the inclusion of a financial contribution from the University of Tasmania will be considered. The University stands to benefit significantly from this project and has actively supported it. Additionally, as part of the development approval for 'the Shed', the University was required to provide a crossing, though specific details were not outlined.

The Department of State Growth has advised that the grant recipients will be announced no sooner than July 2025. The financial contribution noted above has been included in the FY25/26 budget.



Figure 2: Indicative Crossing Location

## RISK IMPLICATIONS:

All projects have been estimated to the best of our ability, as relevant for a grant submission. Historically there have been some challenges with estimation for similar projects vulnerable road user projects leading to cost overruns, which will need to be covered by Council. However, significant improvements have been made to our estimation processes during the past 1-2 years. If the Vulnerable Road User Program submission, for the unsignalised pedestrian crossing and footpath at Innes Street is unsuccessful, consideration will need to be given to alternative options for funding at least the pavement repair works in the near future due to the asset reaching end of life.

## ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The proposed projects under the Vulnerable Road User Program are expected to have environmental and social impacts through improved connectivity and associated ability for people to move around the area. These projects make walking and active transportation more appealing and safer. This shift can lead to lower carbon emissions and a decrease in pollution within the city.

Economic, environmental and social impact of the flood mitigation plan have been previously reported in Council documentation.

**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.
5. To maintain a financially sustainable organisation.

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:

5. To promote and support active and healthy lifestyles of our community.
7. To develop and manage infrastructure and resources to protect our community from natural and other hazards.

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:

3. To manage the risks of climate-related events, particularly in the area of stormwater management and riverine flooding.

**BUDGET AND FINANCIAL IMPLICATIONS:**

The budget for these submissions has been incorporated into the budget for FY25/26. If the Disaster Ready Fund submission is successful, future budget allocations will need to support this project over the three-year period.

Utilising external funding opportunities for these projects will minimise their impact on the Council's budgets while still achieving the specified projects and outcomes.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

Nil

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**19.4. Fee Waiver Request - Road Occupation - Health Hub**

**FILE NO:** SF2145

**AUTHOR:** Erica Deegan (Senior Leader Infrastructure and Engineering)

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

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**DECISION STATEMENT:**

To consider an application for the waiver of the Road Occupation Permit fee for regarding the occupation of Cleveland and Wellington Streets due to construction activities related to the Health Hub.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*  
*Local Government (Highways) Act 1982 (Tas)*  
*Roads and Jetties Act 1935 (Tas)*  
*Facilities and Highways By-Law Number 1 of 2021*  
*Parking Facilities By-Law Number 2 of 2023*  
*Vehicle and Traffic Act 1999 (Tas)*  
*Road Rules 2019 (Tas)*

**PREVIOUS COUNCIL CONSIDERATION:**

Council - 3 October 2024 - 19.1 - Road Reserves, Parks and Public Reserves Occupation Policy  
Council - 3 October 2024 - 19.2 - Fees and Charges Amendment 2023/2024 and Associated Remission of Road Reserves, Parks and Public Reserves Occupation Fees  
Workshop - 15 August 2024 - Road Reserves, Parks and Public Reserves Occupation Policy, Guidelines and Fee Capping  
Council - 4 April 2024 - 15.3 - Fees and Charges 2024/2025  
Workshop - 23 November 2023 - Road Occupation Fee

**RECOMMENDATION:**

That Council:

1. notes the request from the Launceston Health Hub to waive the road occupation fees associated with the development at 243-247 Wellington Street; and
  2. does not agree to remit any fees associated with the road occupation at 243-247 Wellington Street.
-

## REPORT:

Fees for the occupation of Roads, Parks and Public Reserves were introduced in the 2023/2024 financial year. The purpose of the fee was to acknowledge the impacts of commercial activities, using public space, on the community. The fee aims to reduce the occupation area and/or duration. At the time, there were three significant occupations of road space being considered by Council Officers, of which occupation of Cleveland and Wellington Streets, associated with the Launceston Health Hub was one.

This busy area often experiences congestion during peak hours. Discussions were ongoing about the occupation's potential effects and needed changes to reduce impact. Lane adjustments were requested to improve traffic flow.

It was deemed necessary for the occupation to section off part of the southbound left hand lane of Wellington Street and to utilise this area as a loading zone as shown in the Figures following. Permission was granted through application RDT0703/2023, active between 5 December 2023 until 4 April 2025 (a total of 70 weeks).

The occupied space was 158m<sup>2</sup>, attracting a weekly fee of \$632. The total cost associated with this occupation is \$44,296 and remains unpaid. As noted following, this occupation has continued under a new permit ORPR0050/2025.



Figure 2: Traffic Management Plan



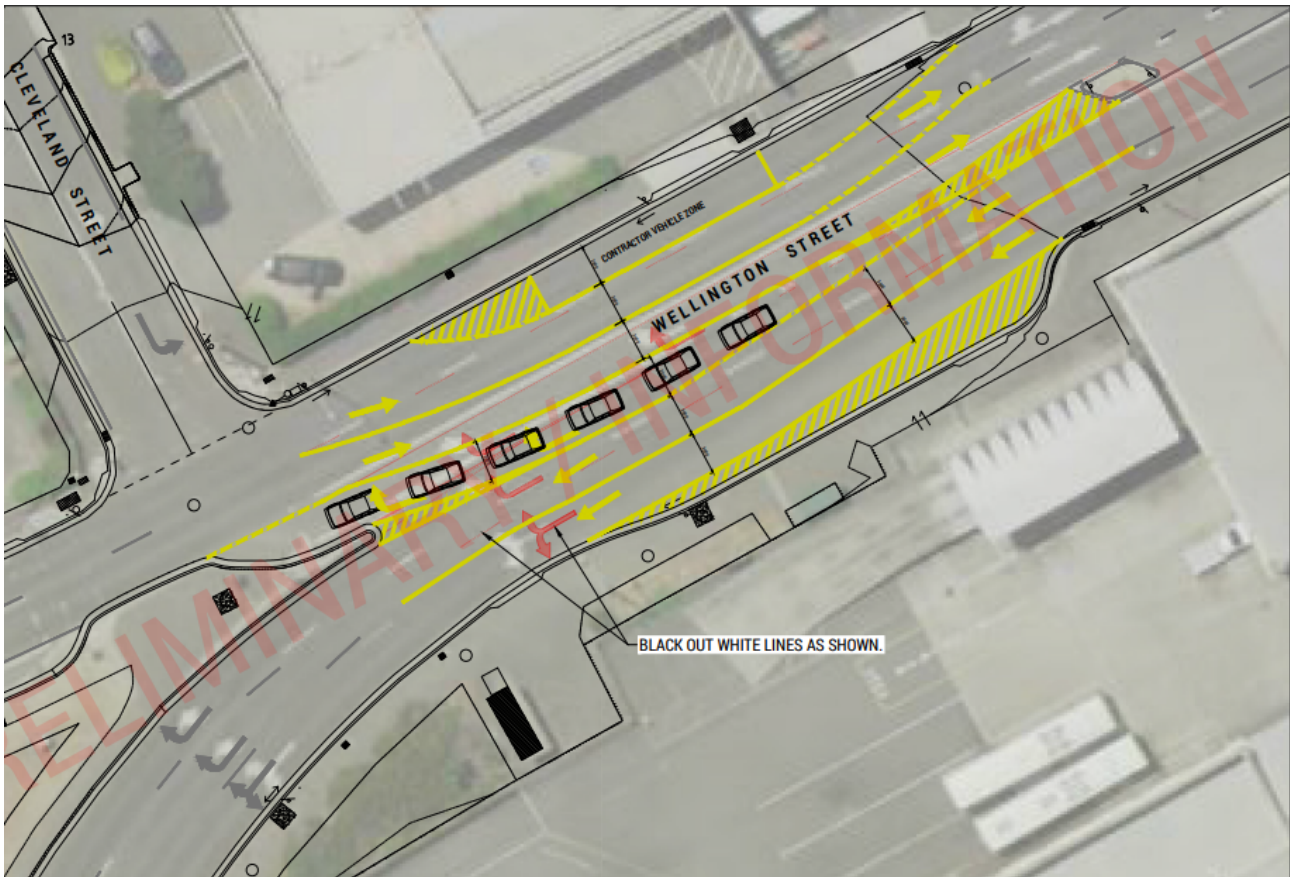


Figure 3: Temporary Line Marking Plan



Figure 4: Road Occupation in Place

On the 3 November 2023, The Launceston Health Hub requesting road occupation permit fees to be waived for The Health Hub project.

It is noted that several other road occupation permits have been granted and paid for associated with construction at the Health Hub. These include:

Permit	Duration (Weeks)	Area (m <sup>2</sup> )	Total Fee
RDT0710/2024	0.5	60	\$155
RDT0671/2024	1	150	\$600
ORPR0050/2025	23	70	\$6440

It is also noted that the fees and charges associated with Occupation of Road Reserves, Parks and Public Reserves were reviewed and reconsidered at the Council Meeting 3 October 2024. These changes introduced weekly capping of fees as well as the introduction of a daily pro-rata rate for occupations less than a week. All historically issued fees were considered prior to these changes being proposed, including occupation RDT0703/2023 and the \$44,296 fee. This did not reduce as part of the changes, as the weekly fee is only \$632, and the overall fee is due to the duration of the occupation.

ORPR0050/2025 is the current road occupation permit and remains valid until 8 September 2025. This permit authorises a similar strategy to RDT0703/2023 in providing a loading zone. However, it has been observed that in recent months, the conditions outlined in ORPR0050/2025 have not been adhered to. Specifically, there has been unauthorized occupation involving the closure of an additional lane of southbound traffic on Wellington Street on multiple occasions, leading to significant congestion and numerous complaints from Council officers. It has been confirmed with the construction team that any road occupation beyond the authorised scope is considered illegal and may result in fines and other penalties. Discussions are ongoing with the construction team regarding a new application that may permit lane closures under certain circumstances. Notably, since 27 May 2025, there has been no reported or observed noncompliance with the permit conditions.

It is important to note that construction activity around the Health Hub area will continue over the coming years, in particular the construction of the private hospital at 213-215 and 217-229 Wellington Street. Cooperation from the construction team will be essential in providing a best-case scenario to reduce impacts of the construction on the general public.

#### **RISK IMPLICATIONS:**

The implications of waiving the fee require careful consideration. Waiving the fee would be inconsistent with the Council's established policy and would undermine its objective, which is to minimise the impact of construction occupation on road reserves by reducing both the area and duration of such occupations. Additionally, there is a risk that granting a waiver could create expectations for future waivers and might also suggest that the significance of this land occupation on the community is being undervalued.

#### **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:**

Waiving the fee would result in a reduction of revenue for the Council, which then reduces the funding available for maintaining and improving public infrastructure. It is also important to consider long-term financial sustainability of a precedent of waiving road occupation fees.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

1. 247 Wellington Street - Request to Waive Road Occupation Fees [**19.4.1** - 2 pages]

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**20. DELIVERY AND PERFORMANCE**

**20.1. 2024/2025 Budget - Budget Amendments**

**FILE NO:** SF6817/SF7334

**AUTHOR:** Samuel Kelty (Senior Leader Finance)

**APPROVER:** Nathan Williams (Executive Leader Delivery and Performance)

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**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 during 1 May 2025 to 31 May 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) Expenses
      - i. the net increase in operations expenditure of \$121,591.
    - (b) Capital Works Expenditure
      - i. the decrease in the Council's funded expenditure of \$121,591.
  2. notes that amendments from Recommendation 1. result in:
    - (a) the operating deficit being amended to \$1,605,706 (including capital grants of \$19,220,962 and other adjustments of \$5,000,000) for 2024/2025.
    - (b) the capital budget being decreased to \$46,535,063 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 May 2025 to 31 May 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.

	<b>Operation s\$'000</b>	<b>Capital \$'000</b>
<b>Statutory Budget as 01/07/2024</b>	(3,065)	26,911
Adjustments Approved by Council to 30/04/2025	15,802	19,746
Balance Previously Advised as at 30/04/2025	<u>12,737</u>	<u>46,657</u>

Amendments

Additional Council Funds	0	0
Capital to Operations	(345)	(345)
Operations to Capital	223	223
External Funds	0	0
External Funds Not Received	0	0
<b>Statutory Budget as at 31/05/2025</b>	<u><b>12,615</b></u>	<u><b>46,535</b></u>

Underlying Results Adjustment

Deduct Capital Grants and Contributions	(19,221)
Deduct Tamar Estuary River Health Action Plan	5,000
<b>Underlying Operating Budget Surplus/(Deficit)</b>	<u><b>(1,606)</b></u>

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

Details of the amendments are as follows:

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

<b>Project Number</b>	<b>Project Description</b>	<b>Current Approved Amount</b>	<b>Transfer From</b>	<b>Transfer To</b>	<b>New Budget</b>
CP24704	Hoblers Bridge Rd to Henry St Link Road	\$175,000	\$175,000	\$0	\$0
CP24725	Growth Area – Planning and Infrastructure	\$266,228	\$10,717	\$0	\$255,511
OP25468	OPM2025 Roads Transfers from Capital	\$0	\$0	\$185,717	\$185,717
	<b>TOTALS</b>	<b>\$441,228</b>	<b>\$185,717</b>	<b>\$185,717</b>	<b>\$441,228</b>

**The project scope of works:**

Work undertaken on project CP24704 – Hoblers bridge Road to Henry St Link Road, does not meet requirements under Council's Capitalisation Framework document. As these costs cannot be capitalised, the actuals have been moved to the operations area and require the matching budget amount to be transferred to the applicable operations project.

Project 24704 – Hoblers Bridge Road to Henry St Link Road was completed above planned budget. Additional complexity in design arose from landslip management and the intersection of configuration requirements. A budget transfer from project 24725 – Growth Area – Planning and Infrastructure is required. Officers will continue to work through the conceptual materials, business case and project management planning activities to enable further deliberation of Council.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24233	South Prospect – Link Road & Stormwater	\$159,158	\$159,158	\$0	\$0
OP25469	OPM2025 Road & Stormwater Tsfm from Cap	\$0	\$0	\$159,158	\$159,158
	<b>TOTALS</b>	<b>\$159,158</b>	<b>\$159,158</b>	<b>\$159,158</b>	<b>\$159,158</b>

**The project scope of works:**

Work undertaken on project 24233 - South Prospect - Link Road & Stormwater, does not meet the requirements under the Council's Capitalisation Framework Document. As these costs cannot be capitalised, the actuals have been moved to the operations area and require a matching budget amount to be transferred to the applicable operations project.

Capital to Operations	Operations	Capital
OPM2025 Roads Transfers from Capital	\$185,717	(\$185,717)
OPM2025 Road & Stormwater Transfers from Capital	\$159,158	(\$159,158)
<b>TOTALS</b>	<b>\$344,875</b>	<b>(\$344,875)</b>

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OP22675	I&E Levee Management	\$587,998	\$85,408	\$0	\$502,590
CP24733	Penstock Pneumatic Nutrunners	\$0	\$0	\$32,278	\$32,278
CP24731	Hope St Tide Flap Renewal	\$0	\$0	\$53,130	\$53,130
	<b>TOTALS</b>	<b>\$587,998</b>	<b>\$85,408</b>	<b>\$85,408</b>	<b>\$587,998</b>

**The project scope of works:**

Important assets for flood protection, one tide flap and all existing penstock closure tools are at the end of their usable life and require renewal. These works have been determined to be capital in nature and therefore require budget to be transferred from Levee Management project in operations to undertake these purchases.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OP25408	Pipers River Bridge 107 - Underwood Rd	\$90,000	\$42,306	\$0	\$47,694
CP24701	Johnston Road Reconstruction	\$639,000		\$42,306	\$681,306
	<b>TOTALS</b>	<b>\$729,000</b>	<b>\$42,306</b>	<b>\$42,306</b>	<b>\$729,000</b>

**The project scope of works:**

Pipers River Bridge was successfully completed under the budget forecast. The remainder of the budget for these projects will be reallocated to the Johnston Road Reconstruction Project. All funds are received through the Roads to Recovery Program, and there are no changes to Council allocation.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
OP25405	Prossers Forest Rd Zebra Cross	\$45,000	\$45,000	\$0	\$0
OP45968	I&E Street Lighting Management	\$1,238,392	\$50,570	\$0	\$1,187,822
CP24737	Prossers Forest Road Pedestrian Crossing	\$0	\$0	\$95,570	\$95,570
	<b>TOTALS</b>	<b>\$1,283,392</b>	<b>\$95,570</b>	<b>\$95,570</b>	<b>\$1,283,392</b>

**The project scope of works:**

Operational Project 25405 – Prossers Forest Road Zebra Crossing satisfies the requirements under the Council's Capitalisation Framework Document. Project costs can be capitalised and the current budget will be transferred to the new Capital Project 24737 – Prossers Forest Road Pedestrian Crossing. \$30,000 of these funds have been externally provided through the Vulnerable Road User Program. Budget will be transferred from Operational Project 45968 – I&E Street Lighting Management, to fund the street lighting component of Project 24737 - Prossers Forest Road Pedestrian Crossing.

Operations to Capital	Operations	Capital
Penstock Pneumatic Nutrunners	(\$32,278)	\$32,278
Hope St Tide Flap Renewal	(\$53,130)	\$53,130
Johnston Road Reconstruction	(\$42,306)	\$42,306
Prossers Forest Road Pedestrian Crossing	(\$95,570)	\$95,570
<b>TOTAL</b>	<b>(\$223,284)</b>	<b>\$223,284</b>



## 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
CP24613	Lilydale & Golconda Road Safety Improvement Program	\$916,184	(\$32,937)	\$883,247	Decrease
CP24734	Tulloch Street Surface Renewal	\$0	\$32,937	\$32,937	Increase
CP24609	St Leonards Sports Hall Access Ramp	\$200,000	(\$12,763)	\$187,237	Decrease
CP24571	Road Safety Centre Stabilisation Stg 3/4	\$2,195,422	\$12,763	\$2,208,185	Increase
CP24703	Upper York Street Reconstruction	\$100,000	(\$12,262)	\$87,738	Decrease
CP24701	Johnston Road Reconstruction	\$639,000	\$12,262	\$651,262	Increase
CP24636	Community Hall Renewal Program 24/25	\$634,416	(\$252,000)	\$382,416	Decrease
CP24722	Dogs Home of Tasmania - Adoption Yard Fencing	\$0	\$130,000	\$130,000	Increase
CP24542	YMCA Provision for upgrade	\$250,000	\$122,000	\$372,000	Increase
CP24679	LCH – Investigations & Design	\$1,000,000	(\$62,262)	\$937,738	Decrease
CP24349	Birch Avenue & Churchill Park facilities	\$1,650,000	\$62,262	\$1,712,262	Increase
CP24679	LCH – Investigations & Design	\$937,738	(\$300,000)	\$637,738	Decrease
CP24565	Royal Park Skate Park Upgrade	\$520,000	\$100,000	\$620,000	Increase
CP24735	Pump Track – Landscaping Works	\$0	\$200,000	\$200,000	Increase
CP24389	LA Heated Water Distribution 23/24	\$48,566	(\$10,231)	\$38,335	Decrease
CP24525	LA LAFit Strength Equipment Replacement	\$100,000	(\$6,715)	\$93,285	Decrease
CP24639	LA Plant & Equipment Renewal 24/25	\$70,653	(\$18,758)	\$51,895	Decrease
CP24664	LA Internal finishes & Fittings 24/25	\$97,181	(\$39,296)	\$57,885	Decrease
CP24726	LA Efficient Electrification	\$0	\$75,000	\$75,000	Increase
	<b>TOTALS</b>	<b>\$9,359,160</b>	<b>\$0</b>	<b>\$9,359,160</b>	



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

<b>Project Number</b>	<b>Project Description</b>	<b>Current Approved Amount</b>	<b>Transfer From</b>	<b>Transfer To</b>	<b>New Budget</b>
CP24613	Lilydale & Golconda Road Safety Improvement Program	\$916,184	\$32,937	\$0	\$883,247
CP24734	Tulloch Street Surface Renewal	\$0	\$0	\$32,937	\$32,937
CP24609	St Leonards Sports Hall Access Ramp	\$200,000	\$12,763	\$0	\$187,237
CP24571	Road Safety Centre Stabilisation Stg 3/4	\$2,195,422	\$0	\$12,763	\$2,208,185
	<b>TOTALS</b>	<b>\$3,311,606</b>	<b>\$45,700</b>	<b>\$45,700</b>	<b>\$3,311,606</b>

**The project scope of works:**

Recently a request was made to the funding body for some minor changes to the projects submitted to the Local Roads and Community Infrastructure (LRCI) program - Phase 4:

Due to contractor availability, the line marking works to be undertaken on the Lilydale & Golconda Road project have been deferred until next financial year. As the LRCI funds need to be expended prior to 30th June 2025, an alternative project of Tulloch Street Surface Renewal has been submitted to utilise the funds not able to be expended on the Lilydale & Golconda Road project. The St Leonards Sports Hall Access Ramp project has now been completed below budget; this has enabled the excess funds to be moved across to the Road Safety Centre Stabilisation project which has come in over budget. This budget amendment moves the LRCI funding to the relevant projects now that these minor changes have been approved by the funding body.

<b>Project Number</b>	<b>Project Description</b>	<b>Current Approved Amount</b>	<b>Transfer From</b>	<b>Transfer To</b>	<b>New Budget</b>
CP24703	Upper York Street Reconstruction	\$100,000	\$12,262	\$0	\$87,738
CP24701	Johnston Road Reconstruction	\$639,000	\$0	\$12,262	\$651,262
	<b>TOTALS</b>	<b>\$739,000</b>	<b>\$12,262</b>	<b>\$12,262</b>	<b>\$739,000</b>

**The project scope of works:**

Upper York Street Reconstruction was successfully completed under the budget forecast. The remainder of the budget for these projects will be reallocated to the Johnston Road Reconstruction Project. All funds are received through the Roads to Recovery Program, and there are no changes to Council allocation.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24636	Community Hall Renewal Program 24/25	\$634,416	\$252,000	\$0	\$382,416
CP24722	Dogs Home of Tasmania - Adoption Yard Fencing	\$0	\$0	\$130,000	\$130,000
CP24542	YMCA Provision for upgrade	\$250,000	\$0	\$122,000	\$372,000
	<b>TOTALS</b>	<b>\$884,416</b>	<b>\$252,000</b>	<b>\$252,000</b>	<b>\$884,416</b>

**The project scope of works:**

Urgent works were required to replace the adoption yard fencing at the animal pound facility which is tenanted by Dogs Home of Tasmania. These works have now been completed, and this budget transfer is required for the capital project. Tenders have closed on works identified to be undertaken at the ex-YMCA building at 8A Blaydon Street, Kingsmeadows. The pricing has come in over the current budgeted funds and therefore additional budget needs to be sourced to enable the works to go ahead. Works which were required for the current year on the Community Hall Renewal Project have now been completed, which has made funds available to transfer across to both the Dogs Home of Tasmania adoption yard fencing project and the YMCA upgrade project.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24679	LCH – Investigations & Design	\$1,000,000	\$62,262	\$0	\$937,738
CP24349	Birch Avenue & Churchill Park facilities	\$1,650,000	\$0	\$62,262	\$1,712,262
	<b>TOTALS</b>	<b>\$2,650,000</b>	<b>\$62,262</b>	<b>\$62,262</b>	<b>\$2,650,000</b>

**The project scope of works:**

The Birch Avenue & Churchill Park Facilities project has a scope of work remaining to deliver additional toilets at the Churchill Park Sports Field. A budget shortfall exists to progress in the completion of the toilets.

To ensure the Council can undertake these important works, a review has identified that the budget can be reallocated from the Launceston City Heart (LCH) - Investigations & Design Project. The full program of works for the LCH will not be undertaken this financial year and will be assessed in a future budget.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24679	LCH – Investigations & Design	\$937,738	\$300,000	\$0	\$637,738
CP24565	Royal Park Skate Park Upgrade	\$520,000	\$0	\$100,000	\$620,000
CP24735	Pump Track – Landscaping Works	\$0	\$0	\$200,000	\$200,000
	<b>TOTALS</b>	<b>\$1,520,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$1,520,000</b>

**The project scope of works:**

Royal Park Skate Park Upgrade project is currently underway, with completion of detailed design and tender process (in post-tender stage). The tender process has identified a shortfall of funds to be able to complete the project, including an access path for trucks from home Point Parade through to Skate Park. Therefore, additional funding is being requested for \$100,000. Now that the Pump Track project is complete, the Council has identified the opportunity to landscape the surrounding area line with riverbend Park including trees, seating, shelter, shade and bike amenities which are estimated to be \$200,000.

It has been identified that a budget is available from the current project for investigations and design of the Launceston City Heart and it is therefore requested that the above project receive funding from this project.

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24389	LA Heated Water Distribution 23/24	\$48,566	\$10,231	\$0	\$38,335
CP24525	LA LAFit Strength Equipment Replacement	\$100,000	\$6,715	\$0	\$93,285
CP24639	LA Plant & Equipment Renewal 24/25	\$70,653	\$18,758	\$0	\$51,895
CP24664	LA Internal finishes & Fittings 24/25	\$97,181	\$39,296	\$0	\$57,885
CP24726	LA Efficient Electrification	\$0	\$0	\$75,000	\$75,000
	<b>TOTALS</b>	<b>\$316,400</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$316,400</b>

**The project scope of works:**

The sustainability team was successful in a grant application for the center to upgrade pool pumps, our BMS, and to do power factor correction. The total project is approximately \$150,000 and the grant is for 50% funding over two years. The original deadline for the first 2 stages (pumps & BMS) was 30 June 2025 however we are still waiting on the executed agreement from the government. This is now not achievable operationally as there is a large lead time on the pumps. This grant will become available part way through the year, so we have found our portion of funding out of our existing capital projects which has been completed, and the remaining budget can be used to fund CP24726 LA Efficient Electrification.

**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 Executive Leader have no interests to declare in this matter.

**ATTACHMENTS:**

Nil

## 20.2. 2025/2026 Fees and Charges Amendments

**FILE NO:** SF2968

**AUTHOR:** Samuel Kelty (Senior Leader Finance)

**APPROVER:** Nathan Williams (Executive Leader Delivery and Performance)

### DECISION STATEMENT:

To consider changes to the adopted Fees and Charges for 2025/2026

### RELEVANT LEGISLATION:

*Local Government Act 1993 (Tas)*

### PREVIOUS COUNCIL CONSIDERATION:

Council – 17 April 2025 - 20.4 - Fees and Charges 2025/2026

Workshop - 22 May 2025 – 1.8 - Rate Modelling 2025 2026

### RECOMMENDATION:

That Council:

1. 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 2025/2026 as listed below:

624	CBD Kerbside collection service annual fee per annum (140L waste, 240L Recycling) Non refundable	GST Exempt (Div 81)	\$225.00
625	CBD Kerbside collection service annual fee per annum (240L waste, 240L Recycling) Non Refundable	GST Exempt (Div 81)	\$380.50
548	Lost ticket	Taxable	\$19.50
New	Multi-Storey – overnight parking fee	Taxable	\$2.00
155	Permit for monumental work	GST Exempt (Div 81)	\$196.00
169	Use of Chapel for Committal Only (30 minutes)	Taxable	\$75.00
171	Cremation Insertion Viewing	Taxable	\$75.00
629	Special excavation - (\$1,540 min charge - 4 hrs) per hour	Taxable	\$385.00

### REPORT:

The above fees need to be changed from the versions adopted by Council on 17 April 2025 for various reasons. The originally adopted fees are included below, followed by individual reasons for the required changes. Please note some numbering has changed to correct some issues identified with fee numbers.

As adopted;

35	CBD Kerbside collection service annual fee per annum (140L waste, 240L Recycling) Non refundable	GST Exempt (Div 81)	TBD
36	CBD Kerbside collection service annual fee per annum (240L waste, 240L Recycling) Non Refundable	GST Exempt (Div 81)	TBD
583	Lost ticket	Taxable	\$19.50
155	Permit for monumental work	GST Exempt (Div 81)	\$196.00
169	Use of Chapel for Committal Only (30 minutes)	Taxable	\$75.00
171	Cremation Insertion Viewing	Taxable	\$75.00
594	Special excavation - (\$1,540 min charge - 4 hrs) per hour	Taxable	\$385.00

Fee numbers 624 and 625 are set as equal to the Waste Management Charges (Bin Charge) and are set as part of the annual rates setting process. As a result, fees 624 and 625 are not available when the Fees and Charges listing is adopted by Council and now must be amended.

When preparing to implement fees for the next financial year, it was discovered the system calculation for fee 548 was not possible and the amount needed to change to \$19.50 from the adopted \$17. It was also discovered that the overnight parking fee had been excluded from the adopted schedule due to an administrative error and needs to be adopted by council.

Fee number 155 was not included on 12 December 2024 when a number for fees were brought to council to change the GST status following a released determination from the Australian Taxation Office, this fee needs its GST status to be amended to GST Exempt rather than Taxable which was adopted by Council on 17 April 2025. While preparing to implement fees for the next financial year, staff at Carr Villa Memorial Park noted a disparity in fees for the use of the chapel for 30 minutes and propose to change fees 169 and 171 to \$75 from \$73 for consistency.

Fee number 594 had not had the description updated and did not reflect the new fee amount, while the fee adopted was correct, the description could be misleading and needs to be changed.

#### **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.
5. To maintain a financially sustainable organisation.

**BUDGET AND FINANCIAL IMPLICATIONS:**

There are currently 460 bins in the CBD paying for the kerbside collection service, generating \$140,084 in revenue to cover the cost of collection and disposal of that service.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

Nil

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### 20.3. 2025/2026 Rating Framework

**FILE NO:** SF7153/SF0521

**AUTHOR:** Samuel Kelty (Senior Leader Finance)

**APPROVER:** Nathan Williams (Executive Leader Delivery and Performance)

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#### **DECISION STATEMENT:**

To consider adoption of the Rating Framework for the financial year ending 30 June 2026.

*This decision requires an absolute majority of Council pursuant to Part 9 of the Local Government Act 1993 (Tas), .*

#### **RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)  
Valuation of Land Act 2001 (Tas)  
Fire Service Act 1979 (Tas)  
Waste and Resource Recovery Act 2022 (Tas)*

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

Workshop - 7 November 2024 – LTFP, Budget 2025/2026 & Investment Governance Review  
Workshop - 12 December 2024 – 2025/2026 Budget  
Workshop - 27 February 2025 – Budget and Annual Plan 2025/2026 Update  
Workshop - 13 March 2025 – Fees and Charges 2025/2025  
Workshop - 20 March 2025 – Proposed Annual Plan and Budget 2025/2026  
Workshop - 15 May 2025 - Budget 2025/2026  
Workshop - 22 May 2025 - Annual Plan and Budget 2025/2026 public consultation feedback and review  
Workshop - 22 May 2025 - Rates Modelling and Budget 2025/2026  
Workshop - 5 June 2025 – Budget and Rates Modelling 2025/2026

#### **RECOMMENDATION:**

That Council by absolute majority:

1. pursuant to Part 9 of the *Local Government Act 1993* (Tas), adopts the following Rating Framework for the financial year ending 30 June 2026:



## ***Rating Resolution***

### **1. GENERAL RATE:**

- 1.1 Pursuant to sections 90 and 91 of the *Local Government Act 1993* (Tas), Council makes the following general rate on all rateable land (excluding land which is exempt pursuant to the provisions of section 87) within the municipal area of Launceston for the period commencing 1 July 2025 and ending 30 June 2026, which consists of two components as follows:
- (a) a rate of **5.4088** cents in the dollar of the assessed annual value of the land; and a fixed charge of **\$360.00**.
- 1.2 Pursuant to section 107(1) and (2) of the *Local Government Act 1993* (Tas), by reason of:
- (a) the use or non-use of any land which is within the municipal area; and  
(b) the locality of the land;

Council declares, by absolute majority, that component 1.1(a) of the General Rate is varied for the financial year as follows:

- (i) for land used for commercial purposes, the rate is varied by **increasing** it by **1.5979** cents in the dollar to **7.0067** cents in the dollar of the assessed annual value of the land;
- (ii) for land used for industrial purposes, the rate is varied by **increasing** it by **0.8926** cents in the dollar to **6.3014** cents in the dollar of the assessed annual value of the land;
- (iii) for land used for public purposes, the rate is varied by **increasing** it by **0.8023** cents in the dollar to **6.2111** cents in the dollar of the assessed annual value of the land;
- (iv) for land used for primary production purposes, the rate is varied by **decreasing** it by **0.3045** cents in the dollar to **5.1043** cents in the dollar of the assessed annual value of the land;
- (v) for land used for sporting or recreation facilities, the rate is varied by **increasing** it by **0.3576** cents in the dollar to **5.7664** cents in the dollar of the assessed annual value of the land;
- (vi) for land used for quarrying or mining, the rate is varied by **decreasing** it by **1.6432** cents in the dollar to **3.7656** cents in the dollar of the assessed annual value of the land; and
- (vii) for land which is vacant land, the rate is varied by **decreasing** it by **1.1700** cents in the dollar to **4.2388** cents in the dollar of the assessed annual value of the land.

### **MAXIMUM PERCENTAGE INCREASE**

- 1.3 Pursuant to section 88A of the *Local Government Act 1993* (Tas), Council by absolute majority, sets a maximum percentage increase cap on component 1.1(a) of the general rate of 500% where that increase has occurred as a result of municipal revaluation undertaken in accordance with section 20 of the *Valuation of Land Act 2001*.

- 1.4 That pursuant to section 107 of the *Local Government Act 1993* (Tas), Council declares by absolute majority, that the maximum percentage cap referred to in 1.4 above is varied to 20% for all land which is used or predominantly used for residential purposes.

## 2. SERVICE CHARGES - WASTE MANAGEMENT SERVICE:

Pursuant to section 94, of the *Local Government Act 1993* (Tas), Council makes the following service charges on all rateable land within the municipal area of Launceston (including land which is otherwise exempt from rates pursuant to section 87 but excluding land owned by the Crown to which the Council does not supply any of the following services) for the period commencing 1 July 2025 and ending on 30 June 2026, namely:

- 2.1 Service charges for waste management in respect of all land to which the Council supplies different waste management services comprising:  
the supply of mobile garbage bins;  
the supply of a recycling service;

as follows:

- (i) **\$177.50** for an existing 85 litre mobile garbage bin and one recycle bin;
- (ii) **\$225.00** for a 140 litre mobile garbage bin and one recycle bin;
- (iii) **\$380.50** for a 240 litre mobile garbage bin and one recycle bin; and

- 2.2 In respect of the service charges for waste management:

- (a) if any land to which the waste management service is supplied is the subject of separate rights of occupation which are separately valued by the Valuer-General pursuant to section 11(3)(c) of the *Valuation of Land Act 2001*, then the charge applies to each such separate occupation;
- (b) pursuant to section 94(3) of the *Local Government Act 1993* (Tas), Council by absolute majority, declares that the service charge varies within different parts of the municipal area by reference to the use or predominant use of land as follows:
  - (i) for all land used for residential purposes where there is more than one separate right of occupation which is separately valued in the valuation list prepared under the *Valuation of Land Act 2001*, and where the rate payer has elected by notice in writing delivered to the Chief Executive Officer on or before the 1 July 2025, not to have a waste management service, then the service charge is varied to **Nil**;
  - (ii) for all land which is used or predominantly used for commercial or industrial purposes, public purposes, primary production, sporting or recreation facilities, quarrying and mining purposes and where the rate payer in respect of that land elects by notice in writing delivered to the Chief Executive Officer on or before the 1st day of July 2025 not to have a waste management service, then the service charge is varied to **Nil**.

- 2.3 A service charge for waste management services to offset a levy payable by the Council to the State Government under the *Waste and Resource Recovery Act 2022* (a Waste Management Levy Offset Service Charge) as follows:

\$22.40 in respect of all land to which the service charge for waste management applies pursuant to 2.1 and 2.2(a).

**3. SERVICE RATES - FIRE SERVICE:**

- 3.1 Pursuant to section 93A of the *Local Government Act 1993* (Tas), Council makes the following service rates in respect of the fire service contributions it must collect under the *Fire Service Act 1979* for the rateable parcels of land within the municipal area of Launceston (excluding land which is exempt pursuant to the provisions of section 87 of the *Local Government Act 1993* (Tas)) for the period commencing 1 July 2025 and ending on 30 June 2026, as follows:

DISTRICT	CENTS IN THE DOLLAR OF Assessed Annual Value
Launceston Permanent Brigade Rating District	1.01110
Lilydale Volunteer Brigade Rating District	0.27418
General Land	0.24551

- 3.2 Pursuant to section 93(3) of the *Local Government Act 1993* (Tas), Council sets a minimum amount payable in respect of this service rate of **\$50.00** for each rateable parcel of land within the municipal area of Launceston (excluding land which is exempt pursuant to the provisions of section 87 of the *Local Government Act 1993* (Tas)).

**4. SEPARATE LAND:**

- 4.1 Except where it is expressly provided to the contrary, for the purposes of these resolutions the rates and charges shall apply to each parcel of land which is shown as being separately valued in the valuation list prepared under the *Valuation of Land Act 2001*.

**5. ADJUSTED VALUES:**

- 5.1 For the purposes of each of these resolutions any reference to assessed annual value includes a reference to that value as adjusted pursuant to sections 89 and 89A of the *Local Government Act 1993* (Tas).

**6. INSTALMENT PAYMENT:**

- 6.1 Pursuant to section 124 of the *Local Government Act 1993* (Tas), Council:
- (a) decides that all rates are payable by all rate payers by four instalments which must be of approximately equal amounts.
  - (b) determines that the dates by which instalments are to be paid shall be as follows:
    - (i) the first instalment on or before 31 August, 2025;
    - (ii) the second instalment on or before 30 November, 2025;

- (iii) the third instalment on or before 31 January, 2026; and
- (iv) the fourth instalment on or before 30 April, 2026 .
- (c) if a ratepayer fails to pay any instalment within 21 days from the date on which it is due, the ratepayer must pay the full amount owing.

## 7. PENALTY AND INTEREST:

- 7.1 Pursuant to section 128 of the *Local Government Act 1993* (Tas), if any rate or instalment is not paid on or before the date it falls due then:
- (a) there is payable a penalty of **3.0%** of the unpaid rate or instalment; and
  - (b) there is payable a daily interest charge of **0.02054795% (7.5% per annum)** in respect of the unpaid rate or instalment for the period during which it is unpaid.

## 8. WORDS AND EXPRESSIONS:

Words and expressions used both in these resolutions and in the *Local Government Act 1993* (Tas) or the *Fire Service Act 1979*, have in these resolutions the same respective meanings as they have in those Acts.

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## REPORT:

This resolution serves the purpose of formally translating budgeted rates revenue for 2025/2026 into rates and charges, by setting the prices and conditions by which properties in the municipality are charged for rates and charges.

In 2025/2026, the Council proposes to increase rates revenue by 5.70%.

Council officers undertook detailed modelling of costs associated with delivering the proposed operational and capital works program for the 2025/2026 financial year. The initial recommendation from officers was that to fully fund Council's ambitious program for 2025/2026, an increase in rates revenue of 6.70% was recommended. This proposed budget and rate increase formed part of Council's draft Budget and Annual Plan which were released for public consultation in April 2025.

Recognising the ongoing cost of living pressures on the community and considering community feedback during the public consultation process, Councillors have given clear direction that a rate increase of 5.70% is the preferred option for this budget, as opposed to the initial Council officer recommendation of 6.70%.

This will result in Council adopting a deficit budget for the 2025/2026 financial year. While not a decision taken lightly, the deficit position is considered responsible and manageable given the current economic climate and is underpinned by a strong commitment to long term financial sustainability.

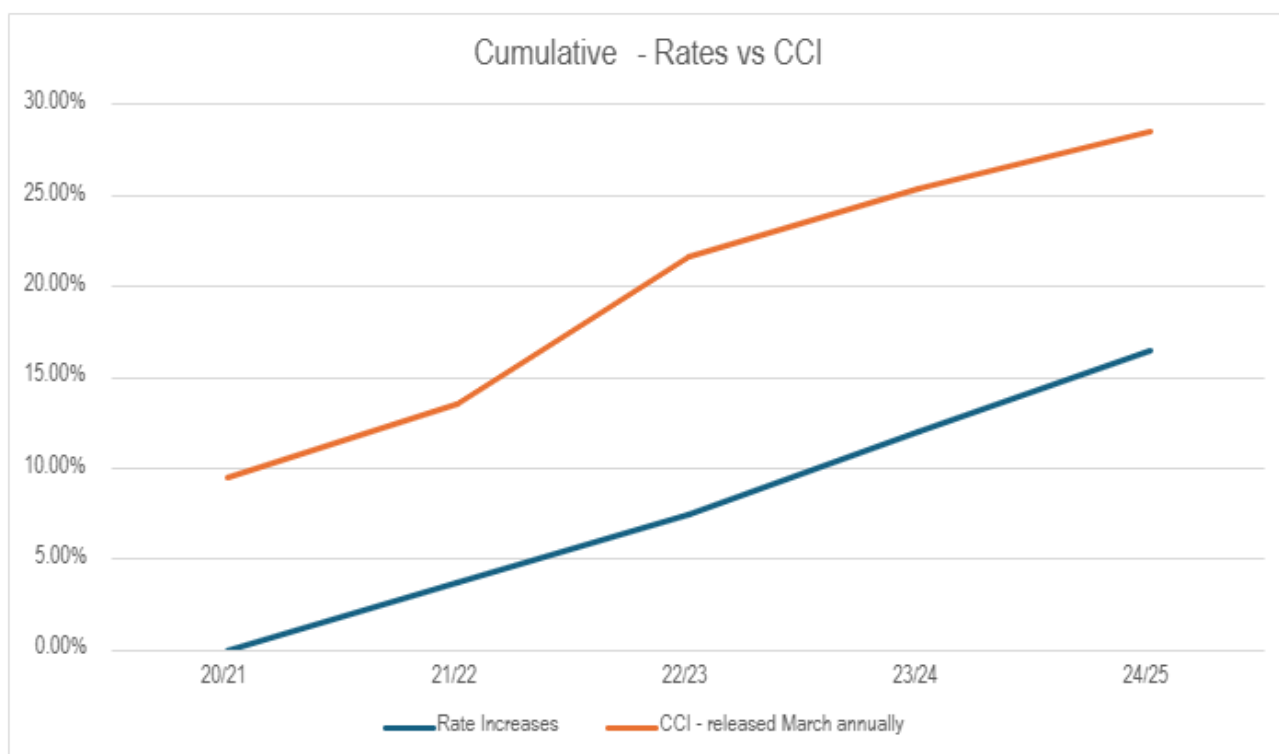
A revised Long Term Financial Plan (LTFP), due for approval in the coming months, will outline the pathway back to a balanced budget position.

Council is actively pursuing organisational efficiencies to reduce cost pressures and review service delivery. This includes embracing technological advancements to streamline processes, undertaking a comprehensive review of service levels across the organisation, and identifying opportunities to realign resources with community priorities in line with Council's ambitious and bold new Strategic Plan.

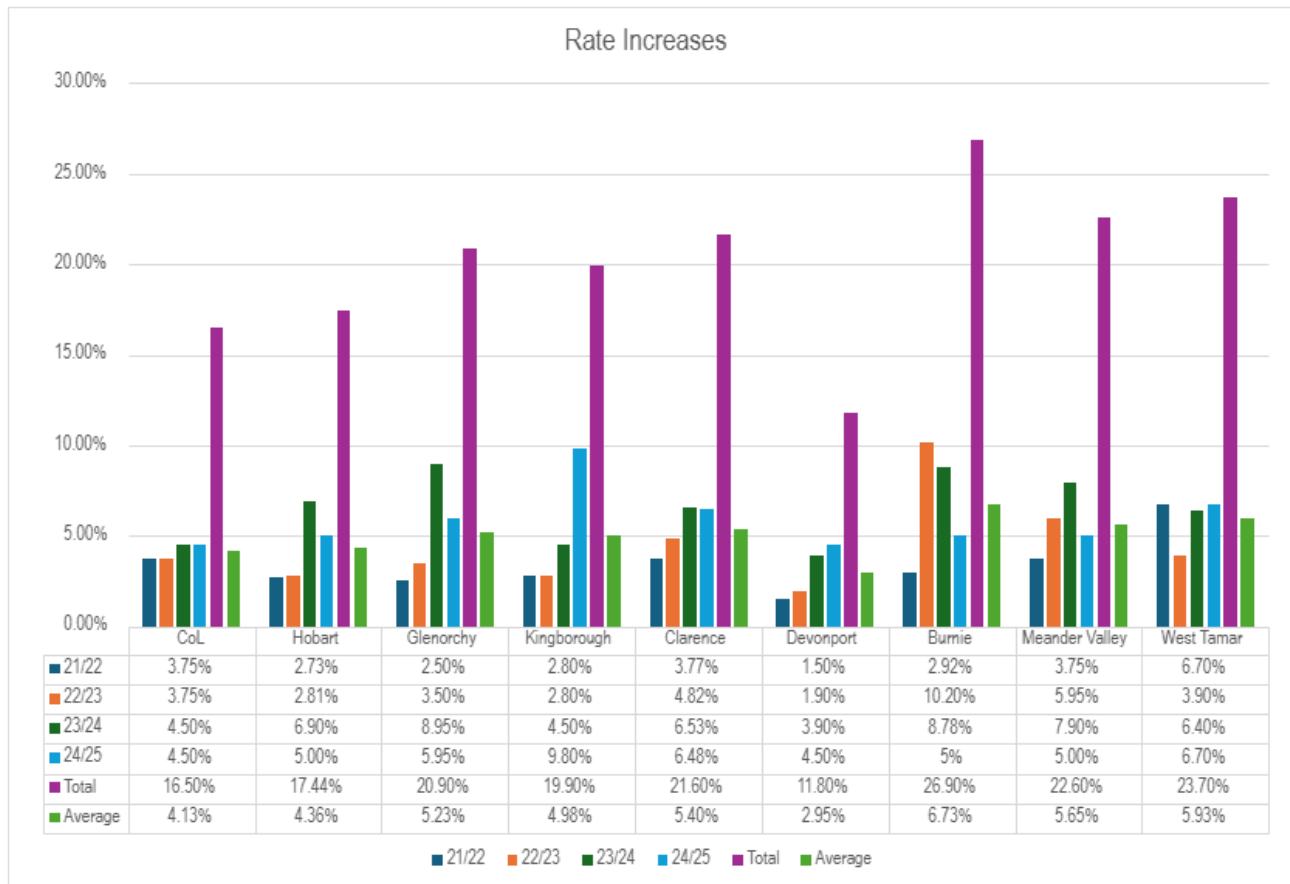
Council will continue to engage with the community throughout this process, ensuring transparency and maintaining a strong connection between the city's aspirations and the financial decisions that support them.

A long history of gradual rate increases, well below the Council Cost Index (CCI), has left City of Launceston with expenses that have outpaced its increase in revenue, creating an expectation of maintaining services levels while in real terms, the funds available to perform its existing services have been decreasing. This budget aims to provide necessary funding for these rising costs, while also delivering a raft of new investments and initiatives for the City.

The table below shows that City of Launceston rates have increased by over 12% less than CCI during the same period. Clearly, such a gap is not sustainable and this rate increase seeks to address this shortfall in revenue.



City of Launceston rate increases compare favourably with similar sized and neighbouring Councils in recent years, with an average rate increase of 4.13% being one of the lowest in Tasmania across this period, without compromising on service delivery.



The proposed rate increase delivers a projected underlying deficit of \$786,000 and an operating surplus of \$2,098,000. However, this deficit is used to generate a number of new services and initiatives, including;

- \$500,000 for new events and activations within the city
- \$200,000 for the implementation of the Urban Greening Strategy
- \$500,000 for residential growth area planning
- \$300,000 for planning for asset management of Council's significant building holdings
- \$100,000 for Heritage Interpretation Strategy
- \$150,000 for the development of a Flood Mitigation Plan
- \$100,000 for Housing diversity and car park utilisation
- \$90,000 for Public Art Strategy
- \$80,000 for review of Council CCTV
- \$50,000 for public art and graffiti prevention

Some significant inclusions in the Capital Works program are;

- \$6.4 million for the start of the Princess Theatre and Earl Arts Centre upgrade, a once-in-a-generation project and part of a multi-year project.
- \$5.5 million for the Launceston City Heart Design, a transformational project for the City of Launceston.
- \$2 million to begin the upgrade of the NTCA precinct for expanded community use.

- \$2 million for residential growth infrastructure in areas including St Leonards & Waverley, Alanvale and South Prospect, enabling thousands of new homes to be built.
- \$8.3 million for road resealing, resheeting and reconstruction to ensure our road network remains at a high standard expected by our community.
- \$1.1 million for footpath reconstruction to make Launceston more accessible for all.
- \$1.3 million for the renewal at Launceston Aquatic Centre including upgrades to interactive play equipment, the renewal of many tired parts of the centre, upgraded gym equipment and a refurbishment of the outdoor slide.
- \$0.45 million for Hoblers Bridge Netball Court Remediation

While an increase in revenue from rates of 5.7% is proposed, modelling shows this will result in an increase of 5.2% to the total rates notice of the median residential property in the municipality, an increase of around \$98 on the previous year. Or just under \$2 per week.

Waste Management Charges will also increase moderately due to rising collection and disposal costs, as well increasing risks and compliance costs associated with disposal to landfill. We have aimed to control rising cost as best possible, but charges will increase by an average of 4.7%. New charges will be;

- 85 litre bins \$177.50
- 140 litre bins \$225.00
- 240 litre bins \$380.50

The Fire Service Rate Charge imposed by the State Government and are charged by Council on a cost recovery basis will be increasing by around 6%, while Waste Management Levy Offset, charged to offset the State Government Levy payable by council on all waste disposed through landfill, will increase by \$0.15 per property that receives a kerbside waste service, due to an increase in State Levy.

The recommendation and resolution contained within this Agenda Item have been reviewed by an independent legal practitioner to ensure compliance with the Local Government Act 1993 (Tas), the Waste and Resource Recovery Act 2022 (Tas) and the Fire Service Act 1979 (Tas).

### **RISK IMPLICATIONS:**

The Rating Framework sets out the rates and charges for the 2025/2026 financial year and allows the Council to raise the required rates revenues to fund its capital and operation programs. Failure to adhere to this would mean the Council cannot deliver the level service expected by the community.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

The Council has a significant economic impact in the region through its revenue raising and spending. The budget contains specific projects and ongoing programs to improve environmental outcomes. The budget contains specific projects and ongoing programs to improve social outcomes. The structure distributes the rates accordingly to property values.

**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.

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.

**BUDGET AND FINANCIAL IMPLICATIONS:**

The rate resolution provides the legal authority to levy the rates as detailed in the Council's Statutory Estimates.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

Nil



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## 20.4. 2025/2026 Statutory Estimates (Budget)

**FILE NO:** SF7154

**AUTHOR:** Samuel Kelty (Senior Leader Finance)

**APPROVER:** Nathan Williams (Executive Leader Delivery and Performance)

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### DECISION STATEMENT:

To consider the adoption of the Council's Statutory Estimates for the financial year ending 30 June 2026.

*This decision requires an absolute majority of Council pursuant to section 82(2) of the Local Government Act 1993 (Tas).*

### RELEVANT LEGISLATION:

*Local Government Act 1993 (Tas)*

### PREVIOUS COUNCIL CONSIDERATION:

Workshop – 7 November 2024 – LTFFP, Budget 2025/2026 & Investment Governance Review

Workshop – 12 December 2024 – 2025/2026 Budget

Workshop - 27 February 2025 – Budget and Annual Plan 2025/2026 Update

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

Workshop – 20 March 2025 – Proposed Annual Plan and Budget 2025/2026

Workshop - 15 May 2025 - Budget 2025/2026

Workshop - 22 May 2025 - Annual Plan and Budget 2025/2026 public consultation feedback and review

Workshop - 22 May 2025 - Rates Modelling and Budget 2025/2026

Workshop – 5 June 2025 – Budget and Rates Modelling 2025/2026

### RECOMMENDATION:

That Council, by absolute majority:

1. pursuant to section 82(2) of the *Local Government Act 1993* (Tas), adopts:
  - (a) Estimated Revenue (including Capital Grants) \$150.3m
  - (b) Estimated Expenditure
    - Operating \$148.2m
    - Capital \$34.0m
  - (c) Estimated Borrowings
    - Loans - LGLP \$0.0m
  - (d) Estimated Capital Works
    - Council Funded \$31.1m
    - Externally Funded \$2.9m

2. pursuant to section 82(3)(a) of the *Local Government Act 1993* (Tas), adopts the Proposed Statutory Estimates for the financial year ending 30 June 2026 as detailed in Attachment 1 (Doc Set ID 5237174).

	2026 (\$m)	2025 (\$m)
Revenue	150.3	144.4
Revenue (excluding Capital Funds)	147.4	141.9
Expenditure	148.2	147.5
Expenditure (excluding non-cash costs)	120.7	120.4
Capital Funds (Council and External funded)	34.0	26.9
Council Funded Capital Works	31.1	24.4
External Funded Capital Works	2.9	2.6
Loan Borrowings (LGLP)	0.0	0.0
Loan Repayments (LGLP)	0.0	6.0

3. pursuant to section 82(3)(a) of the *Local Government Act 1993* (Tas), adopts the Proposed Capital Projects and Major Operational Projects for the financial year ending 30 June 2026 as detailed in Attachment 2 (Doc Set ID 5237213) and Attachment 3 (Doc Set ID 5237236) respectively.

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## REPORT:

The City of Launceston operates as a large and diverse organisation, employing 621 staff and managing an annual budget exceeding \$150 million. As the primary provider of local services, infrastructure, and facilities, Council plays a critical role in supporting the wellbeing and prosperity of the Launceston community.

This budget represents a bold investment in Launceston's future, delivering a \$34 million capital works program, along with \$3 million in major operational projects to enhance liveability, boost economic growth and strengthen community resilience. This increase also ensures the continued delivery of essential services like waste collection, road maintenance, and public health programs whilst supporting cultural landmarks, safer roads, greener spaces, and housing development, ensuring Launceston remains a vibrant and attractive place to live, work, and visit.

A key priority for the organisation is the delivery of a balanced budget that supports both current-day affordability and long-term financial sustainability. Council is committed to upholding the principle of intergenerational equity, ensuring that today's decisions do not impose an undue financial burden on future generations.

The scale and complexity of operations require sensible financial management and ongoing alignment between Council's Strategic Plan and approved strategies, community expectations, service delivery standards, and fiscal responsibility. The annual budget underpins this work, enabling the delivery of essential services while facilitating investment in infrastructure and strategic initiatives that shape Launceston's future.

Council engaged in a community consultation process prior to the final determination of the Annual Plan, Annual Budget and rating resolution for the 2025/2026 financial year. A total of 46 submissions were received during this consultation period and were considered by councillors at the Council Workshop held on 22 May 2025.

The Proposed Statutory Estimates for 2025/2026 forecasts an Underlying Deficit of \$0.786m. Including externally funded Capital Grants of \$2.884m, an Operating Surplus of \$2.098m is forecast.

Council has budgeted for a general rate increase of 5.70% in 2025/2026, along with 1.5% of growth in the rating base. While an increase in revenue from rates of 5.7% is proposed, modelling shows this will result in an increase of 5.2% to the total rates notice of the median residential property in the municipality, an increase of around \$98 on the previous year. Or just under \$2 per week.

Council officers undertook detailed financial modelling of costs associated with delivering the proposed operational and capital works program for the 2025/2026 financial year. The initial recommendation from officers was that to fully fund Council's ambitious program for 2025/2026, an increase in rates revenue of 6.70% was recommended. This proposed budget and rate increase formed part of Council's draft Budget and Annual Plan which were released for public consultation.

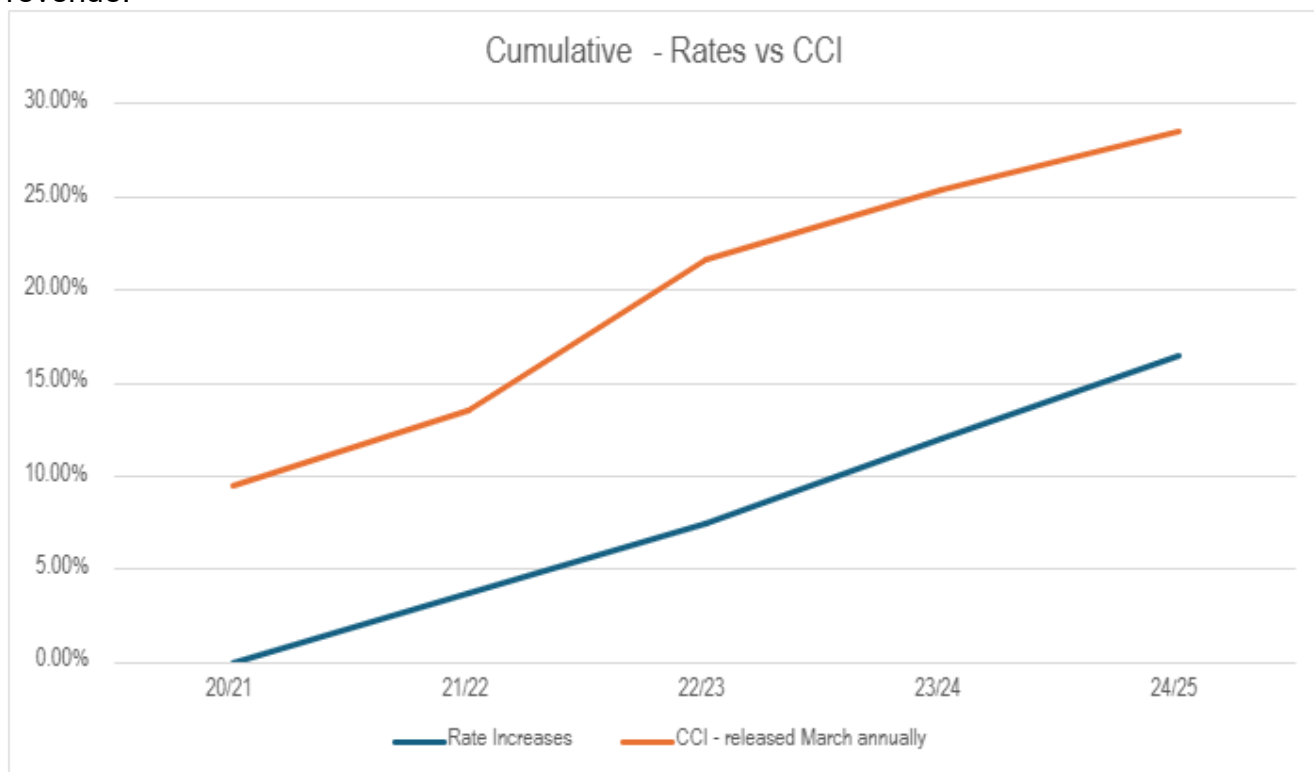
Recognising the ongoing cost of living pressures on the community and considering community feedback during the public consultation process, Councillors have given clear direction that a rate increase of 5.70% is the preferred option for this budget, as opposed to the initial Council officer recommendation of 6.70%.

This will result in Council adopting a deficit budget for the 2025/2026 financial year. While not a decision taken lightly, the deficit position is considered responsible and manageable given the current economic climate and is underpinned by a strong commitment to long term financial sustainability.

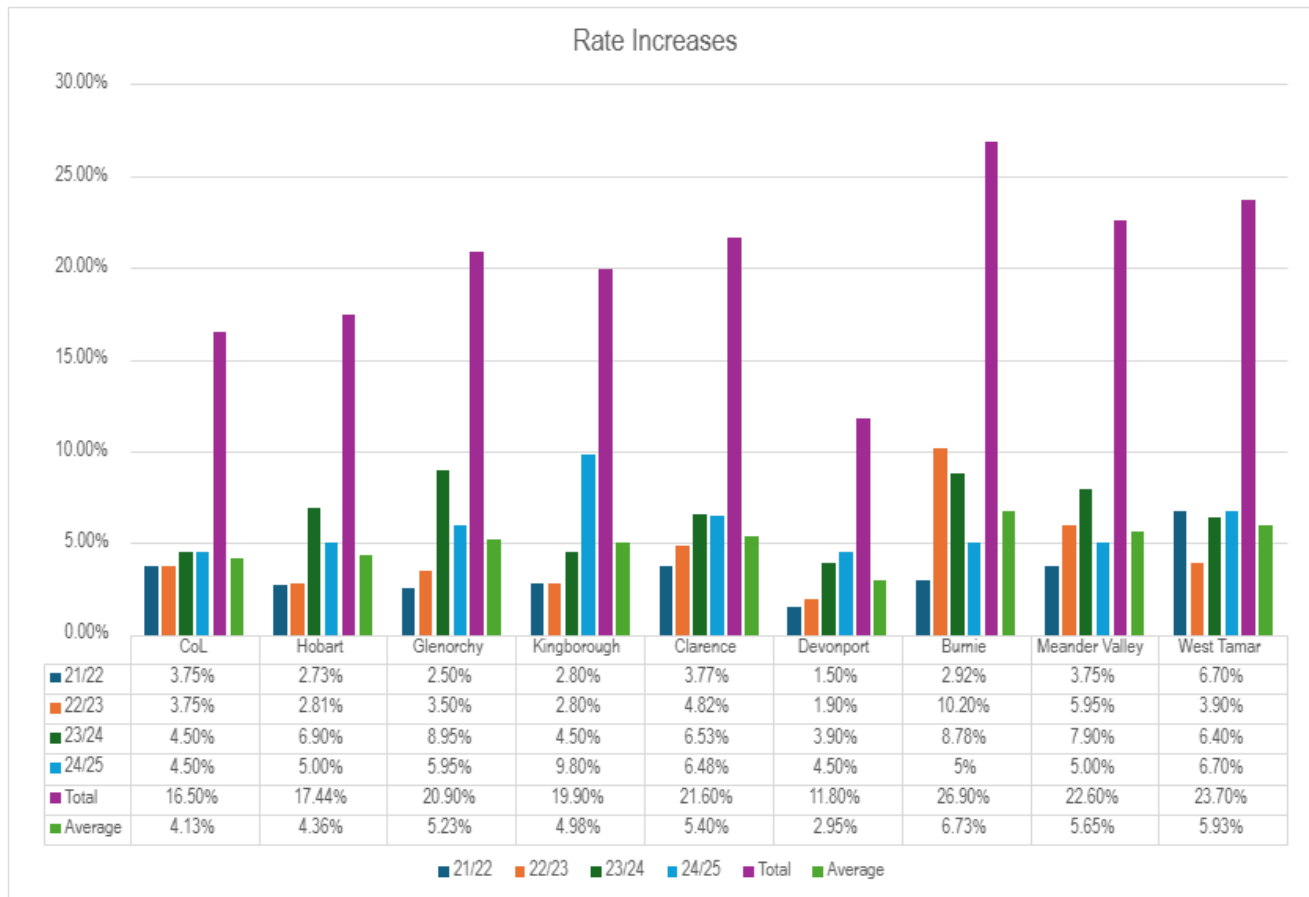
A revised Long Term Financial Plan (LTFP), due for approval in the coming months, will outline the pathway back to a balanced budget position. Council is actively pursuing organisational efficiencies to reduce cost pressures and review service delivery. This includes embracing technological advancements to streamline processes, undertaking a comprehensive review of service levels across the organisation, and identifying opportunities to realign resources with community priorities in line with Council's ambitious and bold new Strategic Plan. Council will continue to engage with the community throughout this process, ensuring transparency and maintaining a strong connection between the city's aspirations and the financial decisions that support them.

A long history of gradual rate increases, well below the Council Cost Index (CCI), which factors in the wage price index, consumer price index and construction costs, has left City of Launceston with expenses that have outpaced its increase in revenue. This has created an expectation of maintaining services levels while in real terms, the funds available to perform its existing services have been decreasing. This budget aims to provide necessary funding for these rising costs, while also delivering a raft of new investments, events, facilities and initiatives for Launceston.

The table below shows that City of Launceston rates have increased by over 12% less than CCI during the same period. Clearly, such a gap is not sustainable and this rate increase seeks to address this shortfall in revenue.



City of Launceston rate increases compare favourably with similar sized and neighbouring Councils in recent years, with an average rate increase of 4.13% being one of the lowest in Tasmania across this period, without compromising on service delivery.



Some significant inclusions in the Capital Works program are;

- \$6.4 million for the start of the Princess Theatre and Earl Arts Centre upgrade, a once-in-a-generation project and part of a multi-year project.
- \$5.5 million for the Launceston City Heart Design, a transformational project for the City of Launceston.
- \$2 million to begin the upgrade of the NTCA precinct for expanded community use.
- \$2 million for residential growth infrastructure in areas including St Leonards & Waverley, Alanvale and South Prospect, enabling thousands of new homes to be built.
- \$8.3 million for road resealing, resheeting and reconstruction to ensure our road network remains at a high standard expected by our community.
- \$1.1 million for footpath reconstruction to make Launceston more accessible for all.
- \$1.3 million for the renewal at Launceston Aquatic Centre including upgrades to interactive play equipment, the renewal of many tired parts of the centre, upgraded gym equipment and a refurbishment of the outdoor slide.
- \$0.45 million for Hobblers Bridge Netball Court Remediation

The detailed Capital Works program is provided as an attachment to this agenda item.

The Waste Management Charge continues to recover the cost of providing the service of collection, disposal and processing of landfill, recycling and FOGO (Food Organics and Garden Organics) within the municipality and at the Launceston Waste Centre.

Fees and Charges have generally increased by 6.7% and details are provided in the list of Fees and Charges for 2025/2026 which were approved by Council at its Meeting held on 17 April 2025. This increase is reflective of a fairer 'user pays' model in which there is a more equitable cost for the user of Council owned facilities and/or services and less reliance on rates revenue across to fund these facilities and/or services.

Interest Revenue is expected to remain strong, when compared with recent years, due to the forecasted Official Cash Rate and resultant investment returns on offer in line with Council's Investment Policy and Strategy. The Council continually monitors investment returns on offer and will continue to utilise Green Deposits for a percentage of the Council's cash holdings.

A full TasWater dividend, and additional repayment of dividends not paid at the height of the pandemic, has been budgeted for. The Council has budgeted for a dividend of \$350,000 from its ownership stake in the Launceston Airport Corporation based on advice received.

Labour costs have increased as compared to the previous year, both as a result of a 5% increase to existing staff salaries as a result of a Memorandum of Understanding while Council's new Enterprise Agreement is negotiated and finalised in 2025/26, and the addition of new roles within the organisation to meet operational needs and fulfill community expectations with regards to various service levels and to progress a number of Council approved strategic initiatives.

Depreciation is a significant non-cash expense and will continue to be affected by revaluation changes, revised estimates of the asset useful lives and the creation of new assets of the Council or externally funded projects that create new assets. Given the Council's substantial asset portfolio, depreciation continues to be a significant cost in each operational budget. As the price of consumables and inputs into the Council's assets increase, driving up the value of these assets, depreciation is expected to increase in line with these external factors.

Further commentary can be found in the detailed Statutory Estimates.

### **RISK IMPLICATIONS:**

In order to minimise risk, the use of a common framework to assess priorities, sound, transparent and defensible financial decisions and recommendations are possible. The risk program provides an effective and transparent prioritisation tool for decision making when long term and annual financial resource allocations are decided. This process contributes to the quality of the longer term financial plans of the Council (including the capital works and asset management programs) and assists in effective decision making in strategic planning which in part need to recognise the future implications of decisions.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

The Council has a significant economic impact on the region through its revenue raising and expenditure. The budget contains specific projects and ongoing programs to improve environmental and social outcomes.

**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 Statutory Estimates, Capital Projects Budget listing and Major Operational Projects Budget listing.

Council is reviewing its LTFP and expects to table an updated version for approval in the coming months. This will endeavor to chart a course to a sustainable underlying surplus in the short to medium term.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

1. 2025-2026 Statutory Estimates [**20.4.1** - 19 pages]
2. 2025-2026 Capital Projects [**20.4.2** - 2 pages]
3. 2025-2026 Major Operational Projects [**20.4.3** - 1 page]

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**20.5. 2025/2026 Rates and Charges Policy 23-Plx-010**

**FILE NO:** SF7153/SF0521

**AUTHOR:** Samuel Kelty (Senior Leader Finance)

**APPROVER:** Nathan Williams (Executive Leader Delivery and Performance)

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**DECISION STATEMENT:**

To consider the revised Rates and Charges Policy (23-Plx-010).

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*  
*Valuation of Land Act 2001 (Tas)*  
*Fire Services Act 1979 (Tas)*  
*Waste and Resource Recovery Act 2022 (Tas)*

**PREVIOUS COUNCIL CONSIDERATION:**

Considered annually.

**RECOMMENDATION:**

That Council:

1. pursuant to section 86B of the *Local Government Act 1993 (Tas)*, adopts the revised Rates and Charges Policy (23-Plx-010) as set out below:

***Rates and Charges Policy***

***PURPOSE:***

This Policy provides the rating framework that the Council has adopted for rates and charges.

The Policy is prepared in accordance with section 86B of the *Local Government Act 1993 (Tas)* (LGA 1993) and provides an overview of the rating framework that Council has adopted.

The Policy reflects the fundamental premise as set out in section 86A of the LGA 1993 that:

- (a) rates are a tax and not a fee for service; and
- (b) the value of land is an indicator of the capacity to pay.

The Council through the application of this Policy primarily levies rates based on property values with a contribution through fixed and service charges. The Policy also outlines the Council's approach to the provision of remissions and the management of the rate debt.



**SCOPE:**

The Policy sets out the Council's rates and charges (taxation) objectives in regard to:

- (a) Statutory compliance; and
- (b) Discretionary matters.

This document is a statement of policy and intent, it does not supersede or overrule the specific rating resolutions and policies that are determined by resolution of the Council.

**POLICY:**

**Rating Objectives**

To maintain an appropriate distribution of rates and charges consistent with the principles stated in this Policy with the objectives of:

- (a) Consistent and equitable treatment of all residents and ratepayers;
- (b) Achieving an appropriate mix and distribution of taxation from
  - i. rates based on property values, fixed and service charges and revenue from other sources; and
  - ii. different sectors (including land use categories and localities) within the municipality.
- (c) Managing the impact on ratepayers of changes in
  - i. the Council's funding requirements; and
  - ii. property valuations as reflected in municipal revaluations.
- (d) Using rate settings to support the achievement of strategic objectives.

**Rating Strategies and Methodologies**

The strategies and methodologies that have been developed consistent with the principles and rating objectives are as follows.

- The valuation methodology is based on assessed annual value.
- The inclusion of a general fixed charge (that is not based on a property's value) as a component of the general rate.
- The use of service charges for waste management (collection and processing) based on the capacity of the service provided.
- Transitional arrangements through the capping of rate increases for residential ratepayers when municipal revaluations occur. Transitional arrangements are also considered in other circumstances where there is the potential for a significant change in rates from a change in the Council's rating structure.
- Debt management policies and disincentives intended to encourage the timely payment of rates.
- The minimisation of rate remissions to support equitable outcomes for all ratepayers and for the remissions to be strategically targeted to address unintended consequences of legislation and policy.
- Exemptions based solely on the legislative provisions of section 87 of the LGA 1993.

### **Valuation Methodologies**

The Council has determined to use assessed annual value as the basis of rates (section 89A(2) of the LGA 1993) within the municipality. Valuations are arranged by the Office of the Valuer General. Municipal valuations occur on a six yearly cycle, with indexation adjustments made between the full revaluation every two years.

Supplementary valuations occur when additions or significant alterations are made to a property. The values are determined as though the alterations existed at the date of the last municipal revaluation, with effect from the date the works are completed.

### **Rating Structures and Differential Rates**

The Council uses the power provided by section 107 of the LGA 1993 to vary the rate based on property use. The property usage categories are residential, commercial, industrial, primary production, public (community) service, quarrying or mining, sport or recreation and vacant land (non-use).

### **Contribution Methodology**

Assessed annual value (AAV) is a differential valuation system where the AAV varies with the use and capital value of the property. Through this differential valuation system together with differential rates based on property usage the contribution from sectors of the municipality varies with changes in property values. The use of assessed annual value is consistent with the rating principles contained in section 86A of the LGA 1993.

### **Fixed Charge**

The Council has resolved to impose a fixed charge (section 91 of the LGA 1993) on each rateable property or tenancy, consistent with the legislation a minimum rate is not also levied. The application of a fixed charge recognises that all rateable properties should make a fixed contribution to the cost of the Council's operations and services. The application of a fixed charge reduces the rates that are raised based on property values. The Council recognises the regressive taxation effect of fixed charges and so limits the amount of the fixed charge. The total revenue raised from the fixed charge must not exceed an amount equal to 50% of the Council's general rates in each rating year.

### **Service Charges**

The Council imposes a service charge (section 94(1) of the LGA 1993) for waste management services. Waste management (the collection of waste and recycling materials) is a defined service for which a pay for use charge is appropriate.

Private operators provide specific services to a limited number of organisations where for operational reasons it is not practical or efficient to provide the Council managed service. These organisations are able to opt out of the Council arranged service.

The Council varies or applies different charges based on the capacity of the bins that are now available, this pricing strategy is intended to provide incentives to reduce waste, encourage recycling and reflect the cost of waste disposal.

The Council also imposes a service charge (section 94(1) of the LGA 1993) for waste management services to offset a levy payable by the Council to the State Government under the *Waste and Resource Recovery Act 2022* (the Waste Management Levy Offset Service Charge). The State Government imposed levy commenced in 2022/2023 at \$20.00 per tonne of waste disposed to the Council's operated landfill facilities. In 2024/2025, the levy will increase to \$40.00 per tonne. From 2026/2027, the levy will be \$60.00 per tonne. These amounts are subject to annual indexation increases, linked to the Consumer Price Index for Hobart and Fee Units as determined by the State Government.

The Council's methodology when calculating the Waste Management Levy Offset Service Charge is to use the average weight of landfill disposed of per property annually in the municipality, multiplied by the landfill levy which is published by the State Government annually. The City of Launceston will impose the Waste Management Levy Offset Service Charge on each property that has one or more bins on a per property basis only. Data collected indicates that on average, each property disposes 0.49 tonnes to landfill per year and at \$45.84 per tonne (as advised by the State Government) this equates to a charge of \$22.40 per property with one or more bins for 2025/2026. This amount is disclosed separately on rates notices for properties to which this Waste Management Levy Offset Service Charge applies.

#### Rating Independent Living Units (Retirement Villages)

##### *General Rate*

Residential Independent Living Units within retirement villages which are owned by a charitable organisation and operated exclusively for charitable purposes are exempt from the general rate (section 87(1)(d) of the LGA 1993).

##### *Fire Rate*

Residential Independent Living Units within retirement villages which are owned by a charitable organisation and operated exclusively for charitable purposes will have the Fire Rate charged on their property. Council has obtained independent legal advice on the matter and is of the view that by spreading the total fire levy to be raised amongst the community achieves a more equitable outcome. The total funds to be raised and remitted to the Tasmanian Fire Service is unchanged as a result of this.

The appropriateness of discretionary remissions is subject to ongoing monitoring by Council.

Residential properties or units owned commercially or by private individuals are not exempt from being charged the general rate or fire rate.

#### Residential Rate Cap (Transitional Arrangements)

The Council supports the fundamental principle, subject to any differential rating structures and remissions, that properties with the same value (in the same usage category) should pay the same rate.

The Council recognises that the municipal revaluation may produce circumstances where the rates on individual properties increase or decrease significantly. In order to assist residential ratepayers to transition to the new rating levels Council has determined to cap the amount that the general rate (the value based component) can increase at 20 percent per annum following a municipal revaluation.

### **Debt Management**

The Council recognises that some members of the community may not pay the applicable rates and charges either because

- (a) they choose not to, or
- (b) they are unable to due to financial difficulties.

The Council provides financial disincentives through interest and penalty charges and undertakes commercial debt collection practices to ensure that the payment of rates and charges is given appropriate priority.

The Council seeks to assist those members of the community in genuine financial difficulty through payment arrangements. It also understands that the failure to take appropriate and timely action can have a greater adverse consequence for the ratepayer than the debt collection action.

Unpaid Council rates and charges are a debt that is secured (similarly to a mortgage) against the property (section 119 of the LGA 1993). Thus, any debt must be repaid when the property is sold. The Council has the power to sell a property when debts are outstanding for more than three years (section 137 of the LGA 1993).

### **Postponement of Payments**

Section 125 of the LGA 1993 provides the power for the Council to defer or postpone the payment of rates on the grounds of hardship. The Council has determined that it will not offer this long term debt management facility as there are other commercial facilities that should be used in these circumstances. The Council provides short term payment arrangements.

### **Rate Remissions**

Under section 129 of the LGA 1993 the Council by absolute majority, may grant a remission of all or part of any rates, penalty or interest paid or payable by the ratepayer and/or class of ratepayers. The Interim Rates and Charges Hardship Policy (23-Plx-011) sets out the process for applications in respect of remissions or postponement of rates, penalties or interest on the basis of financial hardship.

The Council is also required to exempt under section 87 of the LGA 1993 some properties from rates.

Without limiting the application of section 129 of the LGA the Council has resolved to provide rating remissions via the following policy documents:

- Crown leases/licences for jetties and slipways (Policy 23-PI-008)
- Charitable organisations (Policy 23-Pxl-002)
- Small balances (Policy 23-PI-006)
- Interim Rates and Charges Hardship (Policy 23-Plx-011)

### **Other Rates**

#### **State Government Departments and Business Enterprises**

State Government properties, with some exceptions related to parks and infrastructure, are subject to rates and charges on the same basis as other properties (section 87(1)(b) of the LGA 1993).

### Construction Rates

Construction rates can be levied (sections 97 and 98 of the LGA 1993) related to drainage infrastructure works. The Council uses developer contribution arrangements in preference to construction rates due to limitations contained in section 98 regarding the amount that can be charged.

### Separate Rates

Separate rates can be levied (section 100 of the LGA 1993) where the Council believes the services provided are of particular benefit to the *affected land; or the owners or occupiers of that land*.

There are currently no separate rates.

### Fire Service Rates

The Council as required by legislation raises rates on behalf of the State Fire Commission (section 93A of the LGA 1993). The amount of the rate revenue is determined by the State Fire Commission. The Council receives an administrative fee for the provision of the service.

### Payments

The Council has spread the payment dates across the year with the instalments due.

Instalment 1 - 31 August

Instalment 2 - 30 November

Instalment 3 - 31 January

Instalment 4 - 30 April

Penalty charges apply when instalments are not paid by the due date, interest applies on unpaid balances.

Rates can be paid in full, by four instalments or by more frequent payments so long as the instalments are paid by the due date, penalty and interest will not be incurred.

### Payment Methods

The Council provides a range of payment facilities that include the use of modern technologies and in person.

### Discounts

The Council does not provide payment discounts (section 130 of the LGA 1993) due to the additional cost imposed on those who are unable to take advantage of such a facility (the estimated cost of discount significantly exceeds the additional interest earnings that would result from the take up of the discount.)

### Application of Payments

Payments are applied to outstanding debts in accordance with the sequence prescribed in the legislation (section 131 of the LGA 1993).

### **Notification**

Within 21 days of making any rates and charges, Council will;

- Circulate notice of the making, along with a summary of rates and charges made, in a daily newspaper circulated in the municipality; and
- Provide the Director for Local Government with a copy of the resolution relating to that making.

### **Rates Notice**

Council will send each ratepayer a notice stating all requirements specified in section 122 of the LGA 1993

### **Objection**

Objections to rates notices can only be made based on the grounds specified in section 123 of the LGA 1993. The grounds broadly relate to factual or calculation errors.

Objections to valuation can be made under section 28 of the *Valuation of Land Act 2001* (VLA 2001) only on the grounds specified and within 60 days of the date of notice issue. Application can be made for the correction of errors of fact at any time.

### **Disclaimer**

This Policy is a general statement of Council intent, it is not a statement of legislative compliance. The Policy provisions do not provide a legal basis for a challenge or objection to any rating matters. The Policy is updated from time to time, consistent with the legislation (section 86B(4) of the LGA 1993).

### ***PRINCIPLES:***

The Council's rating policies are formed within a framework that includes:

- (a) The *Local Government Act 1993* (Tas);
- (b) Established taxation principles;
- (c) Organisational Values;
- (d) The Council's Long Term Financial Plan; and
- (e) The Council's Rating Resolution.

### ***RELATED POLICIES & PROCEDURES:***

23-PI-003 Private Use of Council Land Policy

23-PI-006 Property Debt (Small Charge) Remission Policy

23-PI-008 Rating Exemptions and Remissions for Crown Lease Jetties and Slipways

23-Plx-002 Rating Exemptions and Remissions for Charitable Organisations Policy

23-Plx-011 Interim Rates and Charges Hardship Policy

### ***RELATED LEGISLATION:***

*Local Government Act 1993* (Tas) (Part 9 - Rates and Charges)

*Valuation of Land Act 2001*

*Fire Services Act 1979* (Tas)

*Waste and Resource Recovery Act 2022* (Tas)

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**REFERENCES:**

Access Economics/Henry Review ([www.taxreview.treasury.gov.au](http://www.taxreview.treasury.gov.au))

Taxation Policy Criteria (Oakes Committee April 1990)

- Equity or Fairness
- Simplicity and Efficiency
- Accountability or Visibility
- Acceptability
- Benefits Derived
- Capacity to Pay

Local Government Rates and Charges - Guidance paper for policy development April 2012.

**DEFINITIONS:**

Economic Efficiency

- Does the rating methodology distort property ownership and development decisions in a way that results in significant efficiency costs?

Simplicity

- Is the system practical and cost-effective to administer?
- Is the system simple to understand and comply with?

Equity

- Does the tax burden fall appropriately across different classes of ratepayers?

Capacity to Pay (is the tax progressive or regressive?)

- Those with a greater capacity to pay contribute more.

Benefit Principle

- Should those who benefit more, contribute more?

Sustainability

- Does the system generate sustainable and reliable revenues?
- Is it durable and flexible in changing conditions?

Cross-border Competitiveness

- Does the rating system undermine the Council as a business location?

**REVIEW:**

This Policy will be brought for approval as part of the annual budgeting and planning cycle.

This Policy is required to be at a minimum reviewed as required by legislation. Section 86B(4) of the LGA 1993 requires that:

A Council must review its rates and charges policy -

(a) by the end of each successive four-year period after 31 August 2012.

There are other provisions in the legislation that trigger a policy review.

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**REPORT:**

The Council's Rates and Charges Policy is required under section 86B of the *Local Government Act 1993* (Tas) and is reviewed annually. This year only minor updates have been made to the version contained in the recommendation including removing reference to the CBD Variation Rate varied by locality and including reference to notification and rates notices, as recommended by Councils internal Audit function.

This policy has been reviewed by an independent legal practitioner to ensure it complies with the *Local Government Act 1993* (Tas), the *Fire Services Act 1979* and the *Waste and Resource Recovery Act 2022*.

**RISK IMPLICATIONS:**

If sufficient revenue is not raised by rates, the Council's capital and operational programs delivering the levels of service expected by the community could not be funded.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

The application of sound taxation principles in the formulation of the Policy should produce a neutral overall economic impact. The broad alignment of the rating distribution and the valuation of properties underpins this framework. The investment by the Council of funds raised (not just from rates) in the community, provides an economic stimulus. The application of rate revenue rather than the raising of revenue delivers environmental improvements. The application of the taxation principles is key to an equitable outcome for the 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:**

The Policy underpins the Council's overall budget. Revenue received from rates accounts for approximately 57% of the overall revenue base.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

Nil



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**20.6. Related Party Disclosure Policy 12-Plx-031**

**FILE NO:** SF7767

**AUTHOR:** Leanne Purchase (Executive Leader Connections and Liveability)

**APPROVER:** Nathan Williams (Executive Leader Delivery and Performance)

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**DECISION STATEMENT:**

To consider the adoption of a new policy.

**RELEVANT LEGISLATION:**

*Audit Act 2008 (Tas)*

*Local Government Act 1993 (Tas)*

Australian Accounting Standard AASB 124 Related Party Disclosures

**RECOMMENDATION:**

That Council:

1. adopts the Related Party Disclosure Policy 12-Plx-031, included as attachment 1 (ECM Doc Set ID 5235916).

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**REPORT:**

The Tasmanian Audit Office delivered its Independent Auditor's Report (Opinion) for the financial year ending 30 June 2024 to Council on 18 September 2024. As is usual practice, this was followed by a Memorandum of Audit Findings that was received by the Council on 23 October 2024.

While the Independent Auditor's Report did not identify any inadequacies in the Council's management of related party disclosures, the Memorandum of Audit Findings recommended that Council *establish a documented Related Party Disclosure Policy to provide further guidance to Councillors and key management personnel regarding declarations they are required to make under AASB 124*. AASB 124 is the Australian Accounting Standards Board's standard 124 which requires the disclosure of related party relationships, transactions, outstanding balances and commitments.

The proposed policy included as attachment 1 (Doc Set ID 5235916) is based on a model policy prepared by a working group made up of representatives from the Tasmanian Audit Office, the Local Government Division of the Department of Premier and Cabinet, Clarence City Council and the Local Government Association of Tasmania. Minor modifications have been made to give local context.

## **Implementation**

If the Council decides to adopt the policy, implementation will be immediate. Key management personnel will notice little difference to the way related party disclosures are collected, except for use of the updated form and collection notice included as appendices to attachment 1.

## **RISK IMPLICATIONS:**

The Tasmanian Audit Office identified that the absence of a Related Party Disclosure Policy may result in possible misunderstanding or non-compliance with AASB24 Related Party Disclosures.

## **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:**

1. DRAFT Related Party Disclosure Policy (ECM Doc Set ID 5235916) [20.6.1 - 16 pages]

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**20.7. Memorandum of Understanding between State Emergency Service and City of Launceston**

**FILE NO:** SF2653

**AUTHOR:** Lynda Robins (Emergency Management Advisor)

**APPROVER:** Nathan Williams (Executive Leader Delivery and Performance)

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**DECISION STATEMENT:**

To consider a Memorandum of Understanding between the Council and the State Emergency Service.

**RELEVANT LEGISLATION:**

*Emergency Management Act 2006 (Tas)*

**PREVIOUS COUNCIL CONSIDERATION:**

Council - 12 September 2011 - Agenda Item 14.1 - SES Service Agreement

Council - 28 April 2014 - Agenda Item 15.2 - State Emergency Service – Service Agreement

Council – 5 June 2017 – Agenda Item 16.1 State Emergency Service – Service Agreement

**RECOMMENDATION:**

That Council:

1. notes that a payment of \$51,793.64 (excluding GST) for the 2024/25 financial year will be made to the State Emergency Service before 30 June 2025 pursuant to section 47 of the *Emergency Management Act 2006 (Tas)*;
2. authorises the Chief Executive Officer to execute a Memorandum of Understanding between the Council and the State Emergency Service, the terms of which will be substantially consistent with the draft Memorandum of Understanding included as attachment 1 (Doc Set ID 5237304) to this report;
3. notes that the execution of the Memorandum of Understanding pre-commits the Council to payments in the 2025/26, 2026/27 and 2027/28 financial years, as follows:
  - (i) the payment for the 2025/26 financial year will be \$51,793.64 (ex GST) plus CPI, based on Hobart CPI for the preceding 12 months for the March quarter;
  - (ii) the payment for the 2026/27 financial year will be the 2025/26 payment plus CPI as described above; and
  - (iii) the payment for the 2027/28 financial year will be the 2026/27 payment plus CPI as described above; and

- 
4. notes that the term Chief Executive Officer is a term of reference for the General Manager as defined by the *Local Government Act 1993* (Tas).
- 

## **REPORT:**

The City of Launceston Council has a long-standing and collaborative partnership with the State Emergency Service (SES), particularly in the coordination of flood emergency responses. As the designated response management authority, the SES plays a vital role in delivering essential services to the Launceston community during severe weather events, including storms and floods.

The Launceston SES unit comprises 103 dedicated volunteer members and has responded to 13 incidents within the municipality so far this year. In addition to local response efforts, the unit also supports surrounding suburbs and actively engages in community education and awareness initiatives.

The Launceston Unit operates three emergency response vehicles, including a recently upgraded, state-of-the-art rescue vehicle that enhances operational capability.

## **Legislative basis for financial contributions to the SES**

Section 47 of the *Emergency Management Act 2006* (Tas) is reproduced below:

### ***47. Councils to establish or provide for resources***

*Each council is to establish and maintain, or otherwise provide for the availability of, all resources and facilities it considers necessary for the management of an emergency in its municipal area in accordance with the relevant Municipal Emergency Management Plan.*

Rather than establishing additional facilities, the Council has historically provided for resources by making financial contributions to support emergency management. This approach is underpinned by the presence of the SES Regional Headquarters located at Youngtown, which sufficiently meets operational requirements. These contributions have been formally endorsed through the Council's annual budget process, and until 30 June 2020, via a series of service agreements between the Council and the SES.

The council's financial support directly contributes to the provision of personal protective equipment (PPE) for volunteers, training programs, operational expenses, and the maintenance of vehicles and equipment.

## **Payment of a financial contribution for the 2024/25 financial year**

In the absence of a service agreement since 1 July 2020, the Council continued to meet its obligations to the SES by making financial contributions endorsed through the Council's annual budget process.

This report asks the Council to note the payment of the 2024/25 contribution which, while it will not be covered by the proposed memorandum of understanding, is included in the Council's 2025/24 annual budget.

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The contribution for the 2024/25 financial year is \$51,793.64 (excluding GST).

### **Purpose of a memorandum of understanding**

Moving forward, Council seeks to formalise the payment of contributions through a memorandum of understanding with the SES, a draft of which is included as attachment 1 (Doc Set ID 5237304) to this report. This approach is recommended to demonstrate compliance with section 47 of the *Emergency Management Act 2006* (Tas), and to increase transparency around the relationship between the City of Launceston and SES.

It is anticipated that the memorandum of understanding will come into effect from 1 July 2025 and will be valid until 30 June 2028, covering three financial years – 2025/26, 2026/27 and 2027/28.

### **RISK IMPLICATIONS:**

The council remains committed to supporting the SES in its vital role of protecting the community during emergencies. Through ongoing financial contributions, the Council ensures that the Launceston SES unit is well-equipped, trained, and operationally ready to respond to incidents and build community resilience.

### **ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

This partnership reflects a shared responsibility in emergency management and highlights the importance of investing in local volunteer services. The Council acknowledges the dedication of SES volunteers and will continue to work collaboratively to enhance safety and preparedness across the municipality.

### **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:

- 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.
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:

6. To enhance community awareness of the impacts of uncertain weather patterns, natural and other disasters, and build community resilience.

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:

3. To manage the risks of climate-related events, particularly in the area of stormwater management and riverine flooding.

### **BUDGET AND FINANCIAL IMPLICATIONS:**

The contribution for the 2024/25 financial year is \$51,793.64 (excluding GST) and is considered in Council's 2024/25 annual budget.

The payment for the 2025/26 financial year will be \$51,793.64 (ex GST) plus CPI, based on Hobart CPI for the preceding 12 months for the March quarter. The payment for the 2026/27 financial year will be the 2025/26 payment plus CPI as described above. The payment for the 2027/28 financial year will be the 2026/27 payment plus CPI as described above.

### **DISCLOSURE OF INTERESTS:**

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

### **ATTACHMENTS:**

Draft Memorandum of Understanding between City of Launceston and the State  
Emergency Service

**20.8. Minor Municipal Boundary Adjustment - Meander Valley Road, Travellers Rest**

**FILE NO:** SF4548

**AUTHOR:** Michelle Grey (Properties and Legal Officer)

**APPROVER:** Nathan Williams (Executive Leader Delivery and Performance)

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**DECISION STATEMENT:**

To consider adjusting the municipal boundary for 49 and 51 Meander Valley Road, Travellers Rest.

**RELEVANT LEGISLATION:**

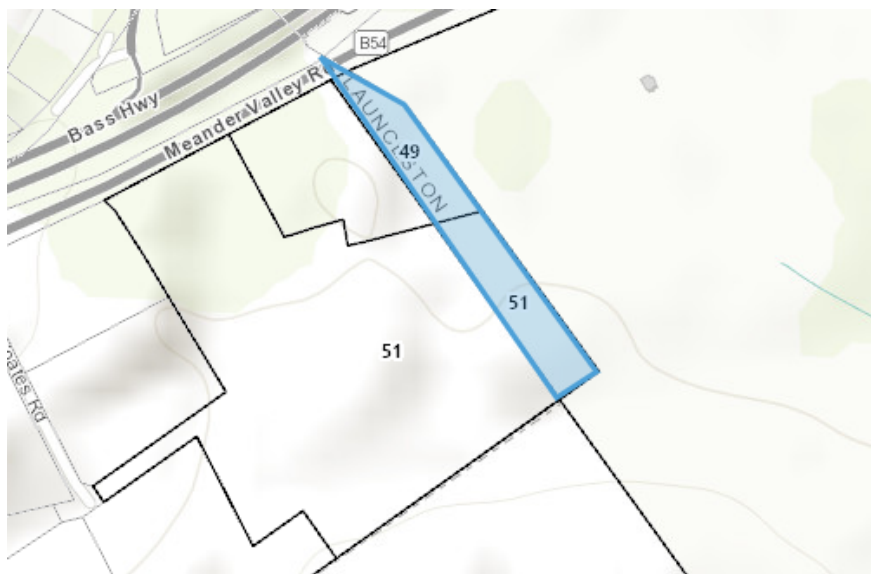
*Local Government (Highways) Act 1982 (Tas)*

*Local Government Act 1993 (Tas)*

**RECOMMENDATION:**

That Council:

1. notes the decision of Meander Valley Council at its meeting on 21 January 2025, at Attachment 1 (ECM Doc Set ID 5207396);
2. pursuant to section 16(4A) of the *Local Government Act 1993 (Tas)*, notes the affected owners' application and agrees to support an application for a minor municipal boundary adjustment for 25 and 51 Meander Valley Road, shown in blue on the plan below to be within the Meander Valley Council area;



3. Pursuant to section 16(5A) of the *Local Government Act 1993*, agrees to pay half the cost of producing Central Plan Register plans;
4. requests the Chief Executive Officer to exercise Council's powers in respect of the *Local Government Act 1993* to carry through with the decisions at Recommendations 2 and 3; and
- 5.. 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).

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## REPORT:

### Introduction

The owners of 25 Meander Valley Road, Travellers Rest (Certificate of Title Reference Volume 168106 Folio 1) and 49-51 Meander Valley Road, Travellers Rest (Certificate of Title Reference Volume 186276 Folio 1) (the applicants) approached both Launceston and Meander Valley Councils requesting support for an application to the Director of Local Government to initiate a minor municipal boundary adjustment.

Woolcott Land Services made the application to ensure that both titles are contained within one municipal area, as contained in Attachment 2 (ECM Doc Set ID 4974766).

The applicants want both titles to be wholly within the Meander Valley Council area.

Small portions of the Bass Highway (Certificate of Title Reference Volume 24782 Folio 1) and Meander Valley Road (Certificate of Title Reference Volume 30258 Folio 1) are also affected.

### Title details

The properties are comprised in Folio Plan P186276. The properties are zoned Rural Living. An extract from Folio Plan P186276 is shown below (Figure 1):

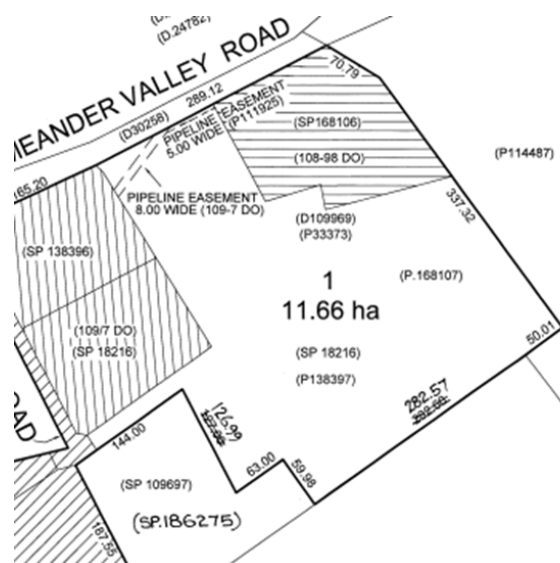


Figure 1 - Folio Plan Extract



## Background

The properties on Meander Valley Road, Travellers Rest are

1. 25 Meander Valley Road - PID 3442082 (MVC) and PID 3442066 (LCC);
2. 49 Meander Valley Road - PID 9959848 (MVC); and
3. 51 Meander Valley Road - PID 3442074 (LCC)

In 2023 Meander Valley Council approved a rezoning of the properties to Rural Living.

Figure 2 below shows the properties relating to the current municipal boundary between Launceston City Council and Meander Valley Council.



Figure 2 - Properties with respect to current municipal boundary

## Applicable Legislation

Section 16 of the *Local Government Act 1993 (Tas)* deals with municipal boundaries. Specifically, subsection 16(4A) provides that the Minister can recommend that the Governor can make a minor adjustment... if satisfied that the owners have been consulted and consent to the amendment. The relevant section states:

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Section 16 - Municipal areas

- (4A) *The Minister -*
- (a) *on receiving -*
    - (i) *From the Board, made otherwise than in a report on a review made under section 214D; or*
    - (ii) *From the Director -*  
*a recommendation that an adjustment, that is minor in nature, be made to the boundary of a municipal area, or the boundary of an electoral district within a municipal area; and*
  - (b) *if satisfied that all owners of land who would be affected by the adjustment have been consulted by the relevant councils and have consented, in writing, to the adjustment -*  
*may recommend to the Governor that an order be made so adjusting that boundary.*

Consent of the affected owners is provided in the application contained in Attachment 2. Affected Council/s are required to pay associated costs. Subsection 16(5A) states:

- (5A) *A council affected by an adjustment under subsection (5) is to pay the costs associated with that adjustment.*

The applicants have agreed to reimburse the Council's for its costs associated with preparing plans for lodgment in the Central Plan Register (estimated to be \$1,400).

On 21 January 2025, Meander Valley Council resolved to request the Director of Local Government to initiate the minor municipal boundary adjustment, included in Attachment 1. The report to Meander Valley Council is included as Attachment 3 (ECM Doc Set ID 5207370).

Meander Valley Council has obtained Department of State Growth consent to the proposed adjustment, contained within Attachment 3.

The recommended declaration is in accordance with legislative requirements.

### **Considerations and planning information**

The Director of Local Government published an Information Sheet, which is provided at Attachment 4 (ECM Doc Set ID 5182453). This lists questions that Councils should consider. The questions and responses to, are set out below:

#### 1. Are there historical reasons for the boundary being the way it is?

Planning information suggests the current property boundaries have existed since at least 2012. The Council approved a subdivision of then 45 Meander Valley Highway into 2 lots, being current 25 and 49/51 Meander Valley Road. At the time it was acknowledged that the properties lay across the municipal boundary.

2. Are there natural boundaries that would be superseded by the proposed adjustments?

No.

There are no natural boundaries on the municipal boundary that would be affected by the adjustment.

3. Are there access issues from one or other municipal area?

No.

Planning advice is that this presents no access issues. There is no impact on the management of the Bass Highway. Meander Valley Council has obtained Department of State Growth consent to the proposed adjustment, contained within Attachment 3.

4. How is the property currently zoned, and what would be the new zoning of the property?

Current zoning for the properties on both sides of the municipal boundary is Rural Living D. The proposed adjustment will mean no change. The zoning for the Tasmanian Planning Scheme is showing in Figure 3 below.

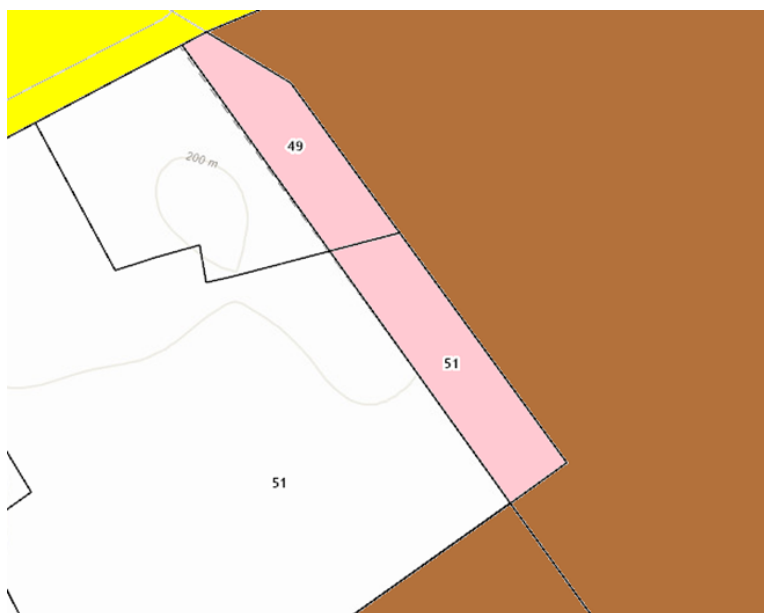


Figure 3 - Tasmanian Planning Scheme zoning for 49 and 51 Meander Valley Road

5. Would the proposed amendment affect State and Federal boundaries?

No.

The State and Federal boundaries match the municipal boundary at this location. The affected residences are on the Meander Valley Council area side and within:

1. the Lyons electorate for both State and Federal House of Representatives and
2. the McIntyre electorate for the State Legislative Assembly

and will remain so after the municipal boundary adjustment.

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6. What are the rate impacts of the adjustment for the relevant councils?

Rating advice is that there is estimated to be an annual loss to Launceston City Council in the order of \$945.69 (2024 estimate).

**Process**

The Information Sheet at Attachment 4 sets out the process.

In this case the affected property owners have consented by making the application.

Once both Councils have resolved to support the application to the Director of Local Government, a proposal plan must be submitted to the Director. The plan needs to be sufficient for registration in the Central Plan Register (CPR) held by the Department of Natural Resources.

Meander Valley Council proposed that either Launceston City Council drafts plans in-house or both Councils approach the Department of Natural Resources to draft.

It is recommended that the plans be drafted by the Department of Natural Resources, with the Council's cost being reimbursed by the Applicants.

**RISK IMPLICATIONS:**

If the application for the municipal boundary adjustment is not made, the applicants will continue to be responsible for rates to two Councils for the same property while living in and being serviced by Meander Valley Council. The Meander Valley Council has already decided to support the application.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

There are no known environmental impacts associated with the municipal boundary adjustment as the properties are zoned Rural and will be wholly within Meander Valley. Economic and social impacts are 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.

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:

1. To ensure that our application of the land-use planning system at a local and regional level is effective and efficient.

### **BUDGET AND FINANCIAL IMPLICATIONS:**

Rating advice is that there is estimated to be an annual loss to Launceston City Council in the order of \$945.69 (2024 estimate). As noted in the report, the author expects the Applicants to reimburse the Council's share of the cost (around \$1,400) of preparing plans for lodgment in the Central Plan Register.

### **DISCLOSURE OF INTERESTS:**

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

### **ATTACHMENTS:**

1. Attachment 1 - ECM 5207396 MVC minute 21 Jan [20.8.1 - 1 page]
2. Attachment 2 - ECM 4974766\_ Letter regarding 49 and 25 Meander Valley Road [20.8.2 - 4 pages]
3. Attachment 3 - ECM 5207370 - report to MVC [20.8.3 - 14 pages]
4. Attachment 4 - ECM 5182453 v 1 Information Sheet\_-\_ Minor Municipal Boundary Adjustment [20.8.4 - 2 pages]

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## **21. STRATEGY AND INNOVATION**

### **21.1. Launceston Central Inc. - Services Agreement**

**FILE NO:** SF0016, SF0801

**AUTHOR:** Sarah McRobbie (Senior Leader Innovation and Performance)

**APPROVER:** Jane Lewis (Executive Leader Strategy and Innovation)

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#### **DECISION STATEMENT:**

To consider approval of the proposed Services Agreement between the City of Launceston and Launceston Central Inc. Including the deliverables for the period 2025–2028.

#### **RELEVANT LEGISLATION:**

Local Government (Meeting Procedures) Regulations 2015

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

Council Meeting - 16/06/2022 - Agenda Item 15.6 Cityprom Reform - Central Launceston Marketing Inc. - Operational Agreement

Workshop - 29/08/2024 - Launceston Central Marketing - 3 Year Agreement Review  
Council Meeting - 3/10/2024 - Agenda Item 20.3. Launceston Central Inc. - 3 Year Agreement Review

Workshop - 5/06/2025 - Launceston Central Renewal Agreement (3 years + 3 years) - Agreement Intent & Deliverables

#### **RECOMMENDATION:**

That Council:

1. approves entering into a Service Agreement with Launceston Central Inc. for the provision of services on the following basis:
    - a. the services to be provided by Launceston Central Inc. are detailed in Schedule 1 of the Agreement, which include:
      - Implement destination marketing campaigns to promote the Launceston city centre.
      - Activate key precincts through events, installations, and seasonal programming.
      - Support business engagement through collaborative initiatives and communications.
      - Provide data insights and reporting to inform Council decision-making.
      - Advocate for the city centre and support stakeholder relationships.
    - b. the Agreement is to commence on or about 1 July 2025 for a term of 3 years with a 3-year option.
    - c. payment is to be \$589,236 per annum (excluding GST), indexed to CPI (Hobart), and paid in two instalments per year in accordance with performance reporting and delivery.
-

- d. governance and reporting mechanisms are outlined in Schedule 3 of the Agreement which includes;
    - Establishment of a joint steering committee comprising representatives from Launceston Central Inc. and the City of Launceston.
    - Biannual performance reporting aligned to KPIs set out in Schedule 1.
    - Regular meetings between City officers and Launceston Central Inc. to review progress and discuss strategic priorities.
    - Clear mechanisms for feedback, issue resolution, and continuous improvement.
    - End-of-year summary to inform Council of outcomes achieved and areas for refinement.
  - e. deliverables will be reviewed annually to ensure relevance and may be amended as required.
2. requests the Chief Executive Officer to:
    - a. determine all remaining terms and conditions for the Services Agreement; and
    - b. exercise any of the Council's rights, options, or discretions necessary for the proper administration of the Service Agreement.
  3. notes, for the avoidance of doubt that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993*.
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## REPORT

The current Launceston Central Marketing Inc's three-year Operational Agreement and Memorandum of Understanding with the City of Launceston ends on 30 June 2025.

Through the internal consultation process and workshopping, Officers provided advice for Councillors to consider several alternative options for moving forward with the management and operation of these services which would allow for a more thorough review of the management model, opportunities, alignment with the strategic direction of Council and value for money.

These options (set out below) differ from the adopted approach resolved by Council at its meeting on 3 October 2024, where Council resolved at Agenda Item 20.3. Launceston Central Inc. - 3 Year Agreement Review (Attachment 1) to continue the services model with Launceston Central Inc., and endorsed the development of revised deliverables under the Agreement pillars of Destination Marketing, Place Activation, and Facilitation, formally Advocacy. However, Officers are of the professional opinion that alternative recommendation 1 would offer the most appropriate way forward with a future report coming to Council following a formal independent review being undertaken.

Should Council decide to reconsider its approach and is not supportive of the Officer's Recommendation; three alternative recommendations are provided below to assist Council in formalising its position. The changes for each option are noted in blue.

Each of the alternative Recommendations, if resolved in the affirmative, would overturn the decision of Council made at the 3 October 2024 meeting, in whole or in part. Statements to address the requirements of section 18(3) of the *Local Government (Meeting Procedures) Regulations 2015* are provided for each of the alternative Recommendations.

### **Alternative Recommendation - Option 1.**

Council enters into a 12-month agreement with Launceston Central Inc. and undertake a formal independent review and identify other management and service delivery models that aligns and complements the strategic direction of Council, offers best value for the community and builds on the work of City Heart and increased activation in the CBD.

The recommendation to achieve this outcome requires a motion to overturn the previous decision of Council at the Council Meeting on 3 October 2024, Agenda Item 20.3 Launceston Central Inc. - 3 Year Agreement Review (attached) and reflect the two details of the revised Agreement term, as follows:

### **RECOMMENDATION - OPTION 1**

That Council:

- 1. by an absolute majority rescinds the resolution of 3 October 2024 for Agenda Item 20.3 Launceston Central Inc. - 3 Year Agreement Review (Attachment 1).**
2. approves entering into a Service Agreement with Launceston Central Inc. for the provision of services on the following basis:
  - a. the services to be provided by Launceston Central Inc. are detailed in Schedule 1 of the Agreement;
  - b. the Agreement is to commence on or about 1 July 2025 for a term of 12 months;**
  - c. payment is to be \$589,236 per annum (excluding GST), indexed to CPI (Hobart), and paid in two instalments per year in accordance with performance reporting and delivery;
  - d. governance and reporting mechanisms are outlined in Schedule 3 of the Agreement
  - e. a review of the delivery model will be undertaken during the 12-month period.**
3. requests the Chief Executive Officer to:
  - a. determine all remaining terms and conditions for the Services Agreement; and
  - b. exercise any of the Council's rights, options, or discretions necessary for the proper administration of the Service Agreement.
4. notes, for the avoidance of doubt that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993*.



### Motion to overturn decision

Option 1– Regulation 18 Statement:

In accordance with Regulation 18(3) of the Local Government (Meeting Procedures) Regulations 2015 (Tas):

- a. The proposed motion, if resolved in the affirmative, would overturn the entire previous Council decision made on 3 October 2024 (Agenda Item 20.3 - Attached).
- b. The 3 October 2024 resolution endorsed entering into a 3-year Services Agreement with a 3-year extension option with Launceston Central Inc., commencing 1 July 2025.
- c. The previous decision directed that the Chief Executive Officer negotiate and execute the Agreement, and that Launceston Central Inc. deliver services as outlined in the Agreement schedules.
- d. That action has not been wholly or substantially carried out, as the Agreement has not been signed and services have not commenced.

### Alternative Recommendation - Option 2.

Council enters into a 3-year agreement with Launceston Central Inc. and undertakes a formal independent review and identify other management and service delivery models that aligns and complements the strategic direction of Council, offers best value for the community and builds on the work of City Heart and increased activation in the CBD.

The recommendation to achieve this outcome would be:

### RECOMMENDATION - OPTION 2

That Council:

1. **by an absolute majority rescinds the resolution of 3 October 2024 for Agenda Item 20.3 Launceston Central Inc. - 3 Year Agreement Review (Attachment 1).**
2. approves entering into a Service Agreement with Launceston Central Inc. for the provision of services on the following basis:
  - a. the services to be provided by Launceston Central Inc. are detailed in Schedule 1 of the Agreement;
  - b. the Agreement is to commence on or about 1 July 2025 **for a term of 3 years**;
  - c. payment is to be \$589,236 per annum (excluding GST), indexed to CPI (Hobart), and paid in two instalments per year in accordance with performance reporting and delivery;
  - d. governance and reporting mechanisms are outlined in Schedule 3 of the Agreement;
  - e. deliverables will be reviewed annually to ensure relevance and may be amended as required;
  - f. **a review of the delivery model will be undertaken during the first quarter of year three.**

3. requests the Chief Executive Officer to:
  - a. determine all remaining terms and conditions for the Services Agreement; and
  - b. exercise any of the Council's rights, options, or discretions necessary for the proper administration of the Service Agreement.
4. notes, for the avoidance of doubt that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993*.

**Motion to overturn decision**

Option 2– Regulation 18 Statement:

In accordance with Regulation 18(3) of the Local Government (Meeting Procedures) Regulations 2015 (Tas):

- a. The proposed motion, if resolved in the affirmative, would partially overturn the previous Council decision made on 3 October 2024 (Agenda Item 20.3).
- b. Specifically, it alters the timing of the review. The original decision included a 3-year agreement with an option to renew, but did not require a formal review within the initial 3 years. This motion now introduces a formal, independent review in the first quarter of Year 3, prior to considering any renewal.
- c. The previous decision directed the execution of the Agreement and delivery of services by Launceston Central Inc.
- d. That action has not been wholly or substantially carried out, as the Agreement has not yet commenced and services have not started.

**Alternative Recommendation - Option 3.**

That Council enter into a 3-year agreement with Launceston Central Inc. and undertake a formal, independent review and identify other management and service delivery models that aligns and complements the strategic direction of Council, offers best value for the community and builds on the work of City Heart and increased activation in the CBD prior to 3 year option to renew.

The recommendation to achieve this outcome would be the inclusion of part (g) which requires a partial rescission to the original resolution (item 20.3 from 3 October 2024):

**RECOMMENDATION - OPTION 3**

That Council:

1. **by an absolute majority partially rescinds the resolution of 3 October 2024 for Agenda Item 20.3 Launceston Central Inc. - 3 Year Agreement Review (Attachment 1).**
2. approves entering into a Service Agreement with Launceston Central Inc. for the provision of services on the following basis:
  - a. the services to be provided by Launceston Central Inc. are detailed in Schedule 1 of the Agreement
  - b. the Agreement is to commence on or about 1 July 2025 for a term of 3 years with an option to extend for a further 3 years, subject to future Council approval

- c. payment is to be \$589,236 per annum (excluding GST), indexed to CPI (Hobart), and paid in two instalments per year in accordance with performance reporting and delivery
  - d. governance and reporting mechanisms are outlined in Schedule 3 of the Agreement
  - e. deliverables will be reviewed after annually to ensure relevance and may be amended as required.
  - f. authorises the Chief Executive Officer to determine the final contractual terms and conditions required to implement the Council's decision, including any minor administrative amendments.
  - g. approves an independent review of the delivery model in the first quarter of year 3 with the agreement a further report to be considered by Council at that time to inform any changes to the Agreement and Deliverables for the further 3 year extension.**
3. requests the Chief Executive Officer to:
- a. determine all remaining terms and conditions for the Services Agreement; and
  - b. exercise any of the Council's rights, options, or discretions necessary for the proper administration of the Service Agreement.
4. notes, for the avoidance of doubt that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993*.

### **Motion to overturn decision**

Option 3 – Regulation 18 Statement:

In accordance with Regulation 18(3) of the Local Government (Meeting Procedures) Regulations 2015 (Tas):

- a. The proposed motion, if resolved in the affirmative, would partially overturn the previous Council decision made on 3 October 2024 (Agenda Item 20.3 - Attached), specifically the element related to the 3+3 year term without a formal mid-term review.
- b. The previous decision endorsed a 3-year Agreement with an option to extend for a further 3 years, without requiring a formal review ahead of the extension.
- c. The previous decision directed that a Services Agreement be finalised and enacted, and that Launceston Central Inc. deliver the outlined services.
- d. That action has not been wholly or substantially carried out, as the Agreement has not yet commenced and services have not yet been delivered under the new term.

### **Background**

In 2021, Council endorsed a strategic review of the former CityProm model. This led to the formation of Launceston Central Inc. and the establishment of a new Services Agreement commencing on 1 July 2022 and concluding on 30 June 2025. This agreement marked a shift towards an outcomes-based partnership model, funded by the City of Launceston.

Throughout 2024 and 2025, Officers undertook a review of the current agreement. This included consultation with internal stakeholders, a review of performance to date, and alignment with the City of Launceston's Strategic Plan.

At the Council Workshop on 29 August 2024, Councillors were presented with the outcomes of the review, including potential options for future service delivery. These included: continuing the existing services model with revised deliverables; adjusting funding to support a narrower scope of services; or discontinuing funding entirely and exploring alternative delivery models for the city centre.

On 3 October 2024, the Council resolved (resolution below) to continue the services model with Launceston Central Inc. and endorsed the development of revised deliverables under the Agreement pillars of Destination Marketing, Place Activation, and Facilitation, formally Advocacy.

**Agenda Item 20.3 - 3/10/2024 - Attached**

**RECOMMENDATION:**

That Council requests officers to engage with Launceston Central Marketing Inc with view to negotiating the renewal of the operational agreement and memorandum of understanding, to be considered formally at a future meeting of Council, with inclusion of the following

- a 3-year term (2025-2028), with the option of an additional 3-year extension
- revision of KPIs, to include a combination of qualitative and quantitative measures, and
- Any adjustments necessary to ensure the operations of the entity continue to be aligned with the key purpose.

Officers developed a draft framework informed by engagement across internal teams, including Strategy and Innovation, Liveable Communities, Communications, and Economic Development. A draft version of the deliverables was presented to Councillors at the 5 June 2025 Council Workshop.

Based on feedback from the session with Councillors, Officers made further refinements to ensure improved clarity, a balance of measurable and narrative indicators, and stronger alignment to the City of Launceston Strategic Plan. Launceston Central Inc. was then invited to review the revised deliverables to ensure they are achievable and operationally sound.

The final Services Agreement includes the following:

- Schedule 1: Deliverables, structured under the three strategic pillars with both quantitative and qualitative performance indicators
- Schedule 2: Map of the designated service area and activation zones
- Schedule 3: Governance and reporting arrangements, including regular engagement and a joint steering committee

An annual review of deliverables is planned to ensure relevance and allow for refinement as required. Baseline data will be captured in the initial period to support future performance tracking.

The proposed service fee is \$589,236 per annum, exclusive of GST, subject to CPI indexation. Payments will be made six-monthly in arrears following submission of performance reporting. This is a total investment by City of Launceston of \$3,535,416 + CPI adjustments over the proposed 6 year term (3 years + 3 years) of the Agreement.

This Services Agreement is intended to promote a collaborative and accountable partnership that supports the ongoing economic and cultural vibrancy of Launceston's city centre.

### **RISK IMPLICATIONS:**

There is a risk that the economic development objectives outlined in the Strategic Plan which aim to support Central Business District (CBD) businesses to prosper may not be achieved. This risk arises due to:

- Duplication of efforts: Overlapping roles and responsibilities between Launceston Central and City of Launceston operational teams may lead to inefficiencies and reduced impact.
- Fragmentation of financial resources: Dividing funding across multiple initiatives and teams may dilute the effectiveness of economic support programs.
- Insufficient targeted marketing and activations: A lack of coordinated, strategic marketing and activation efforts specifically tailored to the needs of CBD businesses may limit their visibility, foot traffic, and overall prosperity.

To mitigate this risk, the deliverables have been developed to focus on the three Agreement pillars of Destination Marketing, Place Activation, and Facilitation, formally Advocacy. An internal governance framework is under development to define roles and responsibilities. In addition, Council Officers recommend an independent review of the delivery model to assess the activities, alignment to the Strategic Plan strategy and Council operations.

### **ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

The proposed agreement supports local economic development by driving marketing and activation initiatives that increase foot traffic, encourage visitor spending, and strengthen engagement with local businesses. Social benefits include enhanced placemaking and opportunities for the community to connect through city-based activities. There are no identified negative environmental impacts associated with this agreement.

### **STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston 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 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:

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.
4. To support the central business district (CBD) and commercial areas as activity places during day and night.
5. To support sustainable population growth in the Northern Region.

## BUDGET AND FINANCIAL IMPLICATIONS:

The annual service fee of \$589,236 (excluding GST) will be paid in two instalments per year, indexed to CPI (Hobart).

The annual fees payable to Launceston Central Inc. over the term of this agreement are:

Years 1 - 3	Years 4 - 6
Year 1 \$589,236	Year 4 \$589,236 + CPI
Year 2 \$589,236 + CPI	Year 5 \$589,236 + CPI
Year 3 \$589,236 + CPI	Year 6 \$589,236 + CPI
<b>Total</b> \$1,767,708 + CPI	<b>Total</b> \$1,767,708 + CPI
<b>Grand Total</b> \$3,535,416 + CPI adjustments	

*Note: The base amount of \$589,236 is subject to annual CPI adjustments. Each year's CPI-adjusted figure becomes the new base for the following year, resulting in a compounding effect across the term of the agreement.*

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

1. 20.3. Launceston Central Inc. - 3 Year Agreement Review - Council- Minutes-3-October-2024 [**21.1.1** - 2 pages]

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## 21.2. City of Launceston 10-year Strategic Plan (2025-2035)

**FILE NO:** SF7593

**AUTHOR:** Anna Feldman (Project Manager)

**APPROVER:** Jane Lewis (Executive Leader Strategy and Innovation)

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### **DECISION STATEMENT:**

To consider the City of Launceston 10-year Strategic Plan 2025-2035 for adoption.

### **RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas) Part 7, Division 2*

### **PREVIOUS COUNCIL CONSIDERATION:**

Workshop – 27 February 2025 - Councillors received a presentation about the Draft 10-year Strategic Plan and provided feedback on the strategic directions.

Workshop – 22 May 2025 – Councillors received a presentation and update on the results of public engagement and provided feedback on proposed amendments to the Draft 10-year Strategic Plan.

### **RECOMMENDATION:**

That Council:

1. adopts the City of Launceston 10-year Strategic Plan 2025-2035 (ECM Doc Set Id: 5236972).
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### **REPORT:**

#### Overview

The City of Launceston 10-Year Strategic Plan has been developed in accordance with relevant legislation. It will serve as a strategic framework for the city's future, guiding Council decision-making and investment to achieve long-term goals that enhance liveability, economic prosperity, and sustainability.

Developed drawing on best practice principles and based on extensive engagement with the community, experts, Councillors and Council staff, this strategic plan is progressive, forward-thinking, contemporary, and articulates the community needs, ensuring that resources are effectively allocated and aligned to create meaningful impact and outcomes. It provides a clear vision, direction, actionable priorities, and drives accountability, while aligning with broader regional, state and national frameworks.

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The 10-Year Strategic Plan is designed to harness the city's strengths, address key challenges, and position Launceston for sustainable growth over the next decade. While the City of Launceston delivers a wide range of essential services, infrastructure, and programs that support daily life (key services), this plan does not attempt to detail all those ongoing key services. Instead, it serves as a "north star" for our community, providing strategic direction to ensure our residents, businesses, and environment continue to thrive into the future.

By focusing on key opportunities and challenges, this plan aims to guide Launceston's evolution as a vibrant, inclusive, and innovative regional city, balancing growth with sustainability and preserving what makes the city unique. Through collaboration, transparent governance, and a commitment to long-term resilience, it sets the foundation for a strong and prosperous future.

#### Community engagement

The Strategic Plan is based on results of extensive engagement, including community submissions on a range of themes through City of Launceston's award-winning Tomorrow Together program, as well as feedback on specific plans and strategies, which taken together include viewpoints from a broad cross-section of the community.

In addition, Councillors, Council staff and key stakeholders (including a range of non-profit, community organisations and state government bodies) also participated in a series of facilitated workshops to distil the community's vision for Launceston and formulate goals, objectives and actions based on the City's strengths and opportunities.

Public consultation on the draft City of Launceston 10-Year Strategic Plan 2025–2035 was conducted from 12 March to 8 April 2025. The consultation was promoted through traditional and social media channels, generating strong community awareness and engagement.

The social media campaign reached approximately 40,000 accounts across Facebook, Instagram, and LinkedIn, with over 900 user interactions. Notably, one post became the fourth best-performing on the City of Launceston's Facebook page for the year.

A subsequent consultation on the Annual Plan and Budget—including reference to the draft Strategic Plan—was held from 2 April to 30 April 2025.

Feedback on the Strategic Plan was collected via the dedicated *Tomorrow Together* engagement platform, receiving:

- 1,090 views
- 128 comments
- From 59 individual contributors

In addition, 7 written submissions were received from staff, external stakeholders, and members of the public. A further 8 comments relating to the Strategic Plan were submitted through the Annual Plan consultation process.

32 amendments were made to the draft Strategic Plan a result of the last community engagement process.

Councillors considered a final draft and an additional five amendments were made in response to the following comments:

- Objective 2.2a: Refer to public transport more broadly rather than Bus Rapid Transport.
- Objective 2.2b: Include facilities as well as communities, e.g. airport and Bell Bay.
- Objective 2.2b: Invest in key road infrastructure to improve personal transport options.
- Objective 2.3a: Add 'build enduring relationships'.
- Objective 3.1b: Include specific reference to the Kanamaluka/Tamar Estuary and surrounding precinct, and supporting implementation of the TEMT vision and implementation plan.

### Vision

The Strategic Plan is guided by the following vision:

#### **Launceston: A city of history, innovation and opportunity**

Launceston is deeply connected to our history and natural beauty, and will thrive as Northern Tasmania's economic, cultural, and culinary heart. With a commitment to diverse housing, sustainability, economic growth and innovation, we're building a city where people feel connected, businesses succeed, and the environment flourishes. Launceston is a place to live, work, play, visit and belong.

### Structure

The strategic directions are organised under three pillars: Prosperity, Place, and People. Each pillar includes three long-term goals that reflect the city's overarching aspirations.

Every goal is supported by three objectives outlining how we aim to achieve it. The Strategic Plan identifies actions for each objective, which will be further detailed in the Four-Year Delivery Plan. While not exhaustive or exclusive, these actions illustrate our intended approach to implementation.

### **RISK IMPLICATIONS:**

Risks were considered as part of the process of developing the Strategic Plan. The following risks were highlighted at the strategic level. Risk will continue to be considered and managed at each level of the plan — from the overarching vision through to objectives — and during the delivery planning and implementation processes.

#### Overcommitment

*Risk:* The ten-year strategic plan may raise community or stakeholder expectations beyond the capacity of available resources.

*Mitigation:* Detailed financial, workforce, and resourcing implications will be assessed and prioritised through the four-year delivery planning and annual planning processes. This ensures that commitments are realistic, staged, and aligned with organisational capacity.

Changing Circumstances

*Risk:* External factors such as economic shifts, policy reforms, technological change, demographic trends, or climate events may affect the relevance or feasibility of strategic goals.

*Mitigation:* Formal reviews will occur at least every four years, as legislated, allowing the plan to be adjusted in response to changing conditions. Adaptive planning and ongoing environmental scanning will support early identification of emerging risks and opportunities.

Political or Leadership Change

*Risk:* Changes in elected leadership or executive management may result in shifts in priorities or reduced commitment to the strategic direction.

*Mitigation:* Broad-based stakeholder engagement and embedding the strategy into planning documents will help reinforce continuity and broad-based support.

Stakeholder Misalignment

*Risk:* Misaligned expectations between Council, community, partners, and other levels of government may slow or hinder delivery.

*Mitigation:* Ongoing engagement, clear communication of priorities and trade-offs, and transparent progress reporting will help manage expectations and build shared ownership of outcomes.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

The City of Launceston 10-year Strategic Plan 2025-2035 has been developed with the purpose of having a positive economic, environmental and social impact.

**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:**

As a high-level document, the Strategic Plan 2025–2035 sets the long-term direction for the City of Launceston and will inform future service delivery, infrastructure investment, and community priorities. Together with the Operational Service Statement (under development), it will guide long-range financial planning, prioritisation, and resource allocation.

The detailed financial implications of delivering the Strategic Plan will be considered through the Four-Year Delivery Plan and Annual Plan and Budget processes to ensure actions are financially sustainable and aligned with the Long-Term Financial Plan.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

1. Draft 10-year Strategic Plan - engagement register 3.6.2025 [**21.2.1** - 12 pages]
2. City of Launceston 10 year Strategic Plan 2025 - 2035 [**21.2.2** - 11 pages]

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**21.3. City of Launceston Annual Plan 2024/2025 - Progress Against Annual Plan Actions for Period Ending 31 March 2025 (Quarter 3)**

**FILE NO:** SF6938

**AUTHOR:** Emily Lewis (Corporate Planning Officer)

**APPROVER:** Jane Lewis (Executive Leader Strategy and Innovation)

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**DECISION STATEMENT:**

To consider the progress against Council's 2024/2025 Annual Plan Actions for the quarter Three period ending 31 March 2025.

**RELEVANT LEGISLATION:**

The *Local Government Act 1993* (Tas): Part 7 – Administration, Division 2 – Plans and reports.

**PREVIOUS COUNCIL CONSIDERATION:**

Council – 12 December 2024 – Agenda Item 20.1 - City of Launceston Annual Plan 2024/2025 - Progress Against Annual Plan Actions for Period Ending 30 September 2024. Council – 27 June 2024 – Agenda Item 15.5 - City of Launceston Annual Plan 2024/2025. Workshop – 23 May 2024 - Annual Plan and Budget 2024/2025 - Public Consultation Feedback. Council - 4 April 2024 – Agenda Item 15.4 - Proposed 2024/2025 Annual Plan and Statutory Estimates. Workshop – 29 February 2024 - Draft Budget and Annual Plan 2024/25.

**RECOMMENDATION:**

That Council:

1. receives and notes the progress against the 2024/2025 Annual Plan Actions for the period 1 January 2025 to 31 March 2025.
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**REPORT:**

Progress against the 2024/2025 Annual Plan for the period ending 31 March 2025 (quarter 3) is provided in the attached report.

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

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**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. CoL Annual Plan 2024-25 Q3 Progress Report [21.3.1 - 51 pages]

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## 21.4. City of Launceston Annual Plan 2025/2026

**FILE NO:** SF7151

**AUTHOR:** Emily Lewis (Corporate Planning Officer)

**APPROVER:** Jane Lewis (Executive Leader Strategy and Innovation)

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### **DECISION STATEMENT:**

To consider adoption of the City of Launceston Annual Plan 2025/2026.

### **RELEVANT LEGISLATION:**

The Local Government Act 1993 (Tas): Part 7 – Administration, Division 2 – Plans and report, section 71.

### **PREVIOUS COUNCIL CONSIDERATION:**

Workshop - 22/05/2025 - Annual Plan and Budget 2025/2026 - Public Consultation Feedback and Review

Workshop - 20/03/2025 – Budget and Annual Plan 2025/2026 Update

Workshop - 27/02/2025 – Budget and Annual Plan 2025/2026 Update

Workshop - 12/12/2024 – Budget and Annual Plan 2025/2026 Update

### **RECOMMENDATION:**

That Council:

1. adopts the City of Launceston Annual Plan 2025/2026 (ECM Doc Set ID 5235667) pursuant to section 71 of the *Local Government Act 1993* (Tas); noting that the Budget 2025/2026 documents, including the Statutory Estimates, will be inserted into the Annual Plan following the adoption of the City of Launceston 2025/2026 Budget being presented to Council for adoption as a separate item at Council Meeting on 19 June 2025; and
2. notes that, pursuant to section 71(3) of the *Local Government Act 1993* (Tas), a copy of the City of Launceston Annual Plan 2025/2026 adopted at Recommendation 1 will be made available for public inspection and provided to the Director of Local Government and the Director of Public Health following insertion of the Summary of Statutory Estimates.

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### **REPORT:**

#### **Annual Plan**

Section 71 of the *Local Government Act 1993* (Tas), reproduced below for reference, requires Council to prepare and adopt an Annual Plan:

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## **71 Annual Plan**

(1) *A council is to prepare an annual plan for the municipal area for each financial year.*

(2) *An annual plan is to –*

*(a) be consistent with the strategic plan; and*

*(b) include a statement of the manner in which the council is to meet the goals and objectives of the strategic plan; and*

*(c) include a summary of the estimates adopted under section 82; and*

*(d) include a summary of the major strategies to be used in relation to the council's public health goals and objectives.*

(3) *As soon as practicable after a council adopts an annual plan, the general manager is to –*

*(a) make a copy of the annual plan available for public inspection at the public office during ordinary business hours; and*

*(b) provide the Director and the Director of Public Health with a copy of the annual plan.*

The City of Launceston Annual Plan 2025/2026 actions are presented in two categories of works either as:

- Strategic Projects with alignment with the strategic direction defined in the City of Launceston Strategic Plan: 2025-2035 (tabled for Council consideration for adoption at Council Meeting on 19 June 2025 as a stand-a-lone item); or as
- Key Service Projects that deliver key services to our community or has a significant impact on the Council operations.

The 34 actions listed in the City of Launceston Annual Plan 2025/2026 are clearly aligned with the Strategic Goals and Objectives from the drafted proposed Strategic Plan: 2025-2035.

The actions detailed in this Annual Plan focus on our strategic and key service project-based work. These actions link to 14 of the 27 objectives outlined in the Strategic Plan: 2025-2035. However, all objectives will be addressed over the life of the Strategic Plan. Additionally, 17 key service projects are reflected in the Plan.

A statement of the manner in which the Council is to meet the goals and objectives of the 10-year Strategic Plan is included within the *About this Plan* section and is further expanded in *Strategic Direction* section.

A copy of our Budget 2025/2026 suite of documents (Statutory Estimates, Major Operational Projects, Capital Works and Fees and Charges) will this year be included within our Annual Plan as a consolidated document following their adoption (These are being submitted to Councillors for adoption under a separate agenda item at this Council meeting on 19 June 2025).



The inclusion of our full Statutory Estimates in this year's Plan will suffice to meet the requirements for inclusion of a summary of the estimates adopted under section 82 of the *Local Government Act 1993* (Tas).

These Budget documents will be published from page 38 onwards in the Plan. Following adoption and their insertion into the Plan, Councillors will receive a final version of the Annual Plan prior to public publication.

If the Budget 2025/2026 is not adopted at today's Council Meeting on 19 June 2025 and changes are applied that require a change to the Actions or content stated within the Annual Plan 2025/2026, the Annual Plan would then be resubmitted to Councillors at a future Council Meeting for adoption.

The City of Launceston's major strategies in relation to public health goals and objectives are published at page 35.

Progress against the City of Launceston Annual Plan 2025/2026 actions will be reported quarterly to Council. Summarised progress for the full 2025/2026 reporting year will be included in the 2025/2026 Annual Report.

**RISK IMPLICATIONS:**

Any changes to the 2025/2026 Annual Budget may impact delivery of the proposed 2025/2026 Annual Plan Actions.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

The City of Launceston's 2025/2026 Annual Plan is designed to deliver balanced economic, environmental, and social benefits.

The Plan supports local economic growth through targeted capital works, cultural infrastructure upgrades, and initiatives to strengthen workforce capacity in emerging industries.

It advances sustainability through the implementation of the Urban Greening Plan, waste and resource recovery strategies, and climate resilience planning.

Socially, the Plan enhances community wellbeing through improved public spaces, inclusive programs, and addressing housing needs through neighbourhood planning.

**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:**

The 2025/2026 Annual Plan and 2025/2026 Annual Budget have been developed concurrently to ensure the effective delivery of planned actions. Changes to the 2025/2026 Annual Budget may impact delivery of the 2025/2026 Annual Plan actions.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

1. Co L Proposed Annual Plan 2025 2026 for adoption [**21.4.1** - 44 pages]

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**22. CHIEF EXECUTIVE OFFICER NETWORK**

**22.1. Status Report on Council Decisions as at 12 June 2025**

**FILE NO:** SF2346

**AUTHOR:** Kelsey Hartland (Team Leader Governance)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**DECISION STATEMENT:**

To receive the Status Report on Council Decisions made up to, and as at, 12 June 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 as at 12 June 2025.

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**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																																													
29 May 2025																																																
15.1 Notice of Motion - Lilydale Football Club - Councillor A J Palmer and Councillor A J Britton	That Council: 1. contributes up to \$6,000 (excluding GST) to the Lilydale Football Club to go towards the cost of a building surveyor and drawing.	Executive Leader Connections and Liveability																																														
17.1. Community Grants (Organisations) Round 2 2024/2025	<p><u>Motion 1</u> That Council: 1. approves the following Community Grant program application to receive the recommended grant amount:</p> <table><tr><td>Organisation</td><td>Project/Activity</td><td>Score</td><td>\$Request</td><td>\$Recom</td></tr><tr><td>St Vincent de Paul Society Tasmania</td><td>Community Connect Arts and Crafts Program*</td><td>79%</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td colspan="3">Total</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td colspan="4">2024-2025 Community Grant (Organisations) Budget - Round 2</td><td>\$35,000</td></tr><tr><td colspan="4">Balance</td><td>\$31,250</td></tr></table> <p><u>Motion 2</u> That Council: 1. approves the following Community Grant program application to receive the recommended grant amount:</p> <table><tr><td>Organisation</td><td>Project/Activity</td><td>Score</td><td>\$Request</td><td>\$Recom</td></tr><tr><td>Northern Suburbs Community Centre</td><td>The Chimes for Community Connection and Peace Project</td><td>73%</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td colspan="3">Total</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td colspan="4">Remaining 2024-2025 Community Grant (Organisations) Budget - Round 2</td><td>\$32,250</td></tr></table>	Organisation	Project/Activity	Score	\$Request	\$Recom	St Vincent de Paul Society Tasmania	Community Connect Arts and Crafts Program*	79%	\$5,000	\$3,750	Total			\$5,000	\$3,750	2024-2025 Community Grant (Organisations) Budget - Round 2				\$35,000	Balance				\$31,250	Organisation	Project/Activity	Score	\$Request	\$Recom	Northern Suburbs Community Centre	The Chimes for Community Connection and Peace Project	73%	\$5,000	\$3,750	Total			\$5,000	\$3,750	Remaining 2024-2025 Community Grant (Organisations) Budget - Round 2				\$32,250	Executive Leader Connections and Liveability	Complete. These approved grants are being managed through an established administrative process and this item is considered complete for the purposes of this report.
Organisation	Project/Activity	Score	\$Request	\$Recom																																												
St Vincent de Paul Society Tasmania	Community Connect Arts and Crafts Program*	79%	\$5,000	\$3,750																																												
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Total			\$5,000	\$3,750																																												
Remaining 2024-2025 Community Grant (Organisations) Budget - Round 2				\$32,250																																												

Balance		\$27,500		
<u>Motion 3</u> That Council: 1. approves the following Community Grant program application to receive the recommended grant amount:				
Organisation	Project/Activity	Score	\$Request	\$Recom
Soroptimist International of Launceston Inc	Connection, Community, Empowerment: Pamper project for women with an intellectual disability 2025	88%	\$1,810	\$1,810
Total			\$1,810	\$1,810
Remaining 2024-2025 Community Grant (Organisations) Budget - Round 2				\$27,500
Balance				\$25,690
<u>Motion 4</u> That Council: 1. approves the following Community Grant program applications to receive the recommended grant amounts:				
Organisation	Project/Activity	Score	\$Request	\$Recom
Bus Stop Films	Accessible Filmmaking in Launceston 2025	82%	\$5,000	\$5,000
Self Help	ReDress: ReGift - Sharing skills to keep clothing in use for longer	78%	\$4,600	\$3,450
The Listening Project Ltd.	The Listening Table - Launceston**	78%	\$5,000	\$3,750
Launceston Improv Theatre	Launceston Improv Expansion Project - Improving Mental Health through Comedy	75%	\$5,000	\$3,750

Launceston Male Choir	Professional Musical Directorship	73%	\$5,000	\$3,750
Forest Co. Incorporated	Reverberate - Community Choir	70%	\$5,000	\$3,750
Good Neighbour Council Launceston Inc	Next Level Phase Two	62%	\$4,400	\$2,240***
Total			\$34,000	\$25,690
2024-2025 Community Grant (Organisations) Budget - Round 2				\$25,690
Balance				\$0
<p>* <b>Councillor Palmer abstained from assessing the Community Connect Arts and Crafts Program.</b></p> <p>** <b>Madi Biggelaar (external stakeholder) abstained from assessing The Listening Table - Launceston.</b></p> <p>*** <b>Although Next Level Phase Two was eligible to receive 75% of funding, there was only \$2,240 of funding remaining in the allocated budget.</b></p> <p>2. Determines the following Community Grant program applications will not be funded by Council as the available funding has been fully allocated to higher scoring applications</p>				
Organisation	Project/Activity	Score	\$Request	\$Recom
LGH Historical Visual and Performing Arts Committee*	Establishing the Frank Mervyn Littler Memorial Lecture	60%	\$3,000	\$0
Rural Business Tasmania*	Resilience in times of mental, physical and financial hardship forum	58%	\$5,000	\$0
Total			\$8,000	\$0
<p>* <b>Both applications were eligible to receive 50% funding, however the budget has been fully exhausted by higher scoring applications.</b></p>				

19.2. Launceston Housing Plan 2025-2040	<p>That Council:</p> <ol style="list-style-type: none"> <li>notes the changes made to the Launceston Housing Plan 2025-2040 in response to feedback received during the community consultation period;</li> <li>adopts the Launceston Housing Plan 2025-2040 attached to the Council Report.</li> </ol>	Executive Leader Community Assets and Design	Completed
20.1. 2024/2025 Budget - Budget Amendments	<p>That Council:</p> <ol style="list-style-type: none"> <li>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: <ol style="list-style-type: none"> <li>Expenses <ol style="list-style-type: none"> <li>the net increase in operations expenditure of \$493,500.</li> </ol> </li> <li>Capital Works Expenditure <ol style="list-style-type: none"> <li>the decrease in the Council's funded expenditure of \$493,500.</li> </ol> </li> </ol> </li> <li>notes that amendments from Recommendation 1. result in: <ol style="list-style-type: none"> <li>the operating surplus/deficit being amended to \$1,441,809 (including capital grants of \$19,178,656 and other adjustments of \$5,000,000) for 2024/2025.</li> <li>the capital budget being decreased to \$46,656,654 for 2024/2025.</li> </ol> </li> </ol>	Executive Leader Delivery and Performance	Completed
20.2. Signing of Council Agreements and Documents Policy - 14-Plx-035	<p>That Council:</p> <ol style="list-style-type: none"> <li>adopts the Signing of Council Agreements and Documents Policy - 14-Plx-035 as set out below: <i>(wording as Minuted)</i></li> </ol>	Executive Leader Delivery and Performance	Completed
20.3. Review - 2025 Council Meeting Schedule and Update of Council Meetings Policy (Frequency and Commencement	<p>That Council:</p> <ol style="list-style-type: none"> <li>resolves that pursuant to regulation 6(1) of the Local Government (Meeting Procedures) Regulations 2015, Council Meetings will start at 10.30am, beginning with the Council Meeting scheduled for Thursday 19 June 2025.</li> <li>notes that if Recommendation 1 is resolved in the affirmative: <ol style="list-style-type: none"> <li>clause 1.5 of the Council Meetings Policy (Frequency and Commencement Time) (14-Plx-001) will be amended as follows: Council Meetings commence at 10.30am.</li> </ol> </li> </ol>	Executive Leader Delivery and Performance	Completed

Time) (14-Plx-001)	<p>(b) pursuant to regulation 7(4) of the Local Government (Meeting Procedures) Regulations 2015, the 10.30am start time for Council Meetings will be communicated by a notice published in The Examiner, via <a href="http://www.launceston.tas.gov.au">www.launceston.tas.gov.au</a> and by notice available at the Customer Service Centre, Town Hall, Launceston.</p> <p>(c) the part of the Council's decision made on 28 November 2024 which determined that Council Meetings would commence at 1pm is overturned.</p>		
20.4. Dispute Resolution Policy (14-Plx-040)	<p>That Council:</p> <ol style="list-style-type: none"> <li>adopts the Dispute Resolution Policy (14-Plx-040) as follows: (<i>wording as Minuted</i>)</li> </ol>	Executive Leader Delivery and Performance	Completed
20.6. Lease - Rocherlea Scout Group and Northern Tasmania Amateur Radio Club	<p>That Council:</p> <ol style="list-style-type: none"> <li>pursuant to sections 179 of the Local Government Act 1993 (Tas), decides to lease part of the land situated at 23 - 41 Archer Street, Rocherlea (CT50434/1), known as the Rocherlea Scout Hall, as identified on the plan below: (<i>Image as Minuted</i>)</li> <li>requires that the lease is on the following basis: <ol style="list-style-type: none"> <li>the lease is to commence on 30 May 2025 for a period of 5 years;</li> <li>the commencing rent is to be \$340.34 per year;</li> <li>the lessee is to be responsible for: <ol style="list-style-type: none"> <li>energy costs;</li> <li>volumetric and connection charges for water;</li> <li>contents insurance; and</li> <li>other service charges if any.</li> </ol> </li> <li>the lessee is to continuously: <ol style="list-style-type: none"> <li>maintain building in good and reasonable order;</li> <li>keep clear all noxious growth from premises;</li> <li>hold public liability insurance of at least \$20 million;</li> </ol> </li> </ol> </li> <li>the Council is to be responsible for structural maintenance;</li> <li>requests the Chief Executive Officer to: <ol style="list-style-type: none"> <li>determine the exact dimensions of the land to be leased and all remaining terms and conditions;</li> </ol> </li> </ol>	Executive Leader Delivery and Performance	In progress waiting to be signed



	<ul style="list-style-type: none"> <li>b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and</li> <li>5. notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the Local Government Act 1993.</li> </ul>		
20.7. Lease - Old Launcestonians Football Club	<p>That Council:</p> <ul style="list-style-type: none"> <li>1. pursuant to section 179 of the Local Government Act 1993 (Tas), decides to lease part of 2 Invermay Road, Invermay (CT Volume 180240 Folio 2), known as Invermay Park, as identified on the plan below: <i>(Image as Minuted)</i></li> <li>2. requires that the lease is on the following basis: <ul style="list-style-type: none"> <li>a. the lease is to commence on 1 June 2025 for a period of 5 years;</li> <li>b. the commencing rent is to be \$340.34 per year;</li> <li>c. the lessee is to be responsible for: <ul style="list-style-type: none"> <li>i. energy costs;</li> <li>ii. contents insurance;</li> <li>iii. other service charges if any.</li> </ul> </li> <li>d. the lessee is required to continuously: <ul style="list-style-type: none"> <li>i. maintain the building in good and reasonable order;</li> <li>ii. keep clear all noxious growth from premises;</li> <li>iii. hold public liability insurance of at least \$20 million;</li> </ul> </li> </ul> </li> <li>3. the Council is to be responsible for structural maintenance;</li> <li>4. requests the Chief Executive Officer to: <ul style="list-style-type: none"> <li>a. determine the exact dimensions of the land to be leased and all remaining terms and conditions;</li> <li>b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and</li> </ul> </li> <li>5. notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the Local Government Act 1993.</li> </ul>	Executive Leader Delivery and Performance	In progress waiting to be signed
20.8. Lease - Albert Hall - Theatre North	<p>That Council</p> <ul style="list-style-type: none"> <li>1. approves the lease of Albert Hall on the following basis: <ul style="list-style-type: none"> <li>a. Property is Albert Hall</li> </ul> </li> </ul>	Executive Leader Delivery	Lease to be signed and negotiated with

	<ul style="list-style-type: none"> <li>b. Lessee is to be Theatre North Inc.</li> <li>c. Lease is to commence on 1 October 2025 or on issue of the Certificate of Practical Completion under DA0108/2022</li> <li>d. Term is to be 2 years with a 2-year option</li> <li>e. Lease amount is to be \$1 per year</li> <li>f. Lessee is to be paid three amounts, which are: <ul style="list-style-type: none"> <li>(i) A payment of \$294,000 per full year to manage the venue and booking system from the commencement of the lease, payable on a monthly or quarterly basis</li> <li>(ii) A compensation payment of up to \$100,000 per quarter for the first eight quarters during the shutdown of the Princess Theatre and Earl Arts Centre, estimated to commence in January 2026</li> <li>(iii) A cash subsidy of up to \$132,500 per year, adjusted for CPI, dependent on the financial performance of the Lessee during the term of the lease</li> </ul> </li> </ul>	and Performance	Theatre North shortly.
	<ul style="list-style-type: none"> <li>2. Accepts the surrender of the Princess Theatre lease.</li> <li>3. Forms the intention to lease the Princess Theatre and Earl Arts Centre to Theatre North Inc. on the following basis: <ul style="list-style-type: none"> <li>a. Property is Princess Theatre and Earl Arts Centre</li> <li>b. Lessee is to be Theatre North Inc.</li> <li>c. Lease is to commence on the issue of the Certificate of Practical Completion under DA0424/2024, estimated to be 1 February 2028</li> <li>d. Term is to be 5 years with a 5-year option</li> <li>e. Lease amount is to be \$1 per year.</li> </ul> </li> <li>4. Approves the lease of the Princess Theatre and Earl Arts Centre on the terms above, provided that no objections are received during the applicable public objection period.</li> <li>5. Notes that the payment for managing the booking system referred to at Recommendation 1(f)(i) exceeds \$250,000 and accordingly: <ul style="list-style-type: none"> <li>a. Resolves, by absolute majority, that the payment is required to ensure that Theatre North can continue to provide theatre and cultural services during the redevelopment of the Princess Theatre,</li> </ul> </li> </ul>		

	<p>and a satisfactory result would not be achieved by inviting tenders because of -</p> <p>(i) extenuating circumstances.</p> <p>6. requests the Chief Executive Officer to:</p> <p>a. determine the exact dimensions of the land and all remaining lease and contractual terms and conditions; and</p> <p>b. exercise any of the Council's rights, options or discretions necessary for the proper administration of the leases and contracts.</p>		
20.9. Land dealings at 2 Invermay Road and 1 and 5 McGrath Way	<p>That Council</p> <p>1. Pursuant to section 177 of the Local Government Act 1993, approves the disposal of approximately 267m2 of land indicated as 'Lot 1b' in the plan below: <i>(image as Minuted)</i></p> <p>2. Pursuant to section 177 of the Local Government Act 1993, approves the disposal of the land necessary for 'R.O.W and Services Easements for Lot 1' and 'Service Easement in favour of TasNetworks' as identified on the plan at Recommendation 1.</p> <p>3. Pursuant to section 175 of the Local Government Act 1993, approves the purchase of approximately 7559m2 of land identified as 'Balance of SP.174633/1' on the plan at Recommendation 1.</p> <p>4. Approves each of the land transfers to occur for nominal consideration.</p> <p>5. Pursuant to section 207 of the Local Government Act 1993, remits the Council's application fees applying to requests to dispose of interests in the relevant land.</p> <p>6. Notes the valuation advice obtained for each of the pieces of land, provided at Attachment 1, 2 and 3 respectively.</p>	Executive Leader Delivery and Performance	Still in progress: The Council is liaising with the University of Tasmania on the most appropriate documentation to give effect to the land dealings. Settlement of the transactions is planned to occur following the finalisation of the subdivision of 2 Invermay Road under DA0562/2024.
20.10. Queen Victoria Museum and Art Gallery Funding Agreement 2024/2025	<p>That Council:</p> <p>1. notes the correspondence received from the Secretary of the Department of State Growth, noting the funding shortfall to be provided to the City of Launceston in 2024/2025.</p> <p>2. Continues to advocate for a more equitable share of funding for the QVMAG from the Tasmanian Government.</p>	Executive Leader Delivery and Performance	Completed

17 April 2025			
17.4. Remission of Fees for Female Football Initiative 2023 Hire of Churchill Park	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.	Executive Leader Connections and Liveability	Completed Remission provided
20.5. Lilydale Hall	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).	Executive Leader Delivery and Performance	Negotiations with the LDPA are continuing, with the next meeting to take place on 22 May 2025.
20.6. Council Committees	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.	Executive Leader Delivery and Performance	Points 1 – 5 & 8 complete.  Points 6 & 7 ongoing, pending approval of the updated Strategic Plan.

	<p>4. in respect of the Events Sponsorship Assessment Panel, a special committee convened pursuant to section 24 of the Local Government Act 1993 (Tas):</p> <ul style="list-style-type: none"> <li>(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;</li> <li>(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.</li> <li>(iii) appoints Councillor A G Harris as Committee member.</li> </ul> <p>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):</p> <ul style="list-style-type: none"> <li>(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;</li> <li>(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.</li> <li>(iii) appoints Councillor A G Harris as Committee member.</li> </ul> <p>6. notes that appointments for all Council Committees will be brought to an upcoming Council meeting, following a call for nominations at Council workshop.</p> <p>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.</p> <p>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.</p>		
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27 March 2025			
17.2. Intention to Undertake Community Consultation - Draft Carr Villa Memorial Park Masterplan	That Council: <ol style="list-style-type: none"> <li>1. receives the Draft Carr Villa Memorial Park Masterplan;</li> <li>2. approves public consultation on the Draft Carr Villa Memorial Park Masterplan for a period of 4 weeks; and</li> <li>3. 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.</li> </ol>	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"> <li>1. receive and note the report providing comparative analysis of State and Local Government funding provisions for Queen Victoria Museum and Art Gallery (QVMAG); and</li> <li>2. 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.</li> </ol>	Chief Executive Officer  Director Queen Victoria Museum and Art Gallery	In progress  Meeting held with the relevant Minister to discuss options for us moving forward.
18.2. Regional Precincts Partnership Program Submission	That Council: <ol style="list-style-type: none"> <li>1. 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).</li> </ol>	Director Queen Victoria Museum and Art Gallery	In progress
20.7. Memorandum of Understanding - Provision of Bikes to Tasmania Police	That Council: <ol style="list-style-type: none"> <li>1. 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 within the Launceston Central Business District, supported by a Memorandum of Understanding (MOU).</li> <li>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.</li> </ol>	Chief Executive Officer	Commenced Provision of a draft MOU to Tasmania Police for consideration and feedback has occurred. Additional feedback has been provided by TasPol, who remain very supportive, and are keen to use

			Launceston as a trial.  Council is awaiting TasPol to advance – update sought on 13 May 2025.
20.9. Proposed Amendment to Sealed Plan 164783, 62 Parklands Parade	That Council, by absolute majority: 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, 2. requires that the statutory notices provided in accordance with that 17 October 2024 decision be withdrawn.	Executive Leader Delivery and Performance	In progress. The objector has been advised that the Council is not progressing with its 17 October 2024 decision. Formal withdrawal notices will be issued by 30 June 2025.
13 February 2025			
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. Information has been prepared by council's youth officers and will be presented in a council report in July.  Item 6: an enquiry has been sent to the PCH redevelopment project team seeking engagement. Awaiting response.

23 January 2025			
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 Community Assets and Design	Currently on hold due to staffing vacancies (Traffic Engineer) and existing commitments. We currently are advertising and working to recruit for a new Traffic Engineer. Due to this and other vacancies within the team it has resulted in a number of critical items being placed on hold until suitably qualified staff are hired.
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 its promotion of offering free parking 3.30pm-5.30pm	Executive Leader Delivery and Performance	Online information – newsletter and website – has been updated. We are working with our supplier to update existing signage.



12 December 2024			
19.2. Action in Respect of a Grant from the Tasmanian Government for Projects in Lilydale	That Council: 1. determines to: 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	That Council: 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: 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  3.b. Chief Executive Officer	Item 1 – Complete. Item 2 – First stage complete. Second stage timing to be confirmed. Item 3a – Complete. Item 3b – to be confirmed.
21.1. Proposal to Establish a Public Register of Interests	That Council: 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: 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: 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.	Executive Leader Delivery and Performance	Ongoing and forms part of the overall policy review currently being developed for the organisation.

31 October 2024			
19.2. Flood Mitigation Strategy - Scoping Study	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. endorses the Flood Mitigation Strategy - Scoping Strategy (ECM Doc Set ID 5145101); and</li> <li>2. Includes the required additional resourcing in the draft 2025/26 financial year budget.</li> </ol>	Executive Leader Community Assets and Design	Resourcing to lead the project, Flood Mitigation Advisor, closed on 13 June 2025. Applications are currently being considered.
19.3. Queen Victoria Jubilee Drinking Fountain Restoration Project - Non Application of Public Tender Process	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. notes the Conservation Report for the Children's Jubilee Drinking Fountain (ECM Doc Set ID 5138081), included as attachment 1 to this report;</li> <li>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"> <li>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</li> <li>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</li> <li>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</li> <li>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</li> <li>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</li> </ol> </li> <li>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.</li> </ol>	Executive Leader Connections and Liveability	Restoration work is almost complete and appropriate paint finishes have been selected. Reconstruction and installation of the fountain is expected in October 2025 with a launch being planned to coincide with Children's Week. The fountain was originally gifted to the city by the Children of Launceston.

5 September 2024			
19.1. Princess Theatre and Earl Arts Centre	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. 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.</li> <li>2. Advocate for Federal and State Government funding to support Council's contribution.</li> <li>3. Include the projected value of the works in the Long-term Financial Plan.</li> <li>4. 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"> <li>a. Detailed scope of works</li> <li>b. Program scheduling</li> <li>c. Financing and procurement strategy</li> <li>d. Stakeholder management plan</li> <li>e. Risk management plan</li> </ol> </li> <li>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.</li> </ol>	<p>Executive Leader Community Assets and Design</p> <p>Executive Leader Delivery and Performance</p>	Complete
2 May 2024			
14.1. Cataract Gorge Chairlift Renewal Request	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. 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"> <li>a. Disposal of an interest in land under section 178 of the <i>Local Government Act 1993</i>.</li> <li>b. A new licence or easement for operation of the site.</li> <li>c. 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.</li> </ol> </li> <li>2. Notes the land owner consent, disposal of an interest in land and licence all require separate decisions of Council.</li> </ol>	Executive Leader Delivery and Performance	In progress – discussions are ongoing with proponent.

21 March 2024			
15.1. Transfer of York Park to Stadiums Tasmania	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. 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.</li> <li>2. 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.</li> <li>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)</li> <li>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.</li> <li>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.</li> <li>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.</li> <li>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.</li> </ol>	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. We are aiming for a transfer this financial year (pre-30 June 2025).

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"> <li>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</li> <li>given the extensive theft and damage that has occurred to the dwelling on the site, that it be demolished.</li> </ol> <p>MOTION 2 That Council:</p> <ol style="list-style-type: none"> <li>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</li> <li>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.</li> </ol>	<p>Executive Leader Delivery and Performance</p> <p>Chief Executive Officer</p>	<p>Re: Motion 2, Item 2, ELT received a briefing on this property from a land use perspective on 8 April 2025. Awaiting further advice from the Open Spaces and Sustainability Team.</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

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**22.2. Status Report on Notices of Motions as at 12 June 2025**

**FILE NO:** SF5547

**AUTHOR:** Kelsey Hartland (Team Leader Governance)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**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 as at 22 May 2025.
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**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
<b>11 February 2021</b> Councillor A E Dawkins	<b>Traffic Calming on Gorge and Trevallyn Roads</b> <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	As per last update, resourcing for the remaining six recommendations will be considered during 2025. The Transport Team currently have two vacancies that occurred in April and are actively recruiting both roles. In the meantime, there are insufficient resources to undertake this work.
<b>10 March 2022</b> Councillor D C Gibson	<b>Windermere/Swan Bay Roads</b> <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>	Chief Executive Officer  Executive Leader Community Assets and Design	As per last update, resourcing for the remaining four recommendations will be considered during 2025. The Transport Team currently have two vacancies that occurred in April and are actively recruiting. In the meantime, there are insufficient resources to undertake this work.
<b>11 August 2022</b> Councillor T G Walker	<b>Suburban Business District Green Spaces</b> <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> 1. <i>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,</i>	Executive Leader Connections and Liveability	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.  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><i>St Leonards and Newstead; and</i></p> <ol style="list-style-type: none"><li><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></li><li><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 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></li><li><i>4. 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></li></ol>		
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<p><b>15 December 2022</b> Councillors D H McKenzie and A E Dawkins</p>	<p><b>Clean Air Strategy</b> <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"> <li><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></li> <li><i>2. review of the effectiveness of past Council programs to improve air quality outcomes, such as the Wood Heater buy-back program;</i></li> <li><i>3. compilation of baseline data to provide a base to measure improvements;</i></li> <li><i>4. engagement of Northern Councils to achieve shared actions where possible;</i></li> <li><i>5. education of industry and the broader community on better environmental practices;</i></li> <li><i>6. investigation of more effective enforcement processes; and</i></li> <li><i>7. 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></li> </ol>	<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, with a business case for recruitment for resourcing to facilitate underway.</p> <p>Pending successful recruitment, and in consideration of the recruits' skillsets and knowledge, we have allowed for a conservative timeline. Importantly, we anticipate completing the strategy and action plan within this indicative timeline as several tasks can be undertaken concurrently:</p> <ul style="list-style-type: none"> <li>• Recruitment of Environmental Health Officer: End June 2025</li> <li>• Review and finalisation of project plan and stakeholder engagement plan: August 2025</li> <li>• Review of data and precedent studies: December 2025</li> <li>• Gap analysis: March 2025</li> <li>• Stakeholder engagement: June 2026</li> <li>• Data collation: December 2026</li> <li>• Draft strategy and action plan: February 2027</li> <li>• Stakeholder review draft strategy and action plan (incl. Councillor workshops prior to going out to broader stakeholder group): June 2027</li> <li>• Finalise strategy and action plan (incl. Councillor meeting to endorse): December 2027.</li> </ul>
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<p><b>29 June 2023</b> Councillor L M McMahon</p>	<p><b>Reinstatement of the State Government's Financial Contribution to the Active Launceston Program</b> <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>	<p>Executive Leader Connections and Liveability</p>	<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. The recurring funding that Council previously received has not been reinstated.</p> <p>Active Launceston was established in 2008 through a partnership between the Tasmanian Government, the University of Tasmania, and the City of Launceston. The program framework is underpinned by a Masters Thesis and represents a unique, evidence-based model developed by Healthy Tasmania.</p> <p>The Active Launceston service provider has recently advised that they will no longer deliver the program after 2025 and have asked if Council would be interested in purchasing the brand.</p> <p>The City of Launceston has demonstrated a strong and ongoing commitment to supporting the health and well-being of its community. Transitioning the Active Launceston program in-house would build on that commitment and would strengthen the City of Launceston's leadership in public health.</p> <p>The CaL team recognise the health and well-being benefits of providing affordable options for physical activity, and so is currently reviewing operations to find efficiencies so that the program can continue to be delivered in-house. A report and recommendation will be provided to Council.</p>
<p><b>21 September 2023</b> Councillor A E Dawkins</p>	<p><b>Establishing a Leadership Role for the City of Launceston in the Prevention of Child Sexual Abuse</b> <i>To show local community leadership and responsiveness to the revelations of widespread historic and</i></p>	<p>Executive Leader Connections and Liveability</p>	<p>Progress against delivery of this motion and progress towards compliance with the Child and Youth Safe Organisations Framework (CYSOF) was reported to the Council on 27 March 2025.</p>

	<p><i>contemporary child sexual abuse in Launceston, as evidenced in the recent Commission of Inquiry* hearings, it is moved that Council:</i></p> <ol style="list-style-type: none"> <li><i>1. investigates opportunities to acknowledge victim/survivors of child sexual abuse through the inclusion of an appropriate public art installation in the next stage of the City Heart development.</i></li> <li><i>2. engages with the organisers of the National Child Sexual Abuse Survivors Day to support community events planned for the Launceston municipality.</i></li> <li><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></li> <li><i>4. requests the Council's Officers report to a future Council Meeting on:</i> <ol style="list-style-type: none"> <li><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></li> </ol> </li> </ol>		<p>Work is now focusing on the development of a council policy on child safety. This involves the distribution of a survey to local organisations in Launceston working with children and young people to understand how they have progressed with regards to meeting their obligations under CYSOF. This will help us refine our role as a leader in creating a child safe Launceston and inform the development of Council's Child and Youth Safe Policy.</p>
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	<p>b) <i>progress against compliance with the National Principles for Child Safe Organisations, including Child Sexual Abuse prevention awareness for Councillors.</i></p> <p>* Commission of Inquiry (COI) into the Tasmanian Government's Responses 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>		
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<p><b>7 March 2024</b> Councillor A J Britton</p>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> <li><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></li> <li><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 costs and benefits within our jurisdiction.</i></li> <li><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></li> <li><i>4. The project is to be considered as part of annual plan and budget discussions.</i></li> <li><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></li> </ol>	<p>Executive Leader Community Assets and Design</p>	<p>A dedicated role to lead the project, Flood Mitigation Advisor, closed on 13 June 2025. Applications are currently being considered.</p>
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	<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>		
<p><b>16 May 2024</b> Councillor A J Palmer</p>	<p><b>Family Violence</b> <i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>1. acknowledges that family and domestic violence has never, and will never be tolerated in our community; and</i></li> <li><i>2. recognises the strategies and programs Council has in place to support victims of domestic and family violence; and</i></li> <li><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></li> </ol>	<p>Executive Leader Delivery and Performance</p>	<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.</p>

			<p>The Organisational Development Team are researching training options.</p> <p>This Notice of Motion is listed in both the Organisational Development and People and Culture Team Plans as a priority.</p>
<p><b>13 June 2024</b> Councillor A E Dawkins</p>	<p><b>Establishing an Inclusion Action Plan and Community Consultation</b> <i>That Launceston City convene a round table of LGBTIQA+ residents and their allies to discuss and recommend further action by the City to foster LGBTIQA+ equity and inclusion with the goal of developing an Inclusion Action Plan</i></p>	<p>Executive Leader Connections and Liveability</p>	<p>Executive Leader Connections and Liveability has met with LGBTIQA+ advocates on 15 May 2025. From this an engagement plan will be developed. A survey developed of LGBTIQA+ people and allys will be launched at a LGA Pride and Progress Forum on 5<sup>th</sup> June. The results of this survey will be developed into an Action Plan.</p>
<p><b>22 August 2024</b> Mayor Councillor M K Garwood</p>	<p><b>Increase Housing Diversity in the Municipality</b> <i>That Council explores an opportunity to increase housing diversity in the municipality by:</i></p> <ul style="list-style-type: none"> <li><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></li> <li><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></li> </ul>	<p>Executive Leader Strategy and Innovation</p>	<p>The Executive Leaders of Community Assets and Design and Strategy and Innovation met to undertake project handover in May. This is now a Strategy and Innovation item for further review and progression.</p> <p>In addition to supporting site specific discussions occurring for some Council owned sites, the Executive Leader Strategy and Innovation will review the requirements for a comprehensive investigation, prepare a workplan, and report back to Council as soon as practical.</p>



	<ul style="list-style-type: none"> <li>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</li> </ul>		
<b>19 September 2024</b> Mayor Councillor M K Garwood	<b>CCTV (Closed Circuit Television) System Within Launceston Central Business</b> <i>That Council:</i> <ol style="list-style-type: none"> <li>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</li> <li>A report be presented to Council summarising the review, including any future options for system improvement and investment.</li> </ol>	Executive Leader Community Assets and Design	RFQs received are under assessment.
<b>12 December 2024</b> Mayor Councillor M K Garwood	<b>Bicycle Donation to Tasmania Police</b> <i>That Council:</i> <ol style="list-style-type: none"> <li>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.</li> </ol>	Chief Executive Officer	<p>Officers will develop an MOU with Tasmania Police which will set out the expectations for:</p> <ul style="list-style-type: none"> <li>how often the bicycles will be used</li> <li>where the bicycles will be used</li> <li>maintenance responsibilities</li> <li>ownership of the bikes</li> <li>transfer of bikes back to CoL in the event the bike patrols are not deemed feasible by TasPol.</li> </ul> <p>Work on the MOU is continuing. Council now awaits details from TasPol.</p>

<p><b>12 December 2024</b> Mayor Councillor M K Garwood</p>	<p><b>Mobile LED Screen</b> <i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>1. investigates the procurement of a large mobile LED screen to support City activation, and events; and</i></li> <li><i>2. the project is to be considered as part of annual plan and budget discussions.</i></li> </ol>	<p>Executive Leader Connections and Liveability</p>	<p>Council officers are working with local audio/visual professionals to understand the infrastructure requirements for a large LED screen to be procured by the city. Investigations into the screen include locations suitable to host the screen, cost-benefit for different screen types, accessibility, power provisions at preferred locations, and the possible integration of a screen for community and Council-led events.</p> <p>To close out investigations, further analysis for storage locations, local vendor availability for procurement/maintenance, and use cases are required.</p> <p>A final report recommending a preferred screen type will be presented to council early in the new financial year.</p>
<p><b>12 December 2024</b> Mayor Councillor M K Garwood</p>	<p><b>Street Art Festival and Street Art Laneways</b> <i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>1. 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></li> <li><i>2. pursuant to the City of Launceston Public Art Strategy 2023-2031, prioritises the Opportunity - City Centre Laneways recommendation for a Laneway Festival to be developed in conjunction with each gallery described in the above recommendation.</i></li> </ol>	<p>Executive Leader Connections and Liveability</p>	<p>A significant amount of work was undertaken to develop a trial street art festival for delivery in FY2024/2025. Proposed for delivery in May 2025, eight building owners located in the Quadrant mall and immediate area confirmed their support to receive public art as part of the festival. Due to timelines required for development applications for street art and the potential for unfavourable weather conditions, the event was postponed and will be incorporated into the FY2025/2026 event. Work on the 2025/2026 event is progressing, with draft Laneway Festival branding and marketing assets developed. New buildings are also being sought for participation in the larger festival.</p>

<p><b>12 December 2024</b> Councillor S Cai</p>	<p><b>Graffiti Removal from Private Dwellings Within the Launceston Municipality</b> <i>That Council:</i> 1. <i>considers expanding graffiti removal to include private dwellings and infrastructure by:</i></p> <ul style="list-style-type: none"> <li><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></li> </ul>	<p>Executive Leader Community Assets and Design</p>	<p>Councillors provided further verbal feedback on this program at the 5 June 2025 Workshop, which will need further consideration by officers. Councillors were not satisfied with the recommended funding source or offering proposed by officers.</p>
<p><b>27 March 2025</b> Councillor T G Walker and Councillor A J Palmer</p>	<p><b>Lilydale Falls Reserve</b> <i>That Council:</i> 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></p>	<p>Executive Leader Connections and Liveability</p>	<p>An engagement plan is being prepared and the project handed over the new Executive Leader Connections and Liveability to progress.</p> <p>The consultation will focus on broader questions about the future of Lilydale falls, including site infrastructure, accessibility, and overnight camping, and will include questions about food trucks operating at the site.</p>
<p><b>29 May 2025</b> Councillor A J Palmer and Councillor A J Britton</p>	<p><b>Lilydale Football Club</b> <i>That Council:</i> 1. <i>contributes up to \$6,000 (excluding GST) to the Lilydale football Club to go towards the cost of a building surveyor and drawing.</i></p>	<p>Executive Leader Connections and Liveability</p>	

**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

- 23. LATE ITEMS**  
No 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. LGAT (Local Government Association Tasmania) Election of President**

**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.

**24.3. Annual Write Off of Non-Recoverable and Non-Rating Debts - 30 June 2025**

**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.

**24.4. End of Closed Session**

**25. NEXT COUNCIL MEETING DATE**

**The next Ordinary Meeting of Council will be held at 10.30am, 10 July 2025 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.**

**26. MEETING CLOSURE**