



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 29 MAY 2025
1.00PM**

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

Date: 29 May 2025

Time: 1:00 pm

Certificate of Qualified Advice

Background

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

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

Certification

I certify that:

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



Sam Johnson OAM
Chief Executive Officer

VIDEO and AUDIO STREAMING of COUNCIL MEETINGS

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

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

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

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

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

For further information, please refer to our Video and Audio Streaming of Meetings Policy and our Privacy Policy available at:
<https://www.launceston.tas.gov.au/Council-Region/Legislation-and-Policy/Policy>

PUBLIC QUESTION TIME - AGENDA ITEM 8

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

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

PUBLIC COMMENT ON AGENDA ITEMS

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

Please note the following important information:

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

Your respectful contribution is welcome and appreciated.

LEGISLATIVE TERMINOLOGY - GENERAL MANAGER

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

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1. OPENING OF MEETING - ATTENDANCE AND APOLOGIES

2. MAYORAL ACKNOWLEDGEMENTS

3. DECLARATIONS OF INTEREST

Local Government Act 1993 (Tas) - section 48

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

4. CONFIRMATION OF MINUTES

4.1. Confirmation of Minutes

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

RECOMMENDATION:

That Council:

1. confirms that the Minutes of the Ordinary Meeting of the City of Launceston Council held on 8 May 2025 are a true and correct record.
 2. (a) notes that the Special Meeting scheduled for 1 May 2025 was abandoned due to a lack of a quorum; and
(b) confirms the Minutes prepared as required by regulation (12)(2) of the *Local Government (Meeting Procedures) Regulations 2015*.
-

5. COUNCIL WORKSHOPS

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

5.1. Council Workshops Report - 15 May 2025 and 22 May 2025

FILE NO: SF4401

AUTHOR: Lorraine Wyatt (Team Leader Executive Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RELEVANT LEGISLATION:

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

RECOMMENDATION:

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

1. Council Workshop conducted on 15 May 2025:

Amendments and Finalisation - Launceston Housing Plan 2025-2040

Councillor's received a presentation on the proposed changes to be made to the Launceston Housing Plan 2025-2040 since community consultation and the proposed implementation plan for the short-term projects identified in the Housing Plan.

Budget 2025/2026

Councillor's received an update on the budget for 2025/2026.

Update- TEMT Infrastructure and Amenities Master Plan - Council Background

Councillor's received a presentation from Fitzgerald Frisby Landscape Architect (FFLA) on behalf of the Tamar Estuary Management Taskforce on the development of an infrastructure and amenities master plan for the foreshore of the upper estuary aimed at creating a vibrant creative and recreational hub.

Northern Tasmanian Development Corporation (NTDC) - Annual Update

Councillor's received an update from the NTDC Chair and CEO including project status updates and proposed actions for 2025/2026.

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 Prof G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor S Cai and Councillor A J Britton
Apologies: Councillor L M McMahon

2. Workshop conducted on 22 May 2025:

City of Launceston 10-year Strategic Plan 2025-2035 (amended DRAFT)

Councillor's received a presentation about engagement outcomes and resulting proposed amendments to the Draft 10-year Strategic Plan and provided feedback on the amended Draft prior to finalisation.

Christmas Carols

Councillor's received a presentation on the options for future facilitation of the Launceston Christmas Carols.

Myriad Launceston Visitation Research Report Findings

Councillor's received a presentation about the key findings of the visitor research, conducted by Myriad Research, with a view to supporting future decision-making for Launceston's visitor economy.

Draft Carr Villa Memorial Park Masterplan Consultation Outcomes, and Draft Plan Revision

Councillor's received a summary of community feedback received on the Draft Carr Villa Memorial Park Masterplan, along with recommended changes informed by the review of submissions received during the engagement process.

Rate Modelling Budget 2025 2026

A presentation was provided to Councillor's on the proposed rates for 2025/2026 by each rating category.

Annual Plan and Budget 2025/2026 - Public Consultation Feedback and Review

Feedback received from the public during the public consultation period for the proposed 2025/2026 Annual Plan and Budget was provided. Officers also presented the drafted designed Annual Plan 2025/2026.

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

Apologies: Councillor D C Gibson, Councillor A G Harris, Councillor A E Dawkins and Councillor L M McMahon

REPORT:

Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015* says that the Agenda of an Ordinary Council Meeting is to include the date and purpose of any Council Workshops held since the last Meeting.

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS

Councillors' Leave of Absence Applications will be considered in Closed Council at Agenda Items 24.6 and 24.7 - Councillors' Leave of Absence.

7. COMMUNITY REPORTS

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

No Community Reports have been identified as part of this Agenda

8. PUBLIC QUESTION TIME

Local Government (Meeting Procedures) Regulations 2015 - Regulation 31

8.1. Public Questions on Notice

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

8.1.1. Public Questions on Notice - Robin Smith - Parking Matters and Boxing Day Operations - 30 April 2025

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 30 April 2025 by Robin Smith, have been answered by the Team Leader Parking and the Senior Leader Health and Compliance.

Question 1:

[Regarding Boxing Day operations of council owned and operated multi-story car parks in Launceston which arise from the City of Launceston Council Meeting Agenda Thursday, 13th of February 2025 Item 8.1.5. Public Questions on Notice - Robin Smith - Parking Matters including Parking Operations, Christmas Arrangements]

To the question: *"What consideration was given to parking operations on 26 December 2024 (Boxing Day)?"*

Council answered:

"The decision was made not to operate the three multi-storey car parks on Boxing Day 2024 due to a technical issue arising with our after-hours service provider. While the system was operational, several technological communication issues required addressing before it could function independently without oversight. As a result, the car parks remained closed on Boxing Day."

- a. What was the nature of these 'technological communication issues'?
- b. When did council become aware of them and what changed to enable operation on the 27th of December?
- c. Was an alternative 'oversight' available which could ensure operation?
- d. Did these issues prevent operations in both (a) normal revenue, (b) on a free-of-charge basis (as per the two weekends prior to Christmas), and (c) were both considered?
- e. Were council staff ever scheduled to work Boxing Day in relation to parking?

Response:

a. What was the nature of these 'technological communication issues'?

The technical issue related to intermittent connectivity between the City of Launceston's car park management system and the external after-hours customer support provider. This caused unreliable intercom functionality which would result in customers not being able to contact service providers for support.

b. When did Council become aware of the issue, and what changed to enable operation on the 27th of December?

The connectivity issue became apparent in the days prior to Boxing Day when staff observed extended wait times and unanswered intercom calls at pay stations and exits. Although the system could be operated locally, Council was unable to provide adequate coverage on Boxing Day due to limited staff availability and the need to manage fatigue following significant overtime during the pre-Christmas free parking period.

c. Was an alternative 'oversight' available which could ensure operation?

Alternative options, including offering additional overtime to staff or implementing free parking, were considered. However, to manage staff fatigue, and due to concerns for customer safety with no operational support, the decision was made not to operate the multi-storey car parks on Boxing Day as the risks were considered too high.

d. Did these issues prevent operations in both (a) normal revenue, (b) on a free-of-charge basis, and (c) were both considered?

Council manually operated the pre-Christmas free parking promotion. This was due to limited availability of external hardware and software support, and to ensure technical and operational staff availability to problem-solve the challenges in the planning and implementation of Council's first free parking initiative at this peak period.

For Boxing Day, insufficient staff availability and unresolved intermittent connectivity issues meant neither paid nor free operational models could be delivered safely and without risking customer service failures.

e. Were council staff ever scheduled to work Boxing Day in relation to parking?

No staff were rostered to work on Boxing Day.

Question 2:

To the question in reference to council's free parking initiatives of the 14th, 15th, 21st and 22 December 2024:

"How many officer hours were employed to operate those car parks on those days?"

Council answered:

"A total of 144 officer hours were employed to operate the car parks during the free parking initiative."

What was the role for the 144 staff hours?

Response:

The 144 staff hours were dedicated to supporting the delivery of the free parking initiative across the weekends of 14–15 and 21–22 December 2024. These hours included:

- *Planning how to operate and manage the free parking initiative within the software limitations including liaising with external service providers*
- *Carrying out administrative tasks such as printing signage and preparing public communications*
- *Providing manual operation of the car parks from the communications room on weekends*
- *Responding to technical faults on-site and addressing operational issues as they arose*

Question 3:

Regarding Multi-storey Carparks - Operation:

- a. What was the last time the council's multi-storey car parks did not open on a Boxing Day?
- b. On what date was the decision not to open the multi-storey car parks on Boxing Day 2024 made?
- c. Will council operate any of the three multi-story car parks on Boxing Day 2025?

Response:

- a. ***What was the last time the Council's multi-story car parks did not open on a Boxing Day?***

The City of Launceston has not historically closed multi-story car parks on Boxing Day. In previous years, the after-hours service provider has reliably provided the required oversight. However, the closure on 26 December 2024 was a one-off decision made in the interest of public and staff safety and the inability to provide service continuity due to temporary technical limitations.

To prevent a recurrence, Council has worked with the service providers to implement solutions to mitigate this system failure and ensure service continuity.

b. On what date was the decision not to open the multi-storey car parks on Boxing Day 2024 made?

The decision was reluctantly made on 18 December 2024, after it became apparent that connectivity issues between systems will not be resolved in time to ensure a safe and supported operation. Following this decision staff continued to work with external providers to find a solution, however the risk could not be adequately mitigated.

In addition, there were insufficient staff available to operate the car parks effectively and maintain a safe working environment, including the ability to provide adequate rest breaks. Further to this the Council needed to ensure fatigue management was implemented following intensive periods of overtime directly before Boxing Day. With these limitations in mind, the decision was made to keep the car parks closed for that day only.

c. Will Council operate any of the three multi-story car parks on Boxing Day 2025?

Yes, the City of Launceston will operate its multi-story car parks on Boxing Day 2025. The closure in 2024 was a one-off decision based on specific operational constraints that have since been addressed. Council remains committed to ensuring reliable parking access for the community, particularly during peak holiday periods.

ATTACHMENTS:

1. Questions on Notice - Robin Smith - Parking Matters and Box Day Operations - 30 April 2025 Redacted [8.1.1.1 - 2 pages]

8.1.2. Public Questions on Notice - Nathan Tivendale - Litter on the Heritage Rail Trail - 2 May 2025

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 2 May 2025 by Nathan Tivendale has been answered by the Senior Leader City Amenities.

Question 1:

I occasionally walk the heritage rail trail and there is always a huge amount of litter and dumped rubbish in the bushland around the trail. It could be a really nice trail but it is spoilt by all the rubbish dumped by irresponsible people. The council is fairly responsive to requests for clean-up but we should be combatting this problem proactively not just reactively? All the council is currently doing is offering free rubbish removal to the offenders and doing nothing to discourage future offending.

Response:

The City of Launceston is committed to maintaining the safety, cleanliness, and accessibility of our shared community spaces. As part of our ongoing works program, cleaning and maintenance of the Heritage Rail Trail is carried out regularly. This includes the use of heavy machinery, which may be present along sections of the trail during scheduled works.

To address ongoing concerns regarding illegal dumping, the City of Launceston will continue to actively monitor the area and install clearly visible signage to remind the community that illegal dumping is a serious offence. Offenders may be issued significant fines under local laws.

We encourage all residents and visitors to report any illegal activity to the City of Launceston Customer Service Centre.

ATTACHMENTS:

1. Question on Notice - Heritage rail trail - Tivendale, Nathan Redacted [8.1.2.1 - 1 page]

8.1.3. Public Questions on Notice - James Carroll - Launceston Traffic Management in the City - 8 May 2025

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 8 May 2025 by James Carroll, have been answered by the Engineer – Infrastructure Planning.

Question 1:

Are Councillors aware of the congestion caused by the reduction of speed limits in Bathurst and Wellington Streets and does the Launceston City Council review decisions made by the state that directly impact the city of Launceston because I'm gathering those two roads could come under state roads?

Response:

The City of Launceston and the Department of State Growth actively collaborate on all changes that affect the combined transport network in Launceston, including on the State-managed arterial road network, such as Bathurst Street and Wellington Street.

Question 2:

Was the speed reduction on Wellington and Bathurst Streets implemented by state or local government, or was it a combination of both? If so, what do you review?

Response:

The Launceston Speed Limit Review was first conceived by City of Launceston around ten years ago, when Bathurst Street and Wellington Street were managed by City of Launceston (these roads were handed to the State in December 2019, although the State has always been responsible for all traffic signals). In 2023, the Department of State Growth extensively reviewed the proposal to reduce the speed limits on Bathurst Street and Wellington Street, before giving their consent to City of Launceston to include these roads in the broader package of speed limit reductions across Launceston. City of Launceston applied to the State Transport Commission for approval of the speed limit reductions, and then implemented the approved changes in October 2023.

Question 3:

Did the relevant government body undertake a TIA or a TIS and if so, was it reviewed by the Launceston City Council and are elected members part of that process?

Response:

A formal traffic impact assessment or traffic impact statement is not required for minor changes to the road network, such as speed limit changes. However, the traffic engineering teams from City of Launceston and the Department of State Growth were both satisfied that the impact on the transport network would be minimal. Elected members then endorsed seeking Transport Commission approval for the speed limit reductions, based on officer advice.

Prior to the speed limit reductions, the "green-wave" for the traffic signals on Bathurst Street and Wellington Street was already co-ordinated at less than 50km/h. Only minimal tweaks were made to the traffic signal operation as part of reducing the speed limit to 50km/h, so it was not anticipated to have a noticeable impact on traffic flow. The travel-time data for Bathurst Street and Wellington Street before and after the speed limit reductions shows a consistent increase in night-time average travel-times of 10-20 seconds which would be attributable to the speed limit changes. However, during the day, average speeds were already well below 40km/h on these roads, so the majority of the increased travel-time cannot be attributed to a speed limit reduction from 60km/h to 50km/h.

The increased congestion and travel-time since 2023 would be largely due to the increased volume of traffic using the network, since congestion is much more a function of the amount of traffic trying to use the road. The arterial north-south route through Launceston has experienced significant growth in traffic volumes, with an average of 2.2% per year for the last five years. This equates to an 11% increase, or an extra 3,400 vehicles using the Bathurst / Wellington couplet every day.

Overall the data suggests that while travel times on corridors like Bathurst Street and Wellington Street have increased, the speed limit reductions do not appear to have increased congestion. The increased congestion appears to simply be the result of more traffic on the road network, as congestion is just too many vehicles in one place at one time. The traffic signals do adapt to the amount of traffic on the roads and balance flows and green time to be as efficient as possible, but there comes a point when there is just too much traffic. In the past this has been addressed by building more roads or additional lanes to increase capacity to cater for peak traffic flows. However, it is now internationally recognised that this is unsustainable and instead road managers seek to manage the travel demand on their networks, such as through encouraging people to use another transport mode (walking, cycling, public transport) or travelling outside of peak times. This actually happens naturally as congestion forces people to think about their travel habits.

Question 4:

Travelling over the highway bridge, the traffic gets congested at William Street and the traffic lights have not been adjusted to accommodate the changes. What are we going to do about it? It doesn't matter if it is a state problem, I think the City of Launceston should be involved.

Response:

The ongoing operation of the Launceston transport network is overseen by City of Launceston and Department of State Growth traffic engineering teams, who are happy to receive feedback and suggestions from the public.

ATTACHMENTS:

Nil

8.1.4. Public Questions on Notice - Ray Norman - QVMAG Operations and Strategic Direction, and Birchalls Building - 21 May 2025

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions as submitted to Council on 21 May 2025 by Ray Norman, have been answered by the Executive Leader of Delivery and Performance, the Leader Business Support (QVMAG), and the Chief Executive Officer.

Question 1:

Will the City of Launceston's CEO please provide ratepayers, donors and sponsors with a financial summary of the QVMAG operation that includes:

- The estimated total operating for the QVMAG for 2024/25;
- The equivalent full-time staff employed by the QVMAG; and
- The number of grants the QVMAG received, and the total amounts of grant monies received; and
- The cost to ratepayers et al of providing the QVMAG as cultural destination and research entity ... the metrics ... the total cost divided by attendees; and
- The total amount of earned income, donations and cash sponsorships received in the 2024/25 financial year.

Response:

- ***The estimated total operating for the QVMAG for 2024/25***
The Queen Victoria Museum and Art Gallery has a total net operating budget for the year of \$6,746,305, and is on track to meet this budget by 30th June 2025.
- ***The equivalent full time staff employed at the QVMAG***
FTE 50.37
- ***The number of grants the QVMAG received, and the total amounts of grant monies received***
To 30th April 2025 the Queen Victoria Museum and Art Gallery has received operational grant funds totalling \$1,870,143 from 2 funding sources.
- ***The cost to ratepayers et al of providing the QVMAG as cultural destination and research entity ... the metrics ... the total cost divided by attendees***
Budget of \$6,746,305 / Visitation of 137475 = \$49.07 per visitor

- ***The total amount of earned income, donations and cash sponsorships received in the 2024/25 financial year***

To 30th April 2025 the Queen Victoria Museum and Art Gallery has received the following revenue exclusive of grants already mentioned above:

<i>Fees Revenue (includes bookshop, planetarium & other)</i>	<i>\$632,769</i>
<i>Cash Contributions(includes Other Donations)</i>	<i>\$112,175</i>
<i>Admission related Donations only</i>	<i>\$18,357</i>
<i>Bequest funds received</i>	<i>\$134,777</i>
<i>Interest</i>	<i>\$2,102</i>
<i>Interest - Bequests</i>	<i>\$164,143</i>
<i>Other Revenue</i>	<i>\$4,513</i>
<i>Total</i>	<i>\$1,068,836</i>

Question 2:

Given the authority Councillors has apparently delegated to the CEO will the City of Launceston's CEO please provide ratepayers, donors and sponsors with:

- The details of Council managements determination that the QVMAG become a Company Limited by Guarantee;
- A report on the steps that are actively in place to impliment the transition; and
- The timeline and KPIs for the achievement of Council's determination; and
- The expected cost to ratepayers in transforming the QVMAG into Company Limited by Guarantee; and
- The current expected short-term and long-term benefits that are being discussed as a part of the transformation; and
- The plans in place to garner external expert advice, plus who's recommendation and the point when community experts will become part of the transition given their investment in the institution.

Response:

The Council is the owner and operator of QVMAG. The QVMAG has an advisory board, which meets regularly to discuss matters primarily pertaining to proposed acquisitions of the collection.

Council has adopted a range of strategic instruments relating to QMAG, and these are publicly available. In adopting such strategies Council sought to continue the future management options of the QVMAG. One of these options, includes an entity company limited by guarantee. Council has done some preliminary works regarding this proposed transition, however, it is evident that the identified timeframes as listed within the strategic instruments will not be achieved. There will be continued discussions with Council regarding the QVMAG operating model, ensuring that Councillors are across the details. Particular details relating to a future governance models, such as costs, are not fully known at this time, and will form part of Council's priorities in the coming months.

It is envisaged that as the work continues at QVMAG, not only at workshop sessions to be held with Councillors, but also public facing reports via the Council agenda to ensure transparency.

Question 3:

Will Council now do two things in regard to the Burchalls Building:

- Firstly, put on the public record a full disclosure of all the costs that ratepayers have had to carry as a consequence of Council and Councillors imagining that they had the wherewithal, the business acumen, to be property developers that includes all legal costs, an estimate of the loss of rates and an estimate of the losses to do with the loss of opportunity; and
- Secondly, initiate a meaningful community consultation process facilitated by an external facilitator in order to mitigate against unwarranted Machiavellian manoeuvring from within Town Hall?

Response:

Current discussions and negotiations regarding the Birchalls site are subject to commercial in confidence. Council will continue to work through the current adopted process, with a view to achieving the best possible community outcome.

Council has provided a full disclosure of monies expended at both 118 –122 and 124 Brisbane Street, (also known as the Birchalls and Katies buildings), on several occasions in response to questions from members of the public and the media.

Most recently, this was in response to Ray Norman in the Council Meeting Agenda of 22 August 2024 Item 8.1.3. A query from the Honourable Rosemary Armitage MLC, asked during Council's public consultation process regarding the 2024/2025 Annual Plan and Budget was published in the Council meeting Agenda of 13 June 2024 at Item 19.3

Current costs to date can be summarised as:

Revenue foregone in rates since the purchase equated to \$227,675 at the end of April 2025, utilities costs of \$36,155; legal fees of \$35,999; consultancy and project management costs of \$336,641 including the creation and running of an expression of interest process for future site use and development, architectural fees of \$2,500; security, safety and maintenance works of \$38,987 and \$6,984 on promotional and advertising activities relating the buildings. However, these costs have been effectively more than offset by approximately \$650,000 in interest earned from loan funds which have not been able to be drawn down on.

ATTACHMENTS:

1. Questions on Notice - QVMAG related - Norman, Ray Redacted [8.1.4.1 - 5 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

No Deputations have been identified as part of this Agenda

11. PLANNING AUTHORITY

Under the provisions of the *Land Use Planning and Approvals Act 1993*, Council acts as a Planning Authority in regard to items included in Agenda Item 11 - Planning Authority.

11.1. DA0576/2024 - Crematoria and Cemeteries – Construction of a Building for a Crematorium and Associated Offices

FILE NO: DA0576/2024

AUTHOR: Duncan Payton (Town Planner)

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant:	Design To Live Pty Ltd
Property:	72 Gleadow Street, Invermay
Zoning:	Light Industrial
Receipt Date:	18/12/2024
Validity Date:	10/02/2025
Further Information Request:	10/02/2025
Further Information Received:	14/02/2025
Deemed Approval (extension granted):	2/06/2025
Representations:	7

RELEVANT LEGISLATION:

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

STANDARDS REQUIRING PLANNING DISCRETION:

18.3.2 P1 - Discretionary uses
18.4.5 P1 - Landscaping
C3.5.1 P1 - Traffic generation at a vehicle crossing
LAU-S10.7.2 P3 - Flood Impact

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 DA0576/2024 - Crematoria and Cemeteries - Construction of a building for a crematorium and associated offices at 72 Gleadow Street, subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a. Cover Page, prepared by Design to Live, job no. GLDW72, proposed crematorium and offices at 72 Gleadow Street, Invermay, revision R2, page 1/10, dated 13/02/2025
- b. Site Survey Plan, prepared by Design to Live, job no. GLDW72, proposed crematorium and offices at 72 Gleadow Street, Invermay, revision R2, page 2/10, dated 13/02/2025
- c. Site Plan, prepared by Design to Live, job no. GLDW72, proposed crematorium and offices at 72 Gleadow Street, Invermay, revision R2, page 3/10, dated 13/02/2025
- d. Ground Floor Plan, prepared by Design to Live, job no. GLDW72, proposed crematorium and offices at 72 Gleadow Street, Invermay, revision R2, page 4/10, dated 13/02/2025
- e. External Services, prepared by Design to Live, job no. GLDW72, proposed crematorium and offices at 72 Gleadow Street, Invermay, revision R2, page 5/10, dated 13/02/2025
- f. Elevations Nth-Sth, prepared by Design to Live, job no. GLDW72, proposed crematorium and offices at 72 Gleadow Street, Invermay, revision R2, page 6/10, dated 13/02/2025
- g. Elevations Est-Wst, prepared by Design to Live, job no. GLDW72, proposed crematorium and offices at 72 Gleadow Street, Invermay, revision R2, page 7/10, dated 13/02/2025
- h. Landscape Plan, prepared by Design to Live, job no. GLDW72, proposed crematorium and offices at 72 Gleadow Street, Invermay, revision R2, page 8/10, dated 13/02/2025
- i. Parking and Turning, prepared by Design to Live, job no. GLDW72, proposed crematorium and offices at 72 Gleadow Street, Invermay, revision R2, page 9/10, dated 13/02/2025
- j. Perspectives, prepared by Design to Live, job no. GLDW72, proposed crematorium and offices at 72 Gleadow Street, Invermay, revision R2, page 10/10, dated 13/02/2025
- k. Flood Hazard Report, prepared by Rare, project no. 251040, Crematorium & Offices at Gleadow Street, Invermay, revision 01, dated 09/04/2025

2. AIR QUALITY ASSESSMENT

- a) Prior to the commencement of the use approved by this permit, an assessment of the existing ambient air quality of the surrounding area within the 300m attenuation buffer, prescribed at Table C9.1 of the Tasmanian Planning Scheme, must be prepared by a suitably qualified person and to the approval of the Senior Leader City Development;

- b) After one month's operation, an air quality impact assessment must be undertaken, by a suitably qualified person. A report, prepared by a suitably qualified person, demonstrating that the ongoing operation of the cremator is compliant with ambient air quality standards, as defined by the National Environment Protection (Ambient Air Quality) Measure (NEPM), must be provided within three months of the operation commencing and be to the approval of the Senior Leader City Development;
- c) After twelve months operation, an air quality impact assessment must be undertaken, by a suitably qualified person. A report, prepared by a suitably qualified person, demonstrating that the ongoing operation of the cremator is compliant with ambient air quality standards, as defined by the NEPM, must be provided within thirteen months of the operation commencing and be to the approval of the Senior Leader City Development;
- d) If at any point, the operation of the cremator fails to meet the air quality standards, the use must cease and not recommence prior to remedial action being taken and further testing undertaken to the satisfaction of the Senior Leader City Development; and
- e) If at any point, the cremator is modified or replaced, the testing referred to at (b) and (c) must be undertaken.

3. FLOOD MANAGEMENT

The use approved by this permit must comply with the Flood Hazard Report prepared by RARE, document no. 251040-RPT-001 and dated 09/04/25.

A copy of the Emergency Management Plan must be prominently displayed on site and provided to all key staff.

4. 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.

5. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2025/00116-LCC, dated 13/02/2025 and attached to the permit.

6. 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).

7. SITE LANDSCAPING PLAN

Prior to the commencement of works, a schedule of all proposed trees, shrubs and groundcover, compatible with the endorsed landscape plan, must be submitted for approval by the Senior Leader City Development. The schedule must be prepared by a suitably qualified person, and must include the common name, botanical name and like size at maturity.

Once approved by Senior Leader City Development, the schedule will be endorsed and will form part of the permit. The landscaping must be:

- a) Installed in accordance with the endorsed plan; and
- b) Completed prior to the use commencing; and
- c) Maintained as part of use and development; and
- d) It must not be removed, destroyed or lopped without the written consent of the Council.

8. SIGNAGE CONTENT (STATIC)

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

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

9. SIGN MAINTENANCE (STATIC)

The sign(s) must be constructed and maintained in good condition to the satisfaction of the Council.

10. 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.

11. DAMAGE TO COUNCIL INFRASTRUCTURE

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

12. 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.

13. 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.

14. VEHICULAR CROSSINGS (& ASSOCIATED FOOTPATH WORKS)

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

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

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

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

15. 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.

16. 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.

17. 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.

18. 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.

19. 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.

20. HOURS OF OPERATION

Unless otherwise approved in writing by the Senior Leader Health and Compliance, the activities on The Land must only be undertaken during the following times:

- a. 7.30am to 9.30pm Monday to Friday
- b. 7.30am to 9.30pm Saturdays
- c. Closed Sunday

The above operating hours do not apply to activities associated with a response to an incident that is causing or threatening environmental harm.

21. 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 DA0576/2024. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

- a. The 14 day appeal period expires; or*
- b. Any appeal to the Tasmanian Civil & Administrative Appeal Tribunal (TASCAT) is withdrawn or determined; or*
- c. Any agreement that is required by this permit pursuant to Part V of the Land Use Planning and Approvals Act 1993 is executed; or*
- d. Any other required approvals under this or any other Act are granted.*

The permit lapses after a period of two (2) years if the development or use has not substantially commenced within that period. An extension may be granted subject to the provisions of the Land Use Planning and Approvals Act 1993 as amended, by request to Council.

B. Restrictive Covenants

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

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

C. Appeal Provisions

A planning appeal may be instituted by lodging a notice of appeal with the Registrar of the Tasmanian Civil & Administrative Tribunal (TASCAT).

A planning appeal may be instituted within 14 days of the date the Corporation serves notice of the decision on the applicant.

For more information see the Tasmanian Civil & Administrative Tribunal (TASCAT) website www.tascat.tas.gov.au <<http://www.tascat.tas.gov.au>>

D. Permit Commencement.

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

E. Environmental Management and Pollution Control Act 1994 - Commercial and industrial activities

The activity must be conducted in accordance with the requirements of the Environmental Management and Pollution Control Act 1994 and regulations thereunder. The conditions of this document must not be construed as an exemption from any of those requirements.

REPORT:

1. THE PROPOSAL

It is proposed to construct a single storey building on the currently vacant site at 72 Gleadow Street for the purposes of a crematorium.

The building will provide a single cremator, viewing area, amenities and office. Three car parking spaces are provided on the site, along with landscaping on the frontage and in front of the building entrance. A ground based sign, non-illuminated, is proposed on the frontage.

The proposed crematorium is for the purpose of cremations and will not include a chapel or hold funeral services. It is anticipated that for some cremations, immediate family may wish to be present. Therefore, only a small number of vehicles are expected at any time.

The crematorium will have two employees and is proposed to operate within the hours prescribed in the acceptable solution (i.e. 7am-9pm Monday to Saturday and 8am-9pm Sundays). Whilst the number of cremations to be undertaken in this facility are unknown, relevantly the Carr Villa crematorium conducts around 350 cremations per year. It is likely that cremations conducted at the proposed facility will be drawn from those that would otherwise be conducted at Carr Villa or Franklin Grove at Youngtown.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



72 Gleadow Street, Invermay (not to scale)

The subject site is a generally rectangular lot of 465m², located on the northern side of Gleadow Street.

The site is vacant and adjoins a similar vacant lot to the east. The surrounding area, north of Gleadow Street is zoned Light Industrial and contains a mix of warehouse, vehicle parts and repair businesses. Opposite the site, on the southern side of Gleadow Street, the land is zoned Commercial and contains the JMC pre-delivery centre, various bulky goods outlets and two concrete batching plants to the south-west.

The closest residential zone is approximately 140m to the north of the site.

3. PLANNING SCHEME REQUIREMENTS

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

4. REFERRALS

REFERRAL	COMMENTS
INTERNAL	
Infrastructure and Assets	Conditions recommended.
Environmental Health	Conditions recommended.
Heritage/Urban Design	N/A
Building and Plumbing	Standard notes recommended for the permit.
EXTERNAL	
TasWater	Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA 2025/00116-LCC, dated 13/02/2025.
State Growth	N/A
TasFire	N/A
Tas Heritage Council	N/A
Crown Land	N/A
TasRail	N/A
EPA	N/A
Aurora	N/A

5. REPRESENTATIONS

Pursuant to section 57 of the *Land Use Planning and Approvals Act 1993*, the application was advertised for a 14 day period from 1 March 2025 to 18 March 2025. Seven (7) representations were received. The issues raised are summarised in the following table. All representations received for this application were confidentially circulated to Councillors.

Issue 1 Are we replacing wood smoke with crematorium smoke - what happens on a foggy morning?
<i>Response 1</i> <i>The design and operation of the cremator is such that there will be very little, if any smoke emitted.</i>
Issue 2 This is a small urban lot and there are residential areas close by and the area is unsuitable for a crematorium.
<i>Response 2</i> <i>The site is located within the Light Industrial zone and the use class Crematoria and cemeteries is a discretionary use in the zone.</i>

Issue 3

Surrounding homes and businesses will be directly affected by emissions, noise and increased traffic.

Response 3

Any emissions from the site will be compliant with appropriate air quality guidelines and a condition is proposed to require an assessment of air quality prior to commencement of the use and again at two and twelve months after commencement of the use. Such assessment is to be undertaken by a suitably qualified person and be to the approval of the Senior Leader City Development. The proposal does not include a funeral chapel or provision for services. The impact on existing traffic in Gleadow Street is expected to be insignificant.

Issue 4

The Gleadow Street area is undergoing significant commercial growth. A crematorium in this location is inconsistent and may deter further investment.

Response 4

A crematorium is a discretionary use in the zone and the extent to which it may be perceived to deter further investment in the area is not a matter for consideration by the planning scheme.

Issue 5

The Attenuation Code prescribes a 300m attenuation area within which it must not cause an unreasonable impact on an existing sensitive use. There is a residential dwelling within 20m of the site.

Response 5

Clause C9.2.2 of the Attenuation Code relevantly excludes listed activities in the Light Industrial zone, General Industrial zone, Port and Marine zone and Utilities zone from the operation of the Attenuation Code. This means that the attenuation distances don't apply for these activities.

Issue 6

Is the proposed incinerator new or reconditioned/second hand? It is stated there will be minimal emissions, which clearly means there will be some. Further investigation and enforceable safeguards are required if there is not to be an unacceptable risk to public health.

Response 6

The specific model and its new or used status is not a matter considered by the scheme. Any emissions from the site will be compliant with appropriate air quality guidelines and a condition is proposed to require an assessment of air quality prior to commencement of the use and again at two and twelve months after commencement of the use. Such assessment is to be undertaken by a suitably qualified person and be to the approval of the Senior Leader City Development.

Issue 7

A crematorium is likely to have a negative impact on surrounding property values and perhaps diminish surrounding business.

Response 7

There is no capacity within the planning scheme to have regard to potential impacts on property values.

Issue 8

There should have been significant community consultation prior to application. It is unclear why this location was chosen over other more suitable sites.

Response 8

Ultimately the location of any proposal is a matter for the proponent to consider and determine. The Planning Authority cannot require an applicant to undertake preliminary public consultation and is limited to the prescribed exhibition period.

Issue 9

No details are given about the actual cremator brand and model, its fuel source or fuel storage. (The Florida cremator is fuelled by gas - no gas storage is shown on the proposal plan.

Response 9

Notwithstanding that the applicants have provided additional information, essentially, the make and model of the cremator is irrelevant to the proposal. As with other industries, once the use is approved, the operators are entitled to upgrade their equipment and machinery, within the approved building, and without further approval from the Planning Authority. The proponents have advised that cremator will be fuelled by gas and that there is a natural gas connection available to the property and thus, no need to store gas on the site.

Issue 10

The 11 year old report from a cremator in Florida is inadequate. There is no reference to what the emissions in Gleadow Street might be and the Florida report proves nothing in regard to this site.

Response 10

Previous reports for other facilities and manufacturers documentation provide a reasonable indication of what may be expected. To ensure that any emissions from the site will be compliant with appropriate air quality guidelines, a condition is proposed to require an assessment of air quality prior to commencement of the use and again at two and twelve months after commencement of the use. Such assessment is to be undertaken by a suitably qualified person and be to the approval of the Senior Leader City Development.

Issue 11

The site is within a flood zone and is not appropriate for a crematorium.

Response 11

A Flood Hazard report and Emergency Management Plan has been provided.

Issue 12

The topography of the Tamar basin area encourages an inversion layer, trapping pollutants and leading to poor air quality. Crematorium emissions will be trapped and adversely impact on surrounding residences perhaps as far as Trevallyn.

Response 12

The design and operation of the cremator is such that there will be very little, if any smoke emitted. Any emissions from the site will be compliant with appropriate air quality guidelines and a condition is proposed to require an assessment of air quality prior to commencement of the use and again at two and twelve months after commencement of the use. Such assessment is to be undertaken by a suitably qualified person and be to the approval of the Senior Leader City Development.

Issue 13

The old residence was recently demolished to create the vacant site for this development. Such reduction in the housing stock should not be permitted.

Response 13

Whilst there is no capacity in the scheme to have regard to this, demolition is a permitted development pursuant to clause 7.9.1 of the planning scheme and a permit must be granted unless the Local Historic Heritage Code applies. The site is not contained on the local or State heritage lists and DA0118/2023 was granted approving the demolition of the previous dwelling.

Issue 14

A crematorium in the Gleadow St location will have a negative impact on Launceston's tourism, gastronomy and fresh food reputation and its recreational water front.

Response 14

Whilst there is no capacity in the scheme for this matter to be considered in this assessment, the proposed crematorium, 500m from the recreational waterfront, is considered unlikely to have any impact on Launceston's tourism, gastronomy and fresh food reputation and its recreational water

Issue 15

Helicopters using the helipad opposite would be subject to emissions from the crematorium. Visitors taking helicopter rides or staying at Silo and Peppers hotels and other planned tourist ventures would be treated to views of a crematorium and its emissions.

Response 15

Whilst there is also no capacity in the scheme for this matter to be considered in this assessment, the design and operation of the cremator is such that there will be very little, if any smoke emitted. Any emissions from the site will be compliant with appropriate air quality guidelines and a condition is proposed to require an assessment of air quality prior to commencement of the use and again at two and twelve months after commencement of the use. Such assessment is to be undertaken by a suitably qualified person and be to the approval of the Senior Leader City Development. The proposed crematorium building is modest and almost 500m from the Silo Hotel and over 500m from the Peppers Hotel.

Issue 16

The proposal does not comply with LAU-S10.6.1 A3 - must not be for Community Meeting and Entertainment...

Response 16

The proposal is for a crematorium, which is within the use class Crematoria and cemeteries. The proposal is not for Community Meeting and Entertainment.

Issue 17

The proposal does not comply with LAU-S10.7.2 A3 as the floor height is below 3.4m AHD.

Response 17

The Flood Hazard report and Emergency Management Plan address and demonstrate compliance with the applicable performance criteria.

Issue 18

The zoning of the site on List map has changed three times in the last week, to general industrial.

Response 18

The site is zoned Light Industrial. Council does not administer the State Government Listmap service.

6. CONCLUSION

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. DA0576 2024 72 Gleadow Street Invermay Planning Scheme Assessment [11.1.1 - 9 pages]
2. D A 0576-2024 - 72 Gleadow Street Invermay - Plans and Documents to be Endorsed [11.1.2 - 24 pages]
3. D A 0576-2024 - 72 Gleadow Street Invermay - Proposed Cremator Unit [11.1.3 - 3 pages]
4. D A 0576-2024 - 72 Gleadow Street Invermay - Proponets Response to Representations [11.1.4 - 8 pages]

12. ANNOUNCEMENTS BY THE MAYOR

12.1. Mayor's Announcements

FILE NO: SF2375

Friday 2 May 2025

- Attended the opening of the School of the Arts (SOTA), Invermay
- Attended Agfest field day, Quercus Park, Carrick

Saturday 3 May 2025

- Welcomed the Relay Team and held the Peace Torch for the Sri Chinmoy Oneness-Home Peace Run
- Attended Agfest field day, Quercus Park, Carrick

Thursday 15 May 2025

- Participated in the 'Let's Talk Road Safety' event, Road Safety Centre, South Launceston
- Attended a walk-through of the Wonderland Retreat facilities, St Leonards

Friday 16 May 2025

- Participated in two council information sessions with students from Launceston College
- Attended a walk-through of the new First Point Healthcare medical clinic, Newstead

Tuesday 20 May 2025

- Attended the Official Lilydale Website Launch, Lilydale

Thursday 22 May 2025

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

Wednesday 21 May 2025

- Attended a Future Seekers Industry Mentor Session for The Smith Family at Glen Dhu Primary School
- Attended an evening event for St John Ambulance Volunteer Week and gave a short address

Saturday 24 May 2025

- Attended the Tasmanian Young Achiever Awards Gala Presentation Dinner, Hobart
-

13. COUNCILLORS' REPORTS

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

14. QUESTIONS BY COUNCILLORS

14.1. Councillors' Questions on Notice

14.1.1. Councillors' Questions on Notice - Councillor A J Palmer - Community Consultation - Lilydale Falls Mobile Food Van - 8 May 2025

FILE NO: SF2375

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 8 May 2025 by Councillor A J Palmer have been answered by the Senior Leader Liveable Communities.

Question 1:

When is the community consultation on the Lilydale Falls Mobile Food Van Permit expected to start?

Response:

As per the notice of motion passed by Council on 27 March 2025, public consultation on the importance of the Lilydale Falls Reserve and future of the Reserve, including the permitting of mobile food vans, will occur in 2025. This will be a collaborative consultation of the Parks and Recreation, Placemaking and Engagement teams. The teams are currently working on a consultation plan to roll out across Launceston in the second half of 2025.

Question 2:

What in the way of consultation will be done - emails, sending out to letter boxes?

Response:

The types of consultation will be decided as part of the consultation plan preparation. All residents of Launceston will have the opportunity to participate so they can inform the future use of this iconic location, including food trucks, infrastructure, current camping arrangements and other items as identified in the planning process. We may also seek to include visitor feedback as this is an important tourist destination. Various methods of communication will be used to maximise the community's engagement.

ATTACHMENTS:

Nil

14.2. Councillors' Questions Without Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 29

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

15. NOTICES OF MOTION

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

15.1. Notice of Motion - Lilydale Football Club - Councillor A J Palmer and Councillor A J Britton

FILE NO: SF5547/SF0907

AUTHOR: Lorraine Wyatt (Team Leader Executive Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider a Notice of Motion submitted by Councillor Andrew Palmer and Councillor Alex Britton regarding Lilydale Football Club

RELEVANT LEGISLATION:

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

RECOMMENDATION:

That Council:

1. contributes up to \$6,000 to the Lilydale football Club to go towards the cost of a building surveyor and drawings

REPORT:

The Lilydale Football Club is an integral part of Lilydale and thus, our Launceston community. Grassroots community organisations are the core of this rural part of our municipal area.

A finalised grant deed from the Tasmanian Government is waiting to be activated in order to bring much-needed upgrades to the community facilities at the football ground. The Club's advocacy and care of Council's facility has seen a grant of over \$140,000 been made available. This will bring about upgrades to the Clubrooms.

Despite best efforts, there is a shortfall of funds for the provision of a surveyor in order to meet Council's best practice guidelines and therefore, a request of up to \$6,000 towards payment for a surveyor is sought by way of this Notice of Motion.

In balancing the needs of community, financial responsibility and upgrades to our Council owned facilities, it is determined that this request should be supported.

OFFICER COMMENTS:

Officers have considered the request for additional Council funding to support the club's engagement of a building surveyor in order to undertake a project funded via State Government election commitment they secured.

Based on the consideration of officers, the recommendation is not to support this request on the following grounds:

- **Fairness and equity** – Supporting this request outside of standard processes raises legitimate concerns regarding equity and consistency, particularly in comparison to other community groups who work within established frameworks and protocols to seek grants from external sources and do not receive council contributions to cover project costs or shortfalls.
- **Project-related costs** - Generally, Building Surveyor fees and the production of drawings are standard project costs that are directly attributable to the works proposed. The costs associated with plans, building surveying, and other statutory approvals are an integral part of delivering any building project. These costs sit with the project proponent and should be accounted for during scoping and budget planning.
- **Budget** – there is no assigned budget for contributing to the upgrades and supporting this request will negatively impact the Building Assets and Investigations budget, which is already in deficit this financial year due to unplanned works at other council buildings. There is also no evidence of financial contribution or cost sharing from the Club.
- **Project governance** – the provision of a financial contribution involves council in the project as we then have a responsibility to ensure those funds are acquitted in accordance with the intent of the contribution
- **Resourcing** – to acquit the funds officers will have to invest further time in monitoring the project. This time is in addition to extensive engagement undertaken with the Lilydale Football Club to date and diverts attention from other projects and stakeholders requiring support.

As noted above, support of a single organisation may set a precedent whereby other community organisations reasonably expect financial contributions for projects undertaken on council's building assets that are not programmed from a resourcing or financial perspective.

Ongoing and increased engagement may negatively impact officers due to multiple instances of inappropriate behaviour toward female members of staff by an individual representative of the club. This has resulted in the Executive Leader needing to engage directly, which is not common practice, and to direct staff to undertake communication in writing and require meetings to be minuted.

It is important to note that Council has not provided a letter of support for the proposed works. The current circumstances have resulted from a State election commitment of \$146,000 (refer to Department of State Growth Budget Paper – Table 10.1 2024 Election Commitments) made independently of Council, with no prior consultation. Officers understand the release of these funds is conditional upon Council providing landowner consent. At this time, consent has not been granted, as officers continue to hold concerns

regarding the adequacy of the project scope and supporting documentation provided to date in order to satisfy the requirements under the National Construction Code and other applicable standards.

Considering the identified issues, officers recommend that the cost of engaging a building surveyor and producing drawings remain the responsibility of the club and paid from the funding they have secured from the State Government.

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.

BUDGET AND FINANCIAL IMPLICATIONS:

As noted in the report.

If approved, funding would either be sourced from existing Council project(s) with available funding, or from cash reserves.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Notice of Motion - Councillor A Palmer and Councillor A Britton - Lilydale Football Club - 15 May 20 [15.1.1 - 1 page]

16. COMMITTEE REPORTS

16.1. Heritage Advisory Committee Meeting Report

FILE NO: SF2965

AUTHOR: Jess Horton (Place and Heritage Officer)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To receive a report from the Heritage Advisory Committee.

RECOMMENDATION:

That Council:

1. receives the report from the Heritage Advisory Committee Meeting held on 1 April 2025.
-

REPORT:

The following agenda items were discussed by the Committee:

- * Introduction of the new Heritage Officer, Sophie Appleby.
- * Cataract Gorge Rotunda – Proposed restoration works.
- * Update on the Heritage Review Project – Precincts, trees & communications.
- * Salvage strategies for materials salvaged from heritage buildings.
- * Longford Academy sponsorship (Heritage Skills Grant (successful applications)).
- * Launceston Heritage Week.

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 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.

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 Minutes 1 April 2025 [**16.1.1** - 6 pages]

17. CONNECTIONS AND LIVEABILITY

17.1. Community Grants (Organisations) Round 2 2024/2025

FILE NO: SF7646

AUTHOR: Laura Keith (Acting Grants and Sponsorship Officer)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider applications for Community Grants received in Round 2, 2024/2025

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. Approves the following Community Grant program applications to receive the recommended grant amounts:

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
Bus Stop Films	Accessible Filmmaking in Launceston 2025	82%	\$5,000	\$5,000
St Vincent de Paul Society Tasmania	Community Connect Arts and Crafts Program*	79%	\$5,000	\$3,750
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
Northern Suburbs Community Centre	The Chimes for Community Connection and Peace Project	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			\$45,810	\$35,000
2024-2025 Community Grant (Organisations) Budget - Round 2				\$35,000
Balance				\$0

* Councillor Palmer abstained from assessing the Community Connect Arts and Crafts Program.

** Madi Biggelaar (external stakeholder) abstained from assessing The Listening Table - Launceston.

*** Although Next Level Phase Two was eligible to receive 75% of funding, there was only \$2,240 of funding remaining in the allocated budget.

- 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

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

* Both applications were eligible to receive 50% funding, however the budget has been fully exhausted by higher scoring applications.

REPORT:

Grant program structure and funding

The Community Grants program provides funding to individuals, organisations or groups to undertake projects or activities that respond to a community need and that achieve outcomes which benefit the Launceston community.

The community grants program's overall budget is \$80,000 per annum.

The allocation for Community Grants for Organisations is \$70,000 for the 2024/2025 financial year. There are two funding rounds per year and each round is allocated \$35,000. The remaining \$10,000 per annum is allocated to group and individual grants (typically for individual or group sporting, academic and funding pursuits).

Round 2 for the 2024/2025 Organisations program was oversubscribed with funding requests totaling \$53,810.

Based on the assessment panel's scoring, it is proposed that the total recommended funding of \$35,000 is approved for the highest scoring applications (Recommendation 1).

Due to the funding requests being higher than the allocated budget, 2 applications, which scored the lowest, are not being recommended for funding in this round. (Recommendation 2).

Program governance

The Community Grants assessment panel is a special committee of Council, established under section 24 of the *Local Government Act (TAS) 1993*. The panel consists of three Councillors, who are nominated by the council, in addition to external stakeholder representatives. The current panel members are:

- Cr Alan Harris
- Cr Lindi McMahon (Chair), apology for this round
- Cr Andrew Palmer
- Ian Abernethy (external stakeholder)
- Louise Clark (external stakeholder)
- Madi Biggelaar (external stakeholder).

The role of the panel is to assess each application within the sponsorship levels and against the assessment criteria (detailed below) and provide recommendations. The Chair has the additional responsibility of managing any conflicts of interest of panel members.

The following conflicts of interest have been declared by panel members, which relate to any sponsorship application they may be involved in assessing:

Panel Member	Conflict of Interest
Cr Harris	No
Cr McMahon	No
Cr Palmer	Community Connect Arts and Crafts Program
Ian Abernethy	No
Louise Clark	No
Madi Biggelaar	The Listening Table - Launceston

Council officers support the process by assessing whether applications are ineligible for assessment. Applications are ineligible if they are not received on time, are not submitted correctly, are missing information, or do not align with the criteria. Additionally, the assessment panel has the authority to deem an application ineligible based on the criteria. Officers do not make recommendations on any of the grant applications.

Assessment process

The following steps form the assessment process for applications:

1. The Grants and Sponsorship Officer received applications through Smarty Grants (an online portal).
2. All applications were reviewed by the Grants and Sponsorship Officer to confirm eligibility and to ensure all relevant information had been provided. Some applicants were asked to provide additional information.
3. The Community Grants assessment panel assessed and scored eligible applications based on their merit against the criteria. Assessments were completed by 18 May 2025. 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 available budget.
5. All funding decisions for assessed applications are made by the full Council via a report to a Council meeting.

Assessment criteria

The panel assesses each application against the assessment criteria:

- Identifies a clear community need for the project (20%).
- Outlines clear engagement and collaboration with the community and community participation (20%).
- Outcomes directly benefit the Launceston community (25%).
- Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funds will be utilised (15%).
- Project plan demonstrates good organisational planning for the project (20%).

Distribution of funding

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

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

Aggregated scores of assessment criteria

Each member of the assessment panel scores the assessment criteria for each community grant application 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. Total possible scores are reduced if a panel member abstains to ensure applicants are not penalised due to fewer panel members scoring their application. Below are the aggregated scores of the assessment criteria for each application.

Establishing the Frank Mervyn Littler Memorial Lecture The project proposes an annual public lecture series in Launceston to honour F.M. Littler and promote engagement with natural sciences.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	52	100
Outlines clear engagement and collaboration with the community and community participation	4	52	100
Outcomes directly benefit the Launceston community	5	80	125
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	48	75
Project plan demonstrates good organisational planning for the project	4	68	100
Total		300	500
Panel Members		5	

% Score

60.00%

The Listening Project The project will install a community listening table in Brisbane Court, Launceston, supported by trained volunteers to promote connection, mental wellbeing and inclusive public dialogue.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	64	80
Outlines clear engagement and collaboration with the community and community participation	4	56	80
Outcomes directly benefit the Launceston community	5	85	100
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	42	60
Project plan demonstrates good organisational planning for the project	4	64	80
Total		311	400
Panel Members		4	

% Score

77.75%

Next Level Phase 2 The project delivers 40 low-intensity resistance training sessions in the Northern Suburbs for older adults to improve strength, mobility, endurance, cognitive function and confidence with a familiar instructor.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	60	100
Outlines clear engagement and collaboration with the community and community participation	4	64	100
Outcomes directly benefit the Launceston community	5	75	125
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	45	75
Project plan demonstrates good organisational planning for the project	4	64	100
Total		308	500
Panel Members		5	

% Score

61.60%

Chimes for Community Connection and Peace The project employs a local artist to oversee installation of acoustic chimes in the Garden of Peace and Reflection in Launceston's Northern Suburbs, creating an inclusive space for multicultural connection, creativity and community harmony.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	64	100
Outlines clear engagement and collaboration with the community and community participation	4	76	100
Outcomes directly benefit the Launceston community	5	90	125
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	57	75
Project plan demonstrates good organisational planning for the project	4	76	100
Total		363	500
Panel Members		5	

% Score

72.60%

Reverberate - Community Choir The project establishes an inclusive, social-first community choir in Launceston that prioritises connection and enjoyment over performance or skill, welcoming participants of all experience levels.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	60	100
Outlines clear engagement and collaboration with the community and community participation	4	68	100
Outcomes directly benefit the Launceston community	5	95	125
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	54	75
Project plan demonstrates good organisational planning for the project	4	72	100
Total		349	500
Panel Members		5	

% Score 69.80%

Community Connect Arts and Crafts Program The project will establish a volunteer-led art and craft program in Kings Meadows, transforming a former YMCA site into a creative, inclusive community hub for people of all ages.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	64	80
Outlines clear engagement and collaboration with the community and community participation	4	60	80
Outcomes directly benefit the Launceston community	5	85	100
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	48	60
Project plan demonstrates good organisational planning for the project	4	60	80
Total		317	400
Panel Members		4	

% Score 79.25%

Connection, Community, Empowerment: Pamper project Hosting of a pamper day for 20 women with intellectual disabilities, offering fun, friendship and wellness activities in an inclusive environment.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	92	100
Outlines clear engagement and collaboration with the community and community participation	4	88	100
Outcomes directly benefit the Launceston community	5	110	125
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	63	75
Project plan demonstrates good organisational planning for the project	4	88	100
Total		441	500
Panel Members		5	

% Score

88.20%

Professional Musical Directorship The project seeks funding for professional musical direction to support a choir engaging older men in singing for mental health, social connection, and intergenerational mentorship through performances and outreach programs.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	72	100
Outlines clear engagement and collaboration with the community and community participation	4	68	100
Outcomes directly benefit the Launceston community	5	100	125
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	51	75
Project plan demonstrates good organisational planning for the project	4	72	100
Total		363	500
Panel Members		5	

% Score

72.60%

ReDress: ReGift - Sharing skills to keep clothing in use for longer Self Help, on behalf of the ReDress Hub, seeks to continue offering subsidised places to teach repair, reuse, and garment remaking skills, fostering sustainable clothing practices from June to December 2025.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	80	100
Outlines clear engagement and collaboration with the community and community participation	4	80	100
Outcomes directly benefit the Launceston community	5	100	125
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	51	75
Project plan demonstrates good organisational planning for the project	4	80	100
Total		391	500
Panel Members		5	

% Score

78.20%

Accessible Filmmaking in Launceston 2025 Bus Stop Films, in partnership with TasTAFE, will produce an inclusive short film with young adults with intellectual disabilities or autism, celebrating their creative contributions and Launceston's dynamic film industry.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	80	100
Outlines clear engagement and collaboration with the community and community participation	4	84	100
Outcomes directly benefit the Launceston community	5	105	125
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	63	75
Project plan demonstrates good organisational planning for the project	4	76	100
Total		408	500
Panel Members		5	

% Score

81.60%

Launceston Improv Expansion Project - Improving Mental Health through Comedy This project aims to expand improv comedy programs, offering training, performance opportunities, and community-building to enhance Launceston's arts scene, promote mental health benefits, and engage audiences.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	72	100
Outlines clear engagement and collaboration with the community and community participation	4	68	100
Outcomes directly benefit the Launceston community	5	100	125
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	57	75
Project plan demonstrates good organisational planning for the project	4	76	100
Total		373	500
Panel Members		5	

% Score

74.60%

Resilience in times of mental, physical and financial hardship forum This forum/workshop will raise awareness of Rural Business Tasmania and the Rural Relief Fund, highlighting their support for rural and regional communities, with speakers and a three-course meal by Tas TAFE chefs.

Assessment	Weight	Total	Total Possible Score
Identifies a clear community need for the project	4	60	100
Outlines clear engagement and collaboration with the community and community participation	4	56	100
Outcomes directly benefit the Launceston community	5	75	125
Budget is detailed, realistic, includes 20% co-contribution and outlines how the City of Launceston funding will be utilised	3	42	75
Project plan demonstrates good organisational planning for the project	4	56	100
Total		289	500
Panel Members		5	

% Score

57.80%

Approved Community grants (Individual/Team/Group) YTD 2024/2025

The following individual and group grants have been allocated. The individual/team/group community grants are open year-round and are approved on by the Executive Leader Connections and Liveability following an eligibility assessment by the Grants and Sponsorship officer.

Individual / Team /Organisation	Activity	Approved
CGP870 Teams	National Youth Championships - U15 Girls Team - Football	\$75
CGP871 Teams	NTJSA - U12 Boys - Kanga Cup - Canberra	\$450
CGP876 Teams	Football Tasmania - U15 Girls - Victoria	\$75
CGP878 Teams	NTJSA Under 11/12 Girls - Kanga Cup	\$450
CGP881 Teams	U18 Bowls Tasmanian Junior Team	\$150
CGP882 Individuals	School Sports Australia Swimming Championships	\$100
CGP883 Individual	School Sports Australia Swimming Championships	\$100
CGP884 Teams	National Youth Championships - U14 Girls - Touch Football	\$150
CGP885 Individual	U15 School Sports Hockey Championships	\$100
CGP886 Individual	School Sports Australia Swimming Championships	\$100
CGP890 Teams	Northern Tasmania Tigers Under 14 Basketball Team	\$225
CGP898 Teams	U14 Girls Footlocker National Club Championships	\$375
CGP902 Teams	Footlocker U18 National Club Championships Girls Team	\$375
CGP912 Individual	Marcus Oldham Interschool Equestrian Championships	\$100
CGP895 Teams	Under 14 Boys Northern Tigers Footlocker Championships	\$300
CGP916 Teams	Doordash, National Youth Touch Football Championship	\$150
CGP919 Teams	Boys U/12 State Touch Football Doordash Championship	\$300
CGP926 Teams	Tournament of Minds - Internationals - University of NSW	\$300
CGP927 Individual	Youth Leadership Challenge - Tall Ship Experience	\$100
CGP932 Individual	Darts Tasmania - Junior Boys Representation - Victoria	\$100
CGP934 Individual	Australian All Schools Athletics Championships - Brisbane	\$100
CGP945 Individual	2025 Australian Junior Athletics Championships	\$100
CGP943 Teams	Tasmanian Men's U/18 Basketball Team	\$150
CGP942 Teams	Footlocker National U18 Basketball Championships	\$150
CGP939 Individual	2025 School Sport Australian Triathlon Championships	\$100
CGP936 Teams	Narwals U12 boys' Futsal team - JSSL Singapore seven	\$900
CGP791 Individuals	U16 Girls Tasmanian State Team Football	\$100
CGP854 Individuals	Junior Rugby Union Championship	\$100
CGP948 Individual	Australian Junior Track and Field Championships	\$100
CGP950 Individual	Australian Junior Track and Field Championships	\$100
CGP951 Individual	Australian Little Athletics Championships	\$100
CGP953 Individual	Australian Little Athletics Championships	\$100
CGP954 Individual	Australian Little Athletics Championships	\$100
CGP965 Teams	U15 Girls Tasmanian State Soccer Team	\$150
CGP966 Individual	Youth Climbing Nationals	\$100

CGP967 Teams	P1 Tech - STEM Racing (formally F1 in Schools) Team	\$300
CGP968 Individuals	2025 Australian Junior Athletics Championships	\$100
CGP970 Individuals	National Youth Touch Football Championships	\$100
Total Allocated		\$7025
Budget Remaining		\$2975

RISK IMPLICATIONS:

There is a limited financial risk if grant recipients do not fully meet contractual obligations and this risk is mitigated through funding agreements. There is also the potential for reputational risk to Council if funded projects do not deliver intended outcomes or fail to meet community expectations. Again, this risk is managed through the funding agreements.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Approval of the recommended grants will result in a positive economic impact for those individuals/teams/groups and organisations by enabling projects and activities to be undertaken. The recommended grants will have a minimal impact on the environment and will provide valuable educational, social, health and lifestyle benefits to the Launceston 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:

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

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.

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:

The proposed budget for Round 2 of the Community Grant (Organisations) program is as follows:

Program	Budget	Pre-committed	Recommendation	Balance
2024/2025 Community Grants (Organisations) budget - Round 2	\$35,000	\$0	\$35,000	\$0

Community Grants - Organisations - 2024/2025 Round 2	\$
Recommended funding amount	\$ 35,000
Balance	\$ 0

Community Grants - individual/team/group	\$
Available funds for 2024/2025	\$ 10,000
Amount allocated year to date	\$ 7,025
Balance	\$ 2,975

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

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Community Grants Assessment Panel - Terms of Reference [17.1.1 - 4 pages]

18. QVMAG (QUEEN VICTORIA MUSEUM AND ART GALLERY)

No items have been identified as part of this Agenda

19. COMMUNITY ASSETS AND DESIGN

19.1. Asset Management Review

FILE NO: SF5203

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

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

DECISION STATEMENT:

To receive the report regarding independent Asset Management governance review.

RELEVANT LEGISLATION:

Local Government Act 1993

PREVIOUS COUNCIL CONSIDERATION:

Workshop – 5 December 2024 – Building Assets Update.

RECOMMENDATION:

That Council:

1. receives the information contained in this report
 2. notes the undertaking of initiatives to fast-track organisational asset management governance and capability improvements.
-

REPORT:

Council is responsible for circa \$2.5 billion in assets across a range of asset classes, including:

- Roads (including bridges and verges/nature strips including footpaths)
 - Water (including stormwater, drainage and flood protection)
 - Parks (including play equipment, toilets, carparks, footpaths, lighting)
 - Buildings (from significant facilities e.g. QVMAG, Town Hall through to sheds)
 - Waste (landfill)
 - Plant and Equipment including Fleet (IT, trucks, cars, heavy machinery)
 - Cultural (artworks, artefacts).
-

It is a requirement under the Local Government Act for Council to manage its assets in a fiscally responsible manner. For the sake of clarity, the Act requires:

1. Long-term Strategic Asset Management Plan (SAMP)
 - a. Covering all assets
 - b. 10-year period
 - c. Consistent with Strategic Plan
 - d. Refer to Long Term Financial Plan (LTFP)
2. Asset Management Policy
 - a. Consistent with Strategic Plan
 - b. Guide the development of the SAMP
 - c. Guide the development of the LTFP
3. Asset Management Strategies
 - a. Consistent with Strategic Plan.

The relevant extract from the *Local Government Act 1993* is provided below:

70B. Long-term strategic asset management plans

- (1) A council is to prepare a long-term strategic asset management plan for the municipal area.
- (2) A long-term strategic asset management plan is to relate to all assets that are within a class of assets specified in an order under [section 70F\(3\)](#) to be major assets.
- (3) A long-term strategic asset management plan is to be in respect of at least a 10 year period.
- (4) A long-term strategic asset management plan for a municipal area is to –
 - (a) be consistent with the strategic plan for the municipal area; and
 - (b) refer to the long-term financial management plan for the municipal area; and
 - (c) contain at least the matters that are specified in an order made under [section 70F](#) as required to be included in a long-term strategic asset management plan.

70C. Asset management policies

- (1) A council is to prepare an asset management policy for the municipal area.
- (2) An asset management policy for a municipal area is to –
 - (a) be consistent with the strategic plan for the municipal area; and
 - (b) guide the development of the long-term strategic asset management plan for the municipal area; and
 - (c) guide the development of the long-term financial management plan for the municipal area; and
 - (d) contain at least the matters that are specified in an order made under [section 70F](#) as required to be included in an asset management policy.

70D. Asset management strategies

- (1) A council is to prepare an asset management strategy for the municipal area.
- (2) An asset management strategy for a municipal area is to –
 - (a) be consistent with the strategic plan for the municipal area; and
 - (b) contain at least the matters that are specified in an order made under [section 70F](#) as required to be included in an asset management strategy.

70E. Review of plans, strategies and policies

- (1) A council, at least every 4 years, is to review its –
 - (a) strategic plan; and
 - (b) long-term financial management plan; and
 - (c) long-term strategic asset management plan; and
 - (d) financial management strategy; and
 - (e) asset management strategy; and
 - (f) asset management policy.
- (2) As soon as practicable after a council adopts a plan, strategy or policy referred to in [subsection \(1\)](#), the general manager is to notify the Director accordingly.

The current organisational structure has asset responsibility devolved across teams with varying levels of capacity, clarity, and understanding of asset management. This system creates challenges, including:

- Lack of process and consistency across asset data collection;
- Lack of accountability and clarity around roles and responsibilities of teams and officers due, in part, to past organisational changes since 2019;
- Lack of data in some classes to inform budgeting, planning and prioritising for upgrades, renewal and maintenance;
- Organisational risk – financial, operational, reputational, governance, sustainability, strategic – due to immature and inconsistent asset management approach;
- Lack of data, consistent record-keeping and reporting because the current system is not fit for purpose.

Changes in personnel have exacerbated knowledge gaps and degraded standards over time. The lack of consistency around software use has also negatively impacted our capability to transparently report and provide insights and inputs into key processes like the annual budget and LTFP.

A consultant was appointed in January 2025 to undertake a “pulse check” of the current state of asset management governance in the organisation. The objectives were:

- To understand council’s relative maturity over good industry practices, such as ISO5500X and established industry guides and standards; and
- Provide a roadmap of prioritised improvement activities.

The key observations from the consultant's report were:

- Council’s asset management maturity rating is 1.5 - 1.9, which is classed as “Aware to Developing”;
- Documented roles and responsibilities are a key improvement opportunity;
- Lack of understanding as to how asset management activities should be delivered;
- The SAMP should be revised to mandate how asset management is delivered;
- Expanding the current Asset Management Plans to highlight asset class contributions and provide Levels of Service targets and project risk-based justification of investment;
- Development and implementing asset data standards and providing training will yield benefits until a new information management system is selected; and
- The document suite that guides assessment and prioritisation of capital projects is effective but outdated and requires realignment with Council’s strategic priorities.

The health check report has been provided to the Audit Panel. In order to address the findings of the health check, and improve asset management maturity, the Executive Leadership team (ELT) has been briefed on the intention to deliver the following initiatives (categorised by type not priority order):

Category	Project deliverables
Governance	Establish Asset Management Framework (AMF) and Governance in line with ISO 55000
	Complete RASCI in line with AMF then define roles and responsibilities for all asset lifecycle activities (renewal, upgrade, operations, maintenance) as well as information management
	Review organisational structure in line with AMF, RASCI and current position descriptions
	Draft position descriptions that reflect agreed RASCI and structure
	Re-establish Asset Management Steering Committee
	Revise SAMP to align with ISO 5500X
	Develop revised Asset Management Plan template that provides “bottom up” detail to be summarised in SAMP and LTTP. Template to include asset criticality to justify maintenance and importance to council objectives
	Undertake rapid criticality assessment in line with risk framework across asset portfolio to identify facilities and units with highest failure consequence and importance to council objectives
	Develop scope for consultant support as required for project.
People	Provide staff training to achieve baseline asset management competency
Service Levels	Complete Community Levels of Service (CLoS) objectives with SMART measures
	Define Technical Levels of Service (TLoS) and relate to CLoS
Data & Information Management	Define data map setting out inputs/outputs to AMPs, SAMP, an LTTP to ensure process is clear and understood
	Data collection
	Data input
	Tracking maintenance work order completion and relate to TLoS
	Develop Asset Data and Information Standards
	Develop Asset Information Improvement Plan
	Project team to provide SME input into Ignite Project.

The initiatives noted above have interdependencies with other projects within council, including the Integrated Planning and Reporting Framework that includes the review and adoption of the 10-Year Strategic Plan, Four-year delivery plan, and the development of a Service Management Framework that catalogues and describes the business as usual activities of the organisation led by Strategy and Innovation; and the replacement of the corporate application system. ELT has explicitly requested that the officers leading these initiatives and projects work closely to identify connections and agree points of intersect for broader consultation and input to ensure we do not duplicate efforts.

The Asset Management Framework must align with the aims of the 10-year Strategic Plan and the priorities in the Service Management Framework.

RISK IMPLICATIONS:

The largest risk to the organisation is financial followed by reputational (i.e. service delivery failure). The current system has structurally fostered a growing budget “bubble” due to a lack of rigorous budgeting and asset management processes. The magnitude of this risk grows every year that the underlying systems issues remain unaddressed. This is particularly evident in the buildings asset class where regular maintenance and renewal has not been undertaken strategically and resulted in a reactive approach.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

A range of existing Council assets (mainly buildings) have not received programmed and/or ongoing maintenance, which will impact useful asset life. This could result in existing building assets that are utilised by third party community groups no longer being available.

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:

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.

Strategic Priority 5: We serve and care for our community by providing equitable and efficient services that reflect the 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:

7. To develop and manage infrastructure and resources to protect our community from natural and other hazards.

BUDGET AND FINANCIAL IMPLICATIONS:

In terms of project cost, there is \$300,000 in the 2025/2026 Major Operations budget for “Asset Management Planning”. This is the source of funds for this project. Further funds will likely be required, and this will be requested once costs are more fully understood for the initiatives identified and the work scope confirmed. There will also be a resourcing cost incurred for the potential secondment of a Senior Leader to manage these initiatives.

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

Robust asset management, forward capital planning, and understanding service delivery costs is a critical input into the Long Term Financial Plan, and this body of work will almost certainly have a material impact on future iterations of Council's Long Term Financial Plan.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

19.2. Launceston Housing Plan 2025-2040

FILE NO: SF7000

AUTHOR: Fintan Langan-Clarke (Senior Town Planner)

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

DECISION STATEMENT:

To adopt the Launceston Housing Plan 2025-2040.

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993.

PREVIOUS COUNCIL CONSIDERATION:

Workshop – 20 June 2024 – 1.4 Launceston Future Housing Discussion

Workshop – 14 November 2024 – Launceston Housing Strategy

Council – 14 November 2024 - Agenda Item 17.1 – Launceston Local Housing Strategy Update

Council – 6 March 2025 – Agenda 19.1 - Draft Launceston Housing Plan 2025-2040

Council – 8 May 2025 – Agenda 19.1 - Report on Submissions - Draft Launceston Housing Plan 2025-2040

RECOMMENDATION:

That Council:

1. notes the changes made to the Launceston Housing Plan 2025-2040 in response to feedback received during the community consultation period;
 2. adopts the Launceston Housing Plan 2025-2040 attached to the Council Report.
-

REPORT:

On 23 October 2024, the Launceston Housing Plan 2025-2040 (the Housing Plan) project formally commenced with multi-disciplinary consultancy, REMPLAN, being engaged to assist in the preparation of the draft Housing Plan.

During the preparation of the Housing Plan, REMPLAN sought input at an internal workshop from various Council representatives and engaged with Tasmanian Community Housing Providers via face-to-face meetings and online surveys. REMPLAN also presented to Councillors at various workshops throughout late 2024/early 2025 to seek input and advice.

On 6 March 2025, the draft Housing Plan was presented to Council at an Ordinary Meeting and was unanimously endorsed for community consultation for a period of twenty-eight (28) days.

The draft Launceston Housing Plan 2025-2040 was placed on community consultation from 12 March to 9 April 2025. A total of twenty-four (24) submissions were received in response to the community consultation, including a combination of responses to the survey questionnaire (12) and written emails (12). In addition, a total of nineteen (19) comments and suggestions were added on the interactive online engagement tool, Konveio.

Feedback was received from local residents, key State agencies and organisations including Department of State Growth, Homes Tasmania, TasWater, Property Council of Australia and Shelter Tasmania. Submissions were also received from local planning consultants and developers including Pitt&Sherry, The JAC Group, and Nova Planning (on behalf of Shaw Property Developments).

On 8 May 2025, all feedback was presented and noted by Council at an Ordinary Meeting. The feedback received was used to make some amendments during finalisation of the Housing Plan, during finalisation and consideration by Council at the meeting on 29 May 2025.

A summary of the amendments is attached to this Report and provides the page number, outline of amendment, reason for change, and significance of the amendment.

Launceston Housing Plan 2025-2040

The Launceston Housing Plan 2025-2040 is Council's overarching plan to guide dwelling growth in the municipality over the next 15 years and will seek to address changing needs and enshrine resilience within the local community. Council's vision for housing in Launceston is to *"deliver homes for every stage of life while protecting what we love and enriching every suburb"*.

The Housing Plan is underpinned by four key principles:

1. *Strong supply* – increasing housing variety to better meet needs of different households and unleash supply.
2. *Enrich our neighbourhoods* – encouraging sustainable, well-designed housing that integrates with local character and supports inclusive communities.
3. *Collaborate with partners* – leverage collaborations between government, developers and community organisations to accelerate housing delivery.
4. *Align investment with development* – prioritising resources for infrastructure and services that support liveable, well-connected communities.

Each of the four key principles are supported by priorities, objectives and key actions that will seek to deliver on Council's housing vision for Launceston.

Next steps

Following adoption, Council officer will continue to work on strategic projects already commenced (i.e. St Leonards and Waverley Neighbourhood Plan and Alanvale Neighbourhood Plan) as well as commence other projects identified within the short-term timeframe of the Housing Plan's action plan.

These projects will be presented at future Councillor workshops and meetings as they progress for input, advice and endorsement by Council. Consultation with the community will also be provided during the preparation of these projects to allow for feedback and input.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Increased housing growth will deliver economic benefits to the city. An increase in housing supply better aligned to the needs of the community will also deliver a social impact and hopefully improve the lives of many residents, including those that may currently be experiencing barriers to securing appropriate housing. Further, any development has environmental impacts, which needs to be managed appropriately through the existing legislative framework to balance natural values with housing growth across the municipality.

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:

3. To ensure decisions are made on the basis of accurate and relevant information.

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

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

Focus Areas:

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

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.
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:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Summary of changes - Launceston Housing Plan 2025-2040 [**19.2.1** - 6 pages]
2. Launceston Housing Plan 2025-2040 [**19.2.2** - 120 pages]

19.3. Albert Hall Redevelopment Update

FILE NO: SF6109

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

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

DECISION STATEMENT:

To receive update on status of the Albert Hall additional works to the Great Hall and other areas of the original building as detailed in the report to Council on 17 April 2025.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2015

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 20 January 2022 - Albert Hall Update
Workshop - 31 March 2022 - Albert Hall Conservation Management Plan
Council - 28 July 2022 - Agenda Item 16.1 - Albert Hall Conservation Management Plan
Workshop - 2 February 2023 - Agenda Item 1.1 - Albert Hall Update
Workshop - 30 March 2023 - Agenda Item 1.5 - Albert Hall
Council - 4 May 2023 - Agenda Item 15.1 - Albert Hall Renewal Project
Pre-Council Workshop - 15 June 2023 - Agenda Item 1.2 - Albert Hall Project Update
Closed Council - 29 June 2023 - Agenda Item 18.2 - Albert Hall Renewal Project
Workshop - 20 July 2023 - Agenda Item 1.4 - Albert Hall Renewal Project - Governance and Management
Pre-Council Workshop - 2 May 2024 - Agenda Item 1.1 - Albert Hall Site Visit and Project Update
Council - 22 August 2024 - Agenda Item 19.1 - Albert Hall Project Update and Booking arrangements.
Workshop - 12 September 2024 - Agenda Item 1.1 - Albert Hall Site Visit
Workshop - 20 February 2025 - Agenda Item 1.7 - Albert Hall Redevelopment
Closed Council - 6 March 2025 – Agenda Item 24.3 - Albert Hall Redevelopment Project
Council – 17 April 2025 – Agenda Item 19.4 - Albert Hall Redevelopment Update

RECOMMENDATION:

That Council:

1. receives an update on status of the Albert Hall additional works to the Great Hall and other areas of the original building as detailed in the report below.
-

REPORT:

Officers presented to Council on 6 March 2025 a recommended scope of Additional Works for the Albert Hall, excluding the Eastern Wing construction. The scope outlined below was approved by Council. Below is an update on the Additional Works status as at 16 May 2025.

Item	Rationale	Update
Fire compliance	Ensures the building meets current fire safety regulations, protecting occupants and supporting compliance with emergency procedures.	Quote received.
Electrical Floor Boxes to Great Hall	Provides necessary power access for events, reducing reliance on temporary cabling and improving safety and functionality for hirers. Supports flexible event setups.	Quotes received and under review. Cost exceeds budgeted amount.
Roofing repairs	Essential for protecting the structural integrity of the building, preventing water ingress, and maintaining the long-term sustainability of the venue.	Quote received. Cost exceeds budgeted amount.
Upgrade to John Duncan room ceiling, operable wall and lighting	Enhances hirer, users and operators amenity, improving functionality and comfort for meetings and events	Request for Quote documentation completed and advertised on 12 May 2025. Closing date of 26 May. On-site briefing with contractors booked for 16 May. Reviewing scope due to cost exceeding budgeted amount.
Northern Foyer reinstatement	Enhances natural lighting, and refines the foyer's overall usability for visitors and event attendees while preserving the historical character of the building.	Shape completing as planned.
Soft landscaping	Part of Eastern Wing finalisation and includes installation soft landscaping and supply.	Scheduled for June.
External and internal signage and wayfinding	Improves visitor experience by providing clear directional signage, ensuring accessibility compliance, and enhancing the overall aesthetic consistency of the venue.	Design and development meeting held with wayfinding consultant – consultant now preparing DA package for external assessment

AV Installation and upgrades	Provides state-of-the-art audiovisual capability to support modern event and conference requirements, enhancing usability for a diverse range of hirers	Tenders advertised on 9 April 2025 with two submissions received. Tender Report planned for Council Meeting on 29 May 2025.
Heating & lighting for meeting rooms / offices / stairwell	Provides adequate climate control, ensuring a comfortable environment for hirers, staff, and guests. Improves visibility and safety for users accessing upper levels, reducing trip hazards.	Quote received. Installation to occur August / September.
Commercial washing machine and dryer for dressing rooms	Provides laundry facilities for performers, supporting ongoing use of dressing rooms.	Quote received. Installation to occur September.
Deep cleaning	Ensures spaces are hygienic and presentable following construction and maintenance works.	Quote received. Work to be undertaken in October.
Compliance and maintenance of rigging / fly system on stage	Ensures operational safety of stage rigging, meeting compliance standards for performances.	Quote received.
Fire curtain replacement	Ensures fire safety compliance and protection for stage performances and audience areas.	Quote received.
Repair / repaint internal brickwork and moldings	Restores historic architectural features and prevents deterioration of interior surfaces.	Quote received.
External pressure cleaning	Removes built-up dirt and grime, improving the building's appearance and preserving external surfaces from long-term deterioration. Enhances the presentation of the venue for visitors and events.	Additional quotes being sought.
Security upgrades to existing building area (includes alarm system, CCTV etc.)	Enhances safety, asset protection, and compliance with modern security standards.	No quotes received.
Repairs and maintenance on stage	Ensures stage remains safe and functional for performances and events.	Additional quotes being sought, expected to be received end of May.
Dance floor maintenance and replacement carpet	Extends lifespan of the dance floor and ensures a safe, high-quality surface.	Additional quotes being sought, expected to be received end of May.

Maintenance on Western entrance flooring	Essential for durability and presentation of the high-traffic entrance area.	Quote received. Work to be completed in July / August.
Reinstatement of kitchenette and bar area in John Duncan room	Supports catering and event requirements, enhancing the usability of the space.	Request for Quote documentation completed and advertised on 12 May 2025. Closing date of 26 May. On-site briefing with contractors on 16 May.
Appliances for kitchenette and bar area	Essential for event functionality, enabling food and beverage service within the facility.	Request for Quote documentation completed and advertised on 12 May 2025. Closing date of 26 May. On-site briefing with contractors on 16 May.
Curtains for meeting rooms	Improves hirer and user amenity by enhancing acoustics, privacy and overall aesthetics.	Pricing and recommendations received from architect – awaiting confirmation of lead times prior to ordering.
Plating kitchen fit-out	Provides essential infrastructure for event caterers, ensuring efficiency in food service for large events.	Local commercial kitchen manufacturer reviewing documentation and drawings to provide feedback on budget. On-site walk through to finalise budget and recommendations occurring late May.
Replacement and custom re-run of existing heritage carpet in the Great Hall, Foyer, and Balcony; carpet for meeting rooms, offices and stairwell	Preserves the historical character of the venue while ensuring durability and safety for high-traffic areas. The custom re-run maintains the heritage aesthetic, aligning with conservation principles while providing a functional upgrade.	No quotes received.
Maintenance and painting for meeting rooms and offices	Interior surfaces and enhances the professional presentation of spaces for users and hirers.	Area currently being re-scoped to ensure continuity with paint colours between new build and existing heritage building. Recommendation being sought from heritage consultant. Request for Quote documentation being prepared for contractor briefing late May / early June.

Great Hall and Stage repainting	Refreshes key event spaces, improving aesthetics and maintaining heritage integrity.	Area currently being re-scoped to ensure continuity with paint colours between new build and existing heritage building. Recommendation being sought from heritage consultant. Request for Quote documentation being prepared for contractor briefing late May / early June.
Great Hall windows, doors, frames, posts and rails repainting	Refreshes key event spaces, improving aesthetics and maintaining heritage integrity.	Area currently being re-scoped to ensure continuity with paint colours between new build and existing heritage building. Recommendation being sought from heritage consultant. Request for Quote documentation being prepared for contractor briefing late May / early June.
Project Management	Fee associated with managing the additional works package.	No change to budget.
New chairs for Main Hall and all hireable spaces	Previously excluded, but existing chairs are insufficient in quantity and unsuitable in condition for hirers.	FFE package recommendations received from architects. Purchase order raised.
Furniture for Eastern Wing, meeting room, offices and dressing rooms	Previously excluded but necessary to furnish space for users and hirers, enhancing functionality.	FFE package recommendations received from architects. Purchase orders raised.
External original Hall repairs, patch and painting	Essential for the maintenance and preservation of the historic exterior, ensuring long-term durability.	Additional pricing from contractors required and will form new package of Request for Quotes with identified internal painting.

RISK IMPLICATIONS:

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

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Total budget approved by Council on 6 March 2025 of \$3,918,456 to finalise: Albert Hall Eastern Wing Construction (including elements of the Northern Foyer); and fund the Additional Works scoped for the original Albert Hall building (including elements of the Northern Foyer).

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

19.4. South Prospect Update

FILE NO: SF7728

AUTHOR: Claire Fawdry (Principal Town Planner)

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

DECISION STATEMENT:

To note the report.

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993

PREVIOUS COUNCIL CONSIDERATION:

Nil

RECOMMENDATION:

That Council:

1. notes the update on the progress towards developing a Neighbourhood Plan and Infrastructure Funding Framework for the South Prospect residential growth area.

REPORT:

1. Project Context

The City of Launceston initiated a process to investigate the feasibility of the future residential development of land known as 'Strathroy', and later known as 'South Prospect', several years ago. The site is located to the south of Launceston bounded by the Bass and Midland Highways and consists of 574 Meander Valley Road, 17293 Midland Highway and the Kate Reed Nature Recreation Reserve. It sits entirely within the City of Launceston local government area but adjoins the Meander Valley and Northern Midlands municipal boundaries to the north/north-west and south, respectively.

Between 2017 and 2023, technical reports were prepared and a draft Framework Plan was produced. In early 2024, due to uncertainties and complexities in the approval pathways, particularly concerning the road access through Kate Reed Nature Recreation Reserve and the management of natural values, the Council made the decision to cease further work on South Prospect, and to encourage the landowners to proceed with individual planning scheme amendments on their own.

In mid-2024, the two landowners submitted applications for rezoning, loosely in accordance with the draft Framework Plan. These applications were made under the *Land Use Planning and Approvals Act 1993* and must be assessed according to legislation. To manage internal resourcing and to maintain impartiality, these two applications are being assessed by an experienced consultant planner. The two rezoning applications are currently on hold, with outstanding requests for additional information.

It is important to acknowledge that Council must have a 'local strategy' that sets out the strategic justification for residential land use, future zoning and infrastructure planning of the South Prospect site, for these rezoning applications to be progressed through the statutory process. The applications cannot progress in the absence of a local strategy.

2. Strategic Justification - Neighbourhood Plan Project

Launceston needs more homes to accommodate the growth of our city. For South Prospect to progress as one of our residential growth areas, a 'local strategy' is required. A 'local strategy' is defined in the Northern Tasmanian Regional Land Use Strategy (NTRLUS) and is the strategic land use planning justification necessary to support the establishment of a new residential growth area by the Tasmanian Planning Commission.

The best-practice approach to achieve this is to develop a Neighbourhood Plan (structure plan) and Infrastructure Funding Framework for the site, similarly to the work Council is currently undertaking for the suburbs of St Leonards and Waverley. For South Prospect, a Neighbourhood Plan will address the matters that are relevant for the land and the community.

While there are a number of unknown factors to resolve, it is intended that the Neighbourhood Plan will be the catalyst to substantially unlock the land for development. It will utilise and build on the existing technical work undertaken to date and attempt to resolve outstanding matters to the extent possible.

The Neighbourhood Plan will be prepared by City of Launceston to provide clarity around the necessary connectivity, sequencing and infrastructure delivery mechanisms for a residential growth area of this scale. It will be at a level that provides flexibility for landowners to progress applications for rezoning and future subdivision applications, which will be assessed on their merits.

3. Working Group

The development of a Neighbourhood Plan involves multiple stakeholders with diverse interests, including local government, State Government, infrastructure service providers, landowners and the community. A Working Group with representatives from the City of Launceston and State Government has been established.

The Honourable Nicholas Duigan, Minister for Energy and Renewables; Minister for Sports and Events; Minister for Parks, wrote to the Mayor on 12 December 2024 to outline his support for the Working Group and suggest State representatives.

The working group has been formed and its members are:

- Will Joscelyne, Executive Director Strategic Projects, Natural Resources and Environment Tasmania
- Mark Baker, Executive Director, Northern Cities, Coordinator-General

- Elspeth Moroni, Acting General Manager State Roads, Transport Division, Department of State Growth
- John Dawson, Project Director Strategic Projects, Department of State Growth.
- Chelsea van Riet, Executive Leader Community Assets and Design, City of Launceston.

The working group has met twice since forming, 11 February 2025 and 11 April 2025.

5. Next Steps

Council officers are preparing a project plan with timings to chart a path forward. The project plan will be presented to the working group for input and feedback. Once a project plan is agreed it will be presented to Council for endorsement.

The South Prospect Neighbourhood Plan project has been scheduled into the forward work program of the strategic land use planning team to commence in the 2025/26 financial year, subject to budgetary allocations being made.

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.

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:

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

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.
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:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20. 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)

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).

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 \$493,500.
 - (b) Capital Works Expenditure
 - i. the decrease in the Council's funded expenditure of \$493,500.
 2. notes that amendments from Recommendation 1. result in:
 - (a) 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.
 - (b) the capital budget being decreased to \$46,656,654 for 2024/2025.
-

REPORT:

1. Budget Amendments

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

	Operations \$'000	Capital \$'000
Statutory Budget as 01/07/2024	(3,065)	26,911
Adjustments Approved by Council to 31/03/2025	16,295	20,239
Balance Previously Advised as at 31/03/2025	<u>13,230</u>	<u>47,150</u>

Amendments

Additional Council Funds	0	0
Capital to Operations	(500)	(500)
Operations to Capital	7	7
External Funds	0	0
External Funds Not Received	0	0
Statutory Budget as at 30/04/2025	<u>12,737</u>	<u>46,657</u>

Underlying Results Adjustment

Deduct Capital Grants and Contributions	(19,179)
Deduct Tamar Estuary River Health Action Plan	5,000
Underlying Operating Budget Surplus/(Deficit)	<u>(1,442)</u>

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

Details of the amendments are as follows:

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

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
CP24689	Townhall & Annexe Refurbishment 24/25	\$904,020	\$500,000	\$0	\$404,020
OP25455	OPM2025 SEC Department Relocations	\$0	\$0	\$500,000	\$500,000
	TOTALS	\$904,020	\$500,000	\$500,000	\$904,020

The project scope of works:

During 2024/25 a seriously entertained change process was undertaken to more appropriately realign teams within the council. As part of this change process, many teams have relocated to be seated together, and this has provided the opportunity for internal refurbishment works to be undertaken in the town hall and annexe buildings. This budget amendment moves funds which have been unused within the capital project Town Hall & Annexe Refurbishment to the operational project where the works have been undertaken.

Capital to Operations	Operations	Capital
OPM2025 SEC Department Relocations	\$500,000	(\$500,000)
TOTAL	\$500,000	(\$500,000)

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
OP40039	Health General Services	\$30,000	\$6,500	\$0	\$23,500
CP24727	Immunisation Fridge	\$0	\$0	\$6,500	\$6,500
	TOTALS	\$30,000	\$6,500	\$6,500	\$30,000

The project scope of works:

The current immunisation fridge is at the end of life. Due to the value of vaccines held in this fridge staff have requested a replacement fridge to be purchased to mitigate the risk associated with power failure. The Environmental Health team have identified budget within their operational project of Health General Services which can be transferred to a capital project to enable the purchase of a replacement fridge.

Operations to Capital	Operations	Capital
CP24727 Immunisation Fridge	(\$6,500)	\$6,500
TOTAL	(\$6,500)	\$6,500

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. Signing of Council Agreements and Documents Policy - 14-Plx-035

FILE NO: SF0992

AUTHOR: Lucas Lim (Governance and Legal Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the adoption of the Signing of Council Agreements and Documents Policy - 14-Plx-035.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 2 May 2019 - Agenda Item 19.1 - Signing of Council Agreements and Documents Policy 14-PI-035

Council - 19 March 2020 - Agenda Item 19.3 - Signing of Council Agreements and Documents Policy 14-PI-035

RECOMMENDATION:

That Council:

1. adopts the Signing of Council Agreements and Documents Policy - 14-Plx-035 as set out below:

Signing of Council Agreements and Documents Policy

PURPOSE

To define the circumstances in which use of Council's common seal ("the seal") is authorised and to provide guidance around the signing of procedural agreements.

SCOPE

This policy applies to all formal instruments and procedural agreements. It does not apply to correspondence.

POLICY

The seal will be affixed to formal instruments, unless determined otherwise by Council. The holder of the position of Senior Leader Governance, is authorised to use the seal as detailed below.

- The officer responsible for a formal instrument will prepare a memorandum to Senior Leader Governance attesting to the correctness and accuracy of the instrument and requesting it to be sealed. Where relevant, the responsible officer is to identify the decision of Council justifying the instrument.
-

- The Senior Leader Governance will review the instrument for procedural compliance and if satisfied, will arrange for the seal to be affixed.
- The execution of an instrument so sealed is to be attested by the Senior Leader Governance by signing and dating the instrument, on or near the seal.
- The Senior Leader Governance is to arrange for the sealed and executed instrument to be entered in the seal register.
- The officer that requested the formal instrument be sealed is responsible for ensuring it is stored within the corporate information management software with the appropriate details and classifications as required by Legals Index 17-HLPR-005.

The holders of the positions of Chief Executive Officer, Executive Leader Delivery and Performance, Executive Leader Community Assets and Design, Senior Leader City Development, Mayor and Deputy Mayor are authorised to use the seal, and to execute and attest a sealed instrument, to the same extent and in the same manner as the holder of the position of Senior Leader Governance, as detailed above.

The seal cannot be used to sign procedural agreements.

- Procedural agreements will be signed by the Chief Executive Officer, responsible Executive Leader or officer with delegated authority, as appropriate.
- The person signing a procedural agreement is responsible for ensuring it is stored within the corporate information management software with the appropriate details and classifications as required by Legals Index 17-HLPR-005.

When not in use, the seal is to be stored in a secured location.

PRINCIPLES

Council's Organisational Values apply to all activities.

In signing any documents officers and Councillors are to avoid any conflict of interest.

Officers are expected to provide evidence that formal instruments and procedural agreements have been subjected to reasonable due diligence before requesting sealing or signing.

Reasonable due diligence will vary, depending on the nature of the agreement or document and the consideration at issue.

RELATED POLICIES & PROCEDURES

RELATED LEGISLATION

Local Government Act 1993

REFERENCES

N/A

DEFINITIONS

Chief Executive Officer

Chief Executive Officer means the General Manager as defined by the *Local Government Act 1993* and includes a person performing the role of Chief Executive Officer.

Executive Leader Community Assets and Design

Executive Leader Community Assets and Design includes a person performing the role of Executive Leader Community Assets and Design

Executive Leader Delivery and Performance

Executive Leader Delivery and Performance includes a person performing the role of Executive Leader Delivery and Performance

Senior Leader City Development

Senior Leader City Development includes a person performing the role of Senior Leader City Development.

Senior Leader Governance

Senior Leader Governance includes a person performing the role of Senior Leader Governance.

Formal Instruments

Those documents that are or evidence a major Council decision that has long term ramifications or are of a 'permanent' nature or otherwise require the affixing of the Council seal. Examples of this type of document include grant deeds, plans of survey, strata plans, amendments to the planning scheme, contracts for sale or purchase of land, partnership agreements, and instruments of delegation.

Procedural Agreements

Those documents that are or evidence legal agreements of a relatively short-term duration (less than ten years). Examples of this type of document include leases, and contracts for the supply of goods or services.

REVIEW

This policy will be reviewed no more than five years after the date of approval (version) or more frequently, if dictated by operational demands and with Council's approval.

REPORT:

Council's Signing of Council Agreements and Documents Policy 14-Plx-035 ("the Policy"), last approved on 19 March 2020, is due for a review. A review of the Policy has now occurred, and other than minor changes including position titles, no other changes are required.

Section 19(3) of the *Local Government Act 1993* (the Act) provides that the common seal is to be kept and used as authorised by the Council, and section 19(5) further provides that the execution of a document sealed by a Council is to be attested by such persons as the Council determines.

The Policy provides that the use of the Council's common seal ("the Seal") requires authorisation, and the current approach is that the Seal will be applied to Formal Instruments which include grant deeds, contract for sale or purchase of land and plans of survey and cannot be applied on some Procedural Agreements such as a short term lease (less than 5 years).

All changes from the 2020 version to that which is provided in the Recommendation are provided at Attachment 1. A summary of those changes is provided below.

Addition (additional words are in underline)	Explanation
The officer responsible for a formal instrument will prepare a memorandum to Senior Leader Governance attesting to the correctness and accuracy of the instrument and requesting it to be sealed. <u>Where relevant, the responsible officer is to identify the decision of Council justifying the instrument.</u>	Inserted to ensure that in addition to the memorandum, the responsible officer provides the Senior Leader Governance with evidence of the decision of Council for review and consideration, where relevant.
The holders of the positions of Chief Executive Officer, <u>Executive Leader Delivery and Performance, Executive Leader Community Assets and Design, Senior Leader City Development</u> , Mayor and Deputy Mayor are authorised to keep and use the seal, and to execute and attest a sealed instrument, to the same extent and in the same manner as the holder of the position of <u>Senior Leader Governance</u> , as detailed above.	Inserted as the seal is likely to be used by the officers holding these positions as part of their day-to-day functions.
<u>When not in use, the seal is to be stored in a secured location.</u>	Inserted to ensure that the Seal is kept in a secured location, when not in use.
<p><u>Chief Executive Officer</u> <u>Chief Executive Officer means the General Manager as defined by the Local Government Act 1993 and includes a person performing the role of Chief Executive Officer</u></p> <p><u>Executive Leader Community Assets and Design</u> <u>Executive Leader Community Assets and Design includes a person performing the role of Executive Leader Community Assets and Design</u></p>	The definitions of these roles has been added for clarity.

<p><u>Executive Leader Delivery and Performance</u> <u>Executive Leader Delivery and Performance includes a person performing the role of Executive Leader Delivery and Performance</u></p> <p><u>Senior Leader City Development</u> <u>Senior Leader City Development includes a person performing the role of Senior Leader City Development.</u></p>	
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Apart from the above changes, the remaining changes relate to the updating of position titles to reflect City of Launceston's current organisational structure. As an administrative matter, the policy will be referenced internally as 14-Plx-035 (instead of 14-PI-035) to identify it as a policy that is to be published to www.launceston.tas.gov.au.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Signing of Council Agreements and Documents Policy amendment in tr (1) [20.2.1 - 5 pages]

20.3. Review - 2025 Council Meeting Schedule and Update of Council Meetings Policy (Frequency and Commencement Time) (14-Plx-001)

FILE NO: SF0975, SF0098

AUTHOR: Leanne Purchase (Senior Leader Governance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider a 10.30am start time for Council Meetings.

As per regulations 6(1) and 18 of the Local Government (Meeting Procedures) Regulations 2015, recommendation 1 of the proposed motion requires an absolute majority.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2015

PREVIOUS COUNCIL CONSIDERATION:

Council - 28 November 2024 - Agenda Item Number 20.5 - 2025 Council Meeting Schedule and Update of Council Meetings Policy (Frequency and Commencement Time) (14-Plx-001)

RECOMMENDATION:

That Council:

1. 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.
2. notes that if Recommendation 1 is resolved in the affirmative:
 - (a) 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.

- (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 www.launceston.tas.gov.au and by notice available at the Customer Service Centre, Town Hall, Launceston.

-
- (c) the part of the Council's decision made on 28 November 2024 which determined that Council Meetings would commence at 1pm is overturned.
-

REPORT:

On 28 November 2024, the Council resolved that in 2025, Council Meetings would be held once every three weeks, commencing at 1pm. During debate, a suggestion was made that the arrangement could be reviewed after six months.

It was hoped that a reduction in the number of Council meetings per month would provide an opportunity for Council Officers and Councillors to reduce the time spent in meetings and focus more on strategic priorities, community engagement and effective decision making. This change was aimed at improving efficiency while maintaining the quality of governance and service delivery. The upcoming Strategic Plan will assist in providing greater clarity on what are Council's key priorities, along with a rolling forward 12 month Council Meeting agenda plan, to ensure a proactive approach to dealing with key issues.

There has been a noticeable increase in the length of Council Meetings and problems maintaining a quorum when meetings extend into the evening.

Consultation with Councillors and Council Officers suggests a start time earlier than 1pm for Council Meetings is welcome, and is more likely to ensure that all agenda items can be dealt with within normal hours of operations leading to better Officer and Councillor availability.

For this reason, it is proposed that the start time for Council Meetings is amended to 10.30am.

Motion to overturn decision

As required by regulation 18 of the *Local Government (Meeting Procedures) Regulations 2015*:

- (a) If Recommendation 1 is resolved in the affirmative, the motion overturns part of a decision made by the Council on 24 November 2024 at item 20.5.
- (b) The part of the decision referenced in (a) that would be overturned, is the decision to commence Council Meetings at 1pm and for a 1pm start time to be reflected in the Council Meetings Policy (Frequency and Commencement Time) (14-Plx-001).
- (c) While not explicit, the decision made by the Council on 24 November 2024 directed that meeting preparations be made in keeping with a 1pm start time. This included publishing a notice in The Examiner, on the Council's website and at the Customer Service Centre.
- (d) The actions described at (c) have been carried out.

RISK IMPLICATIONS:

A consequence of the three-weekly Council Meeting cycle is that meetings are longer than when they were held every two weeks. While an earlier start time will not impact the length of the meetings, it is expected that they will conclude later afternoon which improves prospects of sustaining a quorum for the duration of the meeting and so allowing Council to deal with all matters included in the agenda.

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:

A reduction in the payment of overtime for some Council Officers and meal allowances for Councillors is an expected consequence of 10.30am starts to Council Meetings.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.4. Dispute Resolution Policy (14-Plx-040)

FILE NO: SF2213

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the Dispute Resolution Policy (14-Plx-040).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) - section 28JA
Local Government (General) Regulations 2015
Fee Units Act 1997 (Tas)

RECOMMENDATION:

That Council:

1. adopts the Dispute Resolution Policy (14-Plx-040) as follows:

Dispute Resolution Policy

PURPOSE

To establish the principles and procedures for dispute resolution with, and between, Councillors related to matters outlined under the Code of Conduct in accordance with *Local Government Act 1993* Section 28JA, and the *Local Government (General) Regulations 2015*.

This Policy is based on Model Dispute Resolution Policy template prepared by the Local Government Association of Tasmania (LGAT), December 2024.

SCOPE

This Policy applies to disputes with, and between, Councillors. Matters of dispute include those under the Code of Conduct and behaviour of Councillors towards each other, Council employees and community members more broadly.

- ***Relationship to the Code of Conduct***

This Policy is to support the resolution of disputes with, and between, Councillors before a Code of Conduct complaint is lodged.

Where a Code of Conduct complaint is lodged, the *Local Government Act 1993* requires that a complainant details why the outcome from the dispute resolution process was not satisfactory⁽¹⁾, or if the process was not used, why the dispute

resolution process was not appropriate for the circumstances^[2]. An exception is where the dispute resolution process is not appropriate to resolve the dispute.

- ***When this Policy may not be appropriate***

A Code of Conduct complaint may be required where either party is unable, or unwilling to participate in some, or all, of the dispute resolution process, such as mediated discussions. These reasons will be documented by the Dispute Resolution Officer.

Other matters such as, but not limited to, health and safety risks, criminal misconduct, discrimination, breaches of the *Local Government Act 1993* are to be addressed outside this Policy.

^[1] *Local Government Act 1993*, Section 28V (fc).

^[2] *Local Government Act 1993*, Section 28V (fd).

POLICY

1. Principles

1.1. Procedural fairness

The principles of procedural fairness, or natural justice, will apply when dealing with a dispute under this Policy.

In particular:

- (i) the parties in the dispute will be afforded equitable opportunities to be heard
- (ii) any recommendations, or dispute resolution plans will be based on genuine consideration of the circumstances and evidence
- (iii) the roles in the process will support procedural fairness.

1.2. Roles

Complainant

The person raising the dispute about a relevant matter.

Respondent

The councillor(s) that are subject to a dispute.

Mayor

The Mayor as Chairperson of the council may ask for parties to engage in the dispute resolution process.

Chief Executive Officer (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.

The Chief Executive Officer is responsible for identifying a council officer to act as the Dispute Resolution Officer. Where the Dispute Resolution Officer has an actual or perceived conflict of interest with the parties in dispute, the Chief Executive Officer may appoint an alternative officer. The Chief Executive Officer may appoint themselves where no other person is able to perform this role, and they can meet the requirements of this Policy.

The Chief Executive Officer is to identify a panel of Dispute Resolution Advisors for use under this Policy. Alternatively, councils may access the provider panel developed by the Local Government Association of Tasmania.

Dispute Resolution Officer

The Dispute Resolution Officer manages the process, is responsible for maintaining the records of the process and appoints the Dispute Resolution Advisor. The Dispute Resolution Officer does not have a role in assessing the dispute.

Dispute Resolution Advisor (the Advisor)

The Advisor is a person external to the council who undertakes the dispute resolution process with the parties in dispute. Refer to Section 2.4 of this Policy for more detail on the Advisor.

Support person

The support person is a person who may support the complainant or respondent as part of the dispute resolution process. Refer to Section 2.7 of this Policy for more detail.

1.3. Personal and shared responsibility

Councillors represent the views of the community, so at times they may hold and express views that are different, and opposing, to their fellow Councillors. The democratic process means that there may be active debate that should be considered and respectful.

However, this debate may become a conflict or dispute. Where this happens, the parties should use their best endeavours to resolve the issue or dispute in an informal and courteous manner.

Where the parties have been unable to resolve the issue or dispute themselves, or it is not appropriate, then the dispute resolution process can then be applied. The process is to be approached by the parties in good faith to find a resolution.

1.4. Confidentiality

All parties will take all reasonable steps to maintain confidentiality when dealing with the dispute, to protect both the complainant and respondent.

With the mutual agreement of the complainant and respondent a closed meeting of Council may be advised that the parties are participating in dispute resolution process.

1.5. Accessibility

The Council will ensure that information on how to lodge a dispute, including this Policy, is available via its Customer Service Centre and on the Council's website. The Council will make information available in accessible formats if requested. Any person wishing to lodge a dispute may contact the Dispute Resolution Officer if they require assistance in completing the dispute resolution form or otherwise navigating the dispute resolution process.

1.6. Equitable access

This Policy and process is designed to address the different needs and priorities of all persons, including of different genders. It provides measures that address different levels and types of experiences, power, information, and influence. These measures include:

- Addressing power imbalances with an external neutral Dispute Resolution Advisor to support dispute resolution and providing for support person(s), detailing access to information, and maintaining accurate, clear records.
- Providing a safe environment through confidentiality and neutral party lodgement.
- Requiring Dispute Resolution Advisors with appropriate training for inclusiveness, gender responsiveness and trauma.

2. Procedures

2.1. Lodging and withdrawing disputes

Any person may lodge a dispute regarding a Councillor's behaviour.

The Dispute Resolution Form 14-Fmx-017 must be completed in full to lodge a dispute. Completed forms must include the name and contact details of the complainant. A dispute must specify the part(s) of the Code of Conduct that the behaviour relates to.

Anonymous disputes cannot be accepted. Where an individual wishes to remain anonymous or does not want to put their complaint in writing the Dispute Resolution Officer may direct them to alternative avenues outside this Policy.

Where a Dispute Resolution Form omits required details, the Dispute Resolution Officer will invite the complainant to provide this information for the dispute to be progressed.

The dispute lodgement fee is 25 fee units. The current unit fee can be found at <https://www.treasury.tas.gov.au/economy/economic-policy-and-reform/fee-units>. Separate costs and processes apply to Code of Conduct complaints.

Disputes may be withdrawn by the complainant by writing to the Dispute Resolution Officer. The Dispute Resolution Officer will provide written notice of the withdrawal to

the respondent. Notice will not be provided if the withdrawal is prior to the respondent being notified of a dispute being lodged (Refer to Section 2.3 of this Policy).

2.2. Notice to complainant

Within 10 business days after receiving a dispute, the Dispute Resolution Officer will provide written notice to the complainant that:

- (i) confirms receipt of the dispute
- (ii) outlines the process that will be followed
- (iii) notes the confidentiality requirements of Section 1.4 of this Policy
- (iv) includes a copy of this Policy.

2.3. Notice to respondent

Within 15 business days after receiving a dispute, the Dispute Resolution Officer will provide written notice to the respondent that:

- (i) advises that a dispute has been made in accordance with this Policy
- (ii) includes a completed Dispute Resolution Form 14-Fmx-017
- (iii) outlines the process that will be followed
- (iv) notes the confidentiality requirements of Section 1.4 of this Policy
- (v) includes a copy of this Policy.

2.4. Appointment of Dispute Resolution Advisor

The Dispute Resolution Officer is to engage a Dispute Resolution Advisor (Advisor) to conduct dispute resolution. The Advisor must:

- (i) not be an employee of Council
- (ii) not have any direct relationship to the parties
- (iii) must be objective and impartial, with no real or perceived bias
- (iv) must be able to demonstrate that their practice is gender and trauma aware
- (v) be accredited under the National Mediator Accreditation System (NMAS), or its successor, the Australian Mediator and Dispute Resolution Accreditation Standards (AMDRAS); or have a minimum of a Diploma in Mediation or Dispute Resolution.

In selecting a person to act in the capacity of the Advisor, the Dispute Resolution Officer will consider the nature of the issue under discussion, knowledge/experience of local government and interpersonal skills that can most likely assist in resolving matters of conflict.

The Dispute Resolution Officer will provide written notice of the appointment of the Advisor to the complainant and the respondent.

The parties may object to the Dispute Resolution Officer if they believe that the Advisor does not meet the requirements detailed in this section and will provide evidence to substantiate their view. The Officer will consider an objection and determine whether an alternate Advisor is to be appointed.

It is expected that there be no conflicts of interest between the Advisor and the complainant or respondent. If during the review process a conflict of interest arises between any party, the party must notify the Dispute Resolution Officer promptly. Where the Dispute Resolution Officer determines there is an actual conflict of interest, an alternative Advisor is to be appointed.

2.5. Dispute resolution process

2.5.1. Commencement

In commencing the dispute resolution process, the Advisor will bring together the parties to conduct an initial facilitated discussion or mediation. Where needed they may also undertake initial individual interviews with the parties and others.

The initial discussion is to provide a general picture of the dispute and to allow the Advisor to provide an estimate of the timeframe for the process based on the parties' willingness and availability. This discussion will support the Advisor's consideration of the appropriateness of undertaking the process including:

- the parties' willingness to participate in the process
- health and safety risks to the parties, or others.

The Advisor may determine that the process cannot continue due to:

- the risk that the process may cause harm to the health and safety of either of the parties; or
- one of the parties is unwilling or unable to participate; or
- initial engagement reveals circumstances that must be addressed through a different process, such as those outlined under the Scope section of this Policy.

Where the Advisor has determined the process cannot continue, they will provide a report to the Dispute Resolution Officer. The report will provide their reasons and state their determination that the dispute will need to be resolved through alternative avenues. The Advisor may make recommendations regarding these avenues.

2.5.2. Process

The Advisor will determine the appropriate resolution processes based on their expertise and experience. This may include, but not be limited to, approaches such as mediation and facilitated restorative processes.

Resolutions may include, but not be limited to:

- a commitment to changing behaviours
- a commitment to cease the behaviour
- a commitment to apologise
- counselling
- undertaking professional development.

The Advisor may also make a recommendation to the Council that it review a policy, procedure, or other document related to the dispute.

The parties must represent themselves.

The maximum timeframe for a dispute resolution process is three months. At this time the Advisor is to provide a report to the Dispute Resolution Officer and close the dispute. This timeframe may be extended on the Advisor's recommendation and with the mutual agreement of the parties.

2.5.3. Information requests

Councillors and Council employees are to respond to the Advisor's reasonable requests for information about the dispute. Information pertaining to a third party will require their consent for the information to be released.

The Advisor may request the Dispute Resolution Officer to search for any relevant records or information in the Council's Electronic Document Management System. To the extent that is lawfully permitted, the Advisor must provide the complainant and respondent with a copy of any records that are identified.

In addition, where clarification or additional information has been sought from the complainant by either the Dispute Resolution Officer or the Advisor, copies must also be provided to the complainant and respondent.

2.6. Order of disputes

Disputes will normally be dealt with in the order in which they are received. If more than one dispute is received that relates to the same alleged breach, the Dispute Resolution Officer may progress those disputes concurrently, provided confidentiality can be maintained.

2.7. Support person

Complainants and respondents may include a support person as part of the dispute resolution process.

The role of the support person is to observe and provide emotional support. They are not to provide views on the process or on legal context. The support person must not be an Australian lawyer.

The parties are to provide written notice to the Dispute Resolution Officer of their intention to include a support person in the dispute resolution process. This notice is to include the person's name, occupation and relationship to the party.

The Advisor is to consider, before and during the process, the impact of the support person's participation on the principles in this Policy. The Advisor has absolute

discretion to remove, or not to allow the person to participate in some, or all, of the process. The Advisor's determination will be provided in writing to the parties and to the Dispute Resolution Officer.

3. Reporting obligations

3.1. Report from Dispute Resolution Advisor

The Advisor must include in the confidential report to the Dispute Resolution Officer and to the parties:

- (i) the process and methods that were used
- (ii) outcomes of the process including commitments made by one or more of the parties
- (iii) the views of the parties regarding the outcomes of the process.

3.2. Council

In accordance with *Local Government (General) Regulations 2015*, Regulation 30B, Council is required to maintain a record of the number of disputes, including whether they were determined, withdrawn or underway, and their total costs. This information is to be reported in its Annual Report.

4. Implementation and Communication

The Chief Executive Officer is responsible for the implementation of this Policy in accordance with the responsibilities outlined.

RELATED POLICIES & PROCEDURES

Dispute Resolution Form 14-Fmx-017

RELATED LEGISLATION

Fee Units Act 1997

Local Government Act 1993 Section 28JA

Local Government (General) Regulations 2015

Personal Information Protection Act 2004

REFERENCES

Local Government Code of Conduct Framework

DEFINITIONS

N/A

REVIEW

This Policy will be reviewed every 4 years following a Council election.

REPORT:

Pursuant to Section 28JA of the *Local Government Act 1993* (Tas), Councils are required to adopt a Dispute Resolution Policy, within 12 months of commencement of the section on 11 September 2024. Council's Dispute Resolution Policy (14-Plx-040) (the Policy) applies to disputes with, and between, Councillors. Matters of dispute include those under the Code of Conduct and behaviour of councillors towards each other, council employees, and community members more broadly.

Councillors represent the views of the community, so at times they may hold and express views that are different, and opposing, to their fellow Councillors. The democratic process means that there may be active debate that should be considered and respectful. However, this debate may become a conflict or dispute. Where this happens, the parties should use their best endeavour to resolve the issue or dispute in an informal and courteous manner.

Where the parties have been unable to resolve the issue or dispute themselves, or it is not appropriate, then a dispute resolution process can then be applied. The process is to be approached by the parties in good faith to find a resolution.

The Policy establishes the principles and procedures for dispute resolution with, and between, councillors related to matters outlined under the Code of Conduct in accordance with *Local Government Act 1993* (Tas) Section 28JA, and the *Local Government (General) Regulations 2015*.

This Policy is to support the resolution of disputes with, and between, Councillors before a Code of Conduct complaint is lodged. The *Local Government Act 1993* (Tas), sections 28JA and 28V, requires that a Code of Conduct complainant details why the outcome from the dispute resolution process was not satisfactory, or if the process was not used, why the dispute resolution process was not appropriate for the circumstances.

Other matters such as, but not limited to, health and safety risks, criminal misconduct, discrimination, breaches of the *Local Government Act 1993* (Tas) are to be addressed outside this Policy.

The Policy and associated Dispute Resolution Form (14-Fmx-017) included as Attachment 1, have been drafted using the Model template developed by LGAT to support Councils to manage disputes and fulfil their legislative obligations.

RISK IMPLICATIONS:

The Policy includes two roles to be identified by the Chief Executive Officer (CEO), the Dispute Resolution Officer and Dispute Resolution Advisor. These will be appointed on case-by-case basis to minimise the potential of an actual or perceived conflict of interest with the parties in dispute.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

There are no significant social or environmental implications.

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:

A Dispute Resolution Advisor is to be engaged to conduct an initial facilitated discussion or mediation when a dispute is lodged. All arrangements, including fees, will be determined through procurement of the Dispute Resolution Advisor.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. DRAFT 14- Fmx-017 Dispute Resolution Form [20.4.1 - 5 pages]

20.5. Monthly Financial Performance Report

FILE NO: SF7694

AUTHOR: Samuel Kelty (Senior Leader Finance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

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

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. notes the report outlining both Capital and Operational results to the period ending 30 April 2025.
-

REPORT:

Operational Result April 2025

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

The financial year 2025 year to date (YTD) budget has an underlying deficit of \$1,580,352. The YTD actual underlying deficit is \$1,189,803.

This results in a favourable YTD variance of \$390,548. This excludes any capital grants received, or loss on disposal of fixed assets and TERHAP.

Rates revenue is \$411,614 below budget as a result of objections to revaluations received by the Office of the Valuer General (OVG) following the Municipal Revaluation last year. It is normal for supplementary valuations to be received later in the year from the OVG following a full revaluation.

User Fees & Charges are favourable to budget at \$62,386. The major variances are due to Waste Centre and Aquatic Centre trading income lower compared to the budget, this is somewhat offset by favourable expenditure variances.

Statutory Fees & Charges are favourable to the budget, at \$237,535. The major variance is due to higher Planning and Certificate fees.

Other Operational Grants are \$343,252 unfavourable to budget. The variance is attributable to grants for state roads and flood drainage. Grants are expected to be received in the coming months, and the variance is expected to be reduced.

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

Employee costs are lower than the budget by \$1.7M due to vacant positions. Material and Services expenses are unfavorable by \$590,186. The State Landfill levy costs show a favorable variance of \$426,287.

Capital Expenditure April 2025

Total capital expenditure budget for 2024/2025 is made up of carried forward budget funds of \$48,237,904, Current Year Council Funds of \$27,477,998 and External Funding of \$19,178,656 for a total budget of \$94,894,558.

Council currently has a total of 185 capital projects with 21% in the Preliminary Design Phase, 54% In Progress and 11% Practically Complete. From a budgetary perspective, this represents 97% of overall capital budget.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

As per the report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Monthly Financial Performance Report Apr 2025 updated on TERHAP [20.5.1 - 4 pages]

20.6. Lease - Rocherlea Scout Group and Northern Tasmania Amateur Radio Club

FILE NO: SF2967

AUTHOR: Sharin Imlach (Lease Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the lease of part of 23 - 41 Archer Street, Rocherlea jointly to Scouts Association of Australia Inc. Tasmania Branch (The Rocherlea Scout Group) and the Northern Tasmanian Amateur Radio Club (NTARC).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council – 12 September 2016 - 18.2 - Scouts Lease

RECOMMENDATION:

That Council:

1. 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:



2. requires that the lease is on the following basis:
 - a. the lease is to commence on 30 May 2025 for a period of 5 years;
 - b. the commencing rent is to be \$340.34 per year;
 - c. the lessee is to be responsible for:
 - i. energy costs;
 - ii. volumetric and connection charges for water;
 - iii. contents insurance; and
 - iv. other service charges if any.
 - d. The lessee is to continuously:
 - i. maintain building in good and reasonable order;
 - ii. keep clear all noxious growth from premises;
 - iii. hold public liability insurance of at least \$20 million;
 3. the Council is to be responsible for structural maintenance;
 4. requests the Chief Executive Officer to:
 - a. determine the exact dimensions of the land to be leased and all remaining terms and conditions;
 - b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and
 5. notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993*.
-

REPORT:

The Rocherlea Scout Group (the Scouts) entered a lease of the premises in 2016, which expired in 2021. During the term of that lease, the Scouts sublet to the Northern Tasmania Amateur Radio Club (NTARC).

After the lease expired, the Scouts did not enter into a new agreement, leaving NTARC in sole occupation of the premises. Council officers have since been advised that the Scouts have resumed use of the premises, meaning both groups are now occupying the site without a formal lease in place.

The building has been located on the Council's land since the 1980s and is owned by Scouts Tasmania.

An inspection of the building was conducted on 6 May 2025, identifying several compliance issues:

- A non-compliant wood heater
- No smoke alarms
- No testing and tagging of essential safety equipment

After consultation with Executive Leaders, it was agreed that Council officers would commence negotiations with both parties to resolve compliance issues and to establish a lease.

As part of these discussions, Council officers requested that ownership of the building transfer to the City of Launceston. This is considered the most appropriate outcome to effectively manage assets by ensuring ongoing maintenance and compliance is met, thereby minimising risk.

On 16 May 2025, Scouts Tasmania formally relinquished ownership of the building in writing with the provision that a new lease is entered into with both the Scouts and NTARC and that Council is responsible for structural maintenance and building insurance.

On commencement of a new lease, the building would be added to the asset register and no further action is required.

RISK IMPLICATIONS:

There are currently two community groups occupying Council-owned land without a formal agreement in place. The building they occupy is not recognised as a Council asset. This presents several risks, including:

- Unclear responsibilities for maintenance, compliance, and liability
- Limited access for Council officers, which may result in non-compliance with safety or regulatory standards
- Ongoing maintenance issues that cannot be appropriately managed
- Impediments to future land use planning due to building ownership

Formalising these arrangements through lease agreement is recommended to mitigate these risks.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Scout groups offer a supportive environment where children from diverse backgrounds build friendships and social skills. The absence of such a group can lead to reduced opportunities for social inclusion, particularly in smaller or isolated communities. NTARC work in conjunction with the Scouts to offer additional skills along with providing social inclusion for a group of predominantly retired people.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

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

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

Focus Areas:

4. To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.
5. To promote and support active and healthy lifestyles of our community.

BUDGET AND FINANCIAL IMPLICATIONS:

In accordance with the Councils Lease and Licensing Policy, the recommended annual rent is \$340.34, which is 182 fee units established by the *Fee Units Act 1997*. The Act establishes a value of a fee unit for each financial year, with such value indexing in line with the Consumer Price Index (CPI) for Hobart.

The area to be leased has an Assessed Annual Value (AAV) of \$12,000 per year, resulting in an effective subsidy of \$11,659.66.

That comparison does not take into account the individual circumstances of the site, such as capital improvement or maintenance responsibilities.

Depreciation and other operational costs will impact Council when the building ownership transfer is completed. These costs far outweigh the other risks noted in the report to both Council and users of the Scout Hall.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.7. Lease - Old Launcestonians Football Club

FILE NO: SF2967

AUTHOR: Sharin Imlach (Lease Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the lease of Part of 2 Invermay Park, Invermay to The Old Launcestonians Football Club Inc.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

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:



2. requires that the lease is on the following basis:
 - a. the lease is to commence on 1 June 2025 for a period of 5 years;
 - b. the commencing rent is to be \$340.34 per year;
 - c. the lessee is to be responsible for:
 - i. energy costs;
 - ii. contents insurance;
 - iii. other service charges if any.
 - d. the lessee is required to continuously:
 - i. maintain the building in good and reasonable order;
 - ii. keep clear all noxious growth from premises;
 - iii. hold public liability insurance of at least \$20 million;

3. the Council is to be responsible for structural maintenance;
 4. requests the Chief Executive Officer to:
 - a. determine the exact dimensions of the land to be leased and all remaining terms and conditions;
 - b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and
 5. notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993*.
-

REPORT:

The current agreement between the City of Launceston and the Old Launcestonians Football Club (OLFC) for the occupation of part of the premises at Invermay Park is a Licence agreement that commenced on 1 January 2016 and will expire on 31 December 2025.

Following a formal request from OLFC to review the current arrangement, Council officers undertook an assessment and determined that a Lease agreement would more accurately reflect the nature of the club's ongoing use of the facility.

The current rental fee under the Licence is higher than what similar sporting groups pay. The Licence also allows the North Launceston Junior Football Club (NLJFC) to share the facility and kiosk. The proposed Lease makes provisions for third party community groups to continue to be able to use the space.

This change will align with the City of Launceston's Lease and Licence Policy by ensuring that the rental terms are fair and consistent with those applied to other community sporting groups and that the facility provides optimal multiple use opportunities.

RISK IMPLICATIONS:

The presence of a local football club contributes significantly to community cohesion, social inclusion, and physical health outcomes. Discontinuation of the club's occupancy could limit access to grassroots sport and reduce opportunities for community connection and engagement.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Football clubs contribute to local economies through the use of local services, suppliers, and hospitality venues. Match days and club events attract visitors who spend time in the local area. Without an active club, this economic activity diminishes.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

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

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

Focus Areas:

4. To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.
5. To promote and support active and healthy lifestyles of our community.

BUDGET AND FINANCIAL IMPLICATIONS:

In accordance with the Council's Lease and Licensing Policy, the recommended annual rent is \$340.34, which is 182 fee units established by the *Fee Units Act 1997*. The Act establishes the value of a fee unit for each financial year, with such value indexing in line with the Consumer Price Index (CPI) for Hobart.

The area to be leased has an Assessed Annual Value (AAV) of \$28,000 per year, resulting in an effective subsidy of \$27,659.66

That comparison does not take into account the individual circumstances of the site, such as capital improvements or maintenance responsibilities.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.8. Lease - Albert Hall - Theatre North

FILE NO: SF2967, SF0371

AUTHOR: Michelle Grey (Properties and Legal Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider leasing arrangements for Theatre North Inc.

This decision requires an absolute majority of Council

RELEVANT LEGISLATION:

Local Government Act 1993

Local Government (General) Regulations 2015

PREVIOUS COUNCIL CONSIDERATION:

(Delete heading if not required)

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

Council – 25 July 2024 – Agenda Item 19.1 - Princess Theatre – Conservation Management Plan – Endorsement

Workshop - 20 March 2025 – Theatre North

RECOMMENDATION:

That Council

1. approves the lease of Albert Hall on the following basis:
 - a. property is Albert Hall
 - b. lessee is to be Theatre North Inc.
 - c. lease is to commence on 1 October 2025 or on issue of the Certificate of Practical Completion under DA0108/2022
 - d. term is to be 2 years with a 2-year option
 - e. lease amount is to be \$1 per year
 - f. lessee is to be paid three amounts, which are:
 - (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
 - (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

- (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.
- 2. accepts the surrender of the Princess Theatre lease.
- 3. forms the intention to lease the Princess Theatre and Earl Arts Centre to Theatre North Inc. on the following basis:
 - a. property is Princess Theatre and Earl Arts Centre
 - b. lessee is to be Theatre North Inc.
 - c. lease is to commence on the issue of the Certificate of Practical Completion under DA0424/2024, estimated to be 1 February 2028
 - d. term is to be 5 years with a 5-year option
 - e. lease amount is to be \$1 per year.
- 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.
- 5. notes that the payment for managing the booking system referred to at Recommendation 1(f)(i) exceeds \$250,000 and accordingly:
 - 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, and a satisfactory result would not be achieved by inviting tenders because of -
 - (i) extenuating circumstances.
- 6. requests the Chief Executive Officer to:
 - a. determine the exact dimensions of the land and all remaining lease and contractual terms and conditions; and
 - b. exercise any of the Council's rights, options or discretions necessary for the proper administration of the leases and contracts.

REPORT:

Theatre North Inc. ("Theatre North") has leased the Princess Theatre at 55-57 Brisbane Street and Earl Arts Centre at 10 Earl Street (Certificate of Title Volume 222048 Folio 1 and Volume 46819 Folio 1) since 1998. The current lease expires on 31 December 2029.

The Council is redeveloping the theatres pursuant to DA0424/2024 - Community Meeting and Entertainment - Redevelopment of the Princess Theatre and Earl Arts Centre, with work expected to commence in January 2026 and will take approximately 24 months to complete. Theatre North will need to be relocated during this time.

To ensure the Council can occupy and appropriately control the theatres for the redevelopment of the Princess Theatre and Earl Arts Centre, it is recommended that the Council accepts surrender of the current lease from Theatre North. The following arrangements provide certainty for both the Council and Theatre North for the redevelopment of the theatres.

Albert Hall

The Council is currently redeveloping Albert Hall pursuant to DA0108/2022 - "Community Museum & Entertainment and Food Services - redevelop the eastern wing of Albert Hall involving demolition, construction of a new building extension to provide upgraded facilities, interior alterations to the hall, vegetation removal and alterations to car parking and pedestrian access".

The redevelopment of Albert Hall is expected to be completed later in 2025.

Council Officers have been actively negotiating with Theatre North to move them to Albert Hall at 47 Tamar Street, Launceston (part of Certificate of Title Volume 50902 Folio 1), so that the redevelopment of the Princess Theatre and Earl Arts Centre can proceed.

An in-principle Venue Management Agreement has been reached with Theatre North to manage Albert Hall and book productions during the redevelopment of the Princess Theatre and Earl Arts Centre, which will be included in the lease. The Venue Management Agreement is consistent with the business case produced by Newton and Henry, which has been provided to Councillors on a confidential basis. This independent business case models the financial impact on Theatre North during the closure of the Princess Theatre, and Council's additional contribution is in recognition of this to ensure the ongoing financial viability of Theatre North. It is likely that given the reduced seating and stage capacity at the Albert Hall, when compared to the Princess Theatre and Earl Arts Centre, that Theatre North will be in a disadvantaged financial position without additional support from Council during the period of closure. Council is committed to ensuring Theatre North remains financially viable long-term and can seamlessly resume operations at the Princess Theatre and Earl Arts Centre, upon completion of the redevelopment, without interruption or being financially disadvantaged.

It is recommended that Theatre North be granted a lease to occupy and manage Albert Hall during the redevelopment of the Princess Theatre and Earl Arts Centre. This proposal gives continuity of work and a 'home' for Theatre North for that time.

New lease of the Princess Theatre and Earl Arts Centre

It is recommended that Theatre North be granted a new lease at the Princess Theatre and Earl Arts Centre, to enable Theatre North to plan its future productions. It is proposed that the lease would commence following the redevelopment of those facilities.

Section 178 of the *Local Government Act 1993* provides that the Council is to give public notice of its intention to lease public land. This is provided for in Recommendations 3 and 4.

The Council's intention to lease the property must be published twice in The Examiner Newspaper and copies of the notice are to be placed against the relevant property. Members of the public can object to the disposal within 21 days of the first advertisement.

If objections are received, Council must consider such objections before it can proceed with its intention. If an appeal is made to the Appeal Tribunal, the Council cannot proceed with its intention unless that appeal has been determined in the Council's favour.

If no objections are received, Council may lease the property in accordance with its published intention.

Legislative compliance - venue management and booking system at the Albert Hall

The proposed Venue Management Agreement creates contractual obligations for both parties.

Section 333A of the *Local Government Act 1993* requires a tender process for a contract for the provision of services above \$250,000, meaning a tender would normally be needed for the management of Albert Hall.

Regulation 27 of the *Local Government (General) Regulations 2015* sets out the requirement for the Council to invite tenders and factors to be considered. Relevantly, the Council is not required to offer a public tender for:

- (1) *a contract for goods or services, if the council resolves by absolute majority and states the reasons for the decision, being that a satisfactory result would not be achieved by inviting tenders because of -*
 - (i) *extenuating circumstances;*
 - (ii) *the remoteness of the locality; or*
 - (iii) *the unavailability of competitive or reliable tenderers*

Relevant extenuating circumstances include that:

- 1. The timely redevelopment of the Princess Theatre and Earl Arts Centre can only be achieved with the surrender or suspension of the current lease.
- 2. Surrender or suspension of the current lease will put Theatre North in a precarious financial position if not adequately compensated.
- 3. Theatre North is a critical cultural institution which if it fails, user groups will be without facilities, and more generally the community and the arts will be significantly affected.
- 4. Other than a refurbished Albert Hall, it would be difficult for Theatre North to secure a suitable, subsidised venue, capable of accommodating bookings during the redevelopment of the Princess Theatre and Earl Arts Centre.

The proposed lease contains two further payments that are not contracts for services and are therefore not subject to tender requirements. Those payments are:

- 1. A compensation payment of up to \$100,000 per quarter, for up to the first eight quarters, while the Princess Theatre and Earl Arts Centre is shutdown. This payment reflects Theatre North's position that Albert Hall will be a suitable venue for around half of its normal annual content. The Recommendations do not authorise the payment continuing if the 2-year option is exercised.
- 2. A cash subsidy of up to \$128,000 per year, dependent on the financial performance of the Lessee during the term of the lease. This is a payment that is brought forward from the current lease of the Princess Theatre and Earl Arts Centre, which is to be surrendered in accordance with Recommendation 2.

The Venue Management Agreement and compensation payment will not be adjusted for changes to the Consumer Price Index (CPI). The cash subsidy referred to at Recommendation 1(f)(iii) will be adjusted for CPI.

Each of the three stated payments are GST exclusive.

Lease and Licence Policy requirements

The Council's Lease and Licence Policy provides that for an entirely new tenancy, an Expressions of Interest (EOI) process is required.

The proposed lease of part of Albert Hall to Theatre North is consistent with the Council's responsibilities to Theatre North as Lessee under its current lease. If the Council does not offer Albert Hall as an alternate venue, it will significantly compromise the development of the Princess Theatre and Earl Arts Centre. In the circumstances, it is reasonable to waive the requirement for an EOI for Albert Hall.

The proposed lease of the Princess Theatre and Earl Arts Centre is more accurately described as a postponed renewal, rather than a new tenancy. Accordingly, an EOI process is not required.

RISK IMPLICATIONS:

Theatre North provides lower cost hire to community groups for cultural performances. The recommendations support the cultural landscape of Launceston, to ensure that these services can continue to be offered to community groups at affordable rates.

If a lease is not granted at Albert Hall, Theatre North's financial position will be impacted, as it will not have a venue from which it can continue to offer services and generate income. This would be expected to have significant implications for the arts and the community more generally.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Risks relevant to this item are discussed 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.
3. To ensure decisions are made on the basis of accurate and relevant information.

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

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

Focus Areas:

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

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

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

Focus Areas:

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:

Additional expenditure has been allowed for in the 2025/2026 Operational Budget for both the Management Agreement of the Albert Hall and the additional contributions based on the Newton Henry business.

A summary of the financial implications to Council;

- A payment of \$294,000 per full year to manage the venue and booking system following 1 September 2025
- A compensation payment of up to \$100,000 per quarter for the first eight quarters from the shutdown of the Princess Theatre and Earl Arts Centre in January 2026
- 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

The budget adjustment consideration of this item has been approved by the Executive Leader Delivery and Performance Network.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.9. Land dealings at 2 Invermay Road and 1 and 5 McGrath Way

FILE NO: SF6660

AUTHOR: Duncan Campbell (Team Leader Legal Services)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider land dealings at 2 Invermay Road and 1 and 5 McGrath Way, Invermay.

This decision requires an absolute majority of Council.

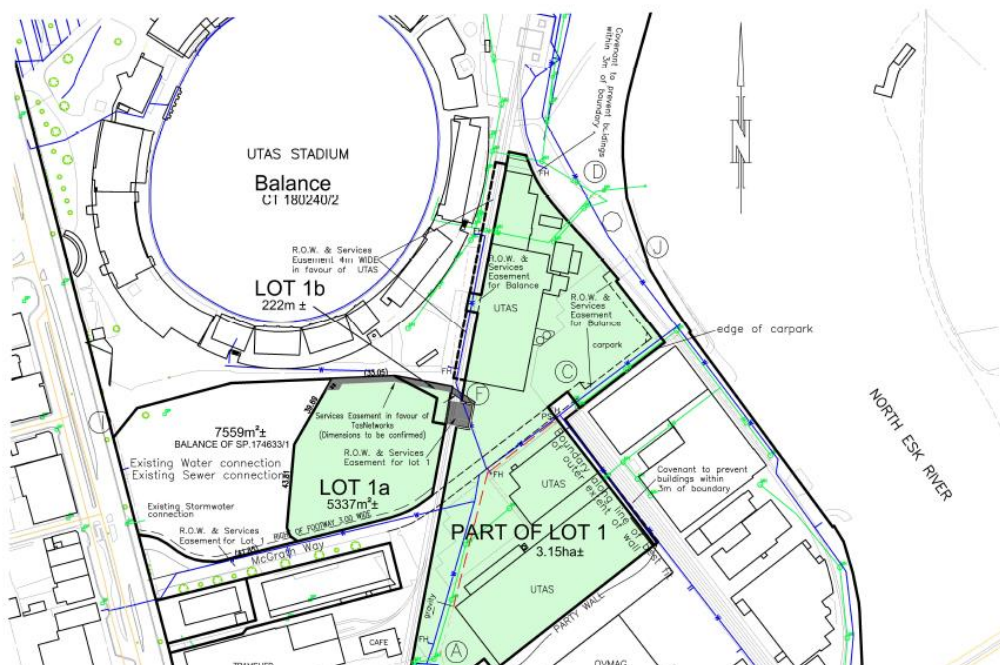
RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council

1. Pursuant to section 177 of the *Local Government Act 1993*, approves the disposal of approximately 222m² of land indicated as 'Lot 1b' in the plan below:



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.

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.
 4. Approves each of the land transfers to occur for nominal consideration.
 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.
 6. Notes the valuation advice obtained for each of the pieces of land, provided at Attachment 1, 2 and 3 respectively.
-

REPORT:

The Council is the current owner of 2 Invermay TAS 7248, which contains York Park, Invermay Park and related land and facilities.

The Council is the previous owner of the 'Old Velodrome' site at 1 McGrath Way, Invermay TAS 7248. This land was transferred to the University of Tasmania (University) in 2018 as part of a series of developments in the precinct. This land is the main subject of this item.

The land transactions discussed in this item are intended to occur concurrently with the previously approved transfer of York Park to Stadiums Tasmania. However, the scheduling of each individual transaction is still being determined.

Relevance of planning permit DA0081/2024

On 2 May 2024, the Council issued a planning permit to the University, allowing a boundary adjustment between 1 McGrath Way, 5 McGrath Way and 2 Invermay Road, Invermay TAS 7248. The permit was issued by the Council in its capacity as Planning Authority, with the reference DA0081/2024.

For DA0081/2024 to take effect, Council approval is required in its capacity as the owner of 2 Invermay Road for the pieces of land referred to at Recommendation 1 and 2.

The piece of land recommended for acquisition at Recommendation 3 forms part of the wider development of the land, and is not a requirement of DA0081/2024.

Recommendations for land transfers

Each of the proposed land dealings are discussed below.

1. Council approval is required for the disposal of approximately 222m² of its land at 2 Invermay Road, identified as 'Lot 1b' on the draft plan provided at Recommendation 1. This land is to be consolidated with the University's land at 5 McGrath Way. As part of the subdivision process, it is intended that an easement will be granted in favour of TasNetworks over part of this land.

2. Council approval is required for the disposal of the land identified as 'R.O.W and Services Easements for Lot 1' and 'Service Easement in favour of TasNetworks' on the draft plan provided at Recommendation 1. This will occur by creating easements in favour of the University as the owner of the adjacent land, and also in favour of TasNetworks as required.
3. Council approval is required for the purchase of approximately 7559m² of land at 1 McGrath, identified as 'Balance of SP.174633/1' on the draft plan at Recommendation 1. The approval is not a requirement of DA0081/2024, but is rather to give effect to the parties' previous negotiations and intent for the future use of the site and the precinct more generally.

The exact dimensions of each piece of land will be determined at the time of final survey under DA0081/2024.

Valuation

As required by section 177 of the *Local Government Act 1993* (the LGA), professional valuation advice has been obtained for land that is recommended for disposal. This advice is provided Attachment 1 and 2,

It is highlighted that the advice provided at Attachment 2 does not deal with the small area of proposed service easement land that traverses the 'Spine Walk'. The Spine Walk is the walkway that runs the length of the precinct, from Invermay Road to the Northern Inveresk Carpark.

The relevant part of the Spine Walk has an area of 11m², based on an approximate width of 5.5 metres, and the proposed easement width of 2 metres.

The value of this land to facilitate an easement is approximately \$530, based on the figures provided at Attachment 1, 2 and 3.

Professional valuation advice has also been obtained in relation to the proposed acquisition. This advice is provided at Attachment 3.

Purchase price and fees

It is recommended that each of the relevant transactions occurs for nominal consideration. This is justified in the context of the broader development of the precinct, its history, and the involvement of public authorities and institutions in those processes.

For similar reasons, it is recommended that any requirement for an application fee for the proposed transactions is waived. This occurs in accordance with section 207 of the LGA which permits Council to remit a fee otherwise payable under section 205 of the LGA.

The fee that would otherwise be payable has been assessed as \$3447.00, which is a \$3227.00 fee for a complex request for sale plus two additional easements at \$100 each.

RISK IMPLICATIONS:

The proposed land dealings form part of the wider development of the Inveresk precinct.

If the land transactions do not occur, it will compromise the continued development of the precinct and associated investment and use.

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:

Financial considerations relevant to this item are provided in the report above.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Lot 1b, 1 McGrath Way [20.9.1 - 13 pages]
2. Easement land, 2 Invermay Road [20.9.2 - 13 pages]
3. Balance land, 1 McGrath Way [20.9.3 - 10 pages]

20.10. Queen Victoria Museum and Art Gallery Funding Agreement 2024/2025

FILE NO: SF2298

AUTHOR: Nathan Williams (Executive Leader Delivery and Performance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To receive correspondence relating to a funding shortfall for the Queen Victoria Museum and Art Gallery (QVMAG) and advocate for greater funding from the Tasmanian Government for the ongoing operations of QVMAG.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

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.
2. continues to advocate for a more equitable share of funding for the QVMAG from the Tasmanian Government.

REPORT:

The QVMAG is partly funded by an annual contribution from the Tasmanian Government, with other revenues coming by way of Council fees and charges, bequests and donations.

Any deficit from QVMAG operations is carried within the consolidated operating result for the City of Launceston, with the 2023/2024 financial year operating deficit being \$6.132m and 2022/2023 financial year deficit of \$5.708m.

Funding from the Tasmanian Government under the Arts Tasmania funding program, totaled \$1.770m in 2023/2024 and for \$1.678m for 2022/2023.

City of Launceston raised an invoice for \$1,817,561 for 2024/2025 for its annual contribution from the Tasmanian Government for 2024/2025. The attached correspondence notes that the pre-CPI adjusted figure of \$1,660,660 will be paid, leaving Council with a shortfall of \$156,961.

These contributions should be compared with revenue from Government received by the Tasmanian Museum and Art Gallery (TMAG) (source: TMAG Annual Report) of \$11.2m in 2023/2024 and \$11.0m in 2022/2023.

RISK IMPLICATIONS:

The risk is largely financial, given that the shortfall will need to be accommodated within Council's overall operating budget.

There is the risk to ongoing operations and sustainability of both QVMAG sites should a more equitable funding stream not be secured.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The QVMAG holds immense importance to Launceston, serving as a cornerstone of the region's cultural, educational, and historical identity. As one of Australia's oldest regional museums, QVMAG plays a vital role in preserving and showcasing Tasmania's rich heritage, from natural sciences to visual arts and contemporary innovation. It acts as a hub for community engagement, learning, and tourism, drawing both locals and visitors into deeper appreciation of the region's unique stories. Beyond its exhibitions, QVMAG supports local artists, researchers, and educators, fostering creativity and inquiry across generations. Its contribution to Launceston's social and economic vitality is profound, reinforcing the city's reputation as a dynamic and culturally rich regional centre.

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:

3. To ensure decisions are made on the basis of accurate and relevant information.
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.

BUDGET AND FINANCIAL IMPLICATIONS:

Council has a budget shortfall to manage in 2024/2025 based on the correspondence received.

The ongoing cost to the City of Launceston for the QVMAG is outlined below, highlighting the pressure on Council's overall financial position and the clear need for greater funding from the Tasmanian Government similar to that provided to TMAG. Without an increase in external funding, Council will need to continue to either increase rates revenue or review service levels into the future for the QVMAG.

	25/26 Budget	24/25 Budget	23/24 Actual
Revenue	\$2.830m	\$2.886m	\$2.878m
Expenses	\$10.268m	\$9.632m	\$9.010m
Net Loss	\$7.438m	\$6.746m	\$6.132m
Loss in Rate % (for that year)	9.68%	8.78%	9.09%

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Letter - from Secretary Department of State Growth - Queen Victoria Museum and Art Gallery Redacted [**20.10.1** - 1 page]

21. STRATEGY AND INNOVATION

No Items have been identified as part of this Agenda

22. CHIEF EXECUTIVE OFFICER NETWORK

22.1. Status Report on Council Decisions

FILE NO: SF2346

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the Status Report on Council Decisions made up to, and as at, 22 May 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 22 May 2025.

REPORT:

It is important that Councillors and community members are informed on an ongoing basis of progress in relation to the implementation of Council decisions and addresses outstanding items.

The Status Report is a document that is used to track the progress of Council decisions, providing a history which can be used for evaluation and reviewing purposes.

The Report will continue to be refined, and items marked as completed within this report will be removed from future reports.

Meeting Date/Item	Council Decision	Owner/ Network	Status																																																															
8 May 2025																																																																		
17.1. Major Event Sponsorship Round 1 2025/2026	<div><div>That Council:</div><div>1. Approves the following major event sponsorship applications to receive the recommended sponsorship amount, from the 2025/2026 major event sponsorship budget.</div><table><tr><th>Organisation</th><th>Event</th><th>Level assessed #</th><th>Score</th><th>\$Request</th><th>\$Assess</th><th>\$Recom</th></tr><tr><td>Tas Junior Cycling Foundation</td><td>Gilmore Cycling Classic</td><td>Level 2</td><td>76%</td><td>20,000</td><td>20,000</td><td>15,000</td></tr><tr><td>Trevallyn Bowls & Community Club</td><td>City of Launceston Tasmanian International Bowls Classic</td><td>Level 2</td><td>75%</td><td>13,657</td><td>13,657</td><td>10,243</td></tr><tr><td>City of Launceston Lions Club</td><td>Lion's Club Christmas Parade</td><td>Level 1</td><td>74%</td><td>12,500</td><td>12,500</td><td>9,375</td></tr><tr><td>Rotary Club of Central Launceston</td><td>Sally's Ride*</td><td>Level 1</td><td>74%</td><td>12,500</td><td>12,500</td><td>9,375</td></tr><tr><td>Josef Chromy Wines - Endeavour Group Limited</td><td>Effervescence Tasmania 2025</td><td>Level 2</td><td>70%</td><td>20,000</td><td>20,000</td><td>15,000</td></tr><tr><td>Northern Tasmania Development Corporation Ltd</td><td>agriCULTURED*</td><td>Level 1</td><td>70%</td><td>20,000</td><td>12,500**</td><td>9,375</td></tr><tr><td>SUSTAIN: The Australian Food Network</td><td>Urban Agriculture Forum</td><td>Level 1</td><td>67%</td><td>20,000</td><td>12,500**</td><td>5,632***</td></tr><tr><td>Total</td><td></td><td></td><td></td><td>\$118,657</td><td>\$91,157</td><td>\$74,000</td></tr></table></div>	Organisation	Event	Level assessed #	Score	\$Request	\$Assess	\$Recom	Tas Junior Cycling Foundation	Gilmore Cycling Classic	Level 2	76%	20,000	20,000	15,000	Trevallyn Bowls & Community Club	City of Launceston Tasmanian International Bowls Classic	Level 2	75%	13,657	13,657	10,243	City of Launceston Lions Club	Lion's Club Christmas Parade	Level 1	74%	12,500	12,500	9,375	Rotary Club of Central Launceston	Sally's Ride*	Level 1	74%	12,500	12,500	9,375	Josef Chromy Wines - Endeavour Group Limited	Effervescence Tasmania 2025	Level 2	70%	20,000	20,000	15,000	Northern Tasmania Development Corporation Ltd	agriCULTURED*	Level 1	70%	20,000	12,500**	9,375	SUSTAIN: The Australian Food Network	Urban Agriculture Forum	Level 1	67%	20,000	12,500**	5,632***	Total				\$118,657	\$91,157	\$74,000	Executive Leader Connections and Liveability	Complete. These approved events are being managed through an established administrative process and this item is considered complete for the purposes of this report.
Organisation	Event	Level assessed #	Score	\$Request	\$Assess	\$Recom																																																												
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- # *Note - there are two levels in this category: Level 1 up to \$12,500, and Level 2 \$12,501 up to \$20,000.*
- * *Alina Bain(Chamber of Commerce) abstained from the assessment of agriCULTURED and Sally's Ride*
- ** *Application assessed at Level 1 (\$12,500) and not Level 2 (\$20,000) as the panel deemed the event to be a Level 1 event.*
- *** *Although the Urban Agriculture Forum is recommended to receive 75% of funding, there is only \$5,632 of funding remaining in the allocated budget.*

2. Determines the following major event sponsorship applications will not be funded by Council as the available funding has been fully allocated to higher scoring applications.

Organisation	Event	Level assessed #	Score	\$Request	\$Assess	\$Recom
Launceston City Cycling Club	Launceston Carnival	Level 2	67%	20,000	20,000	15,000
Mudlark Theatre Inc.	Wittenoom	Level 1	67%	12,500	12,500	9,375
East Launceston Bowling & Community Club	The Viking	Level 1	66%	12,500	12,500	9,375
Matson Hospitality Group	Jazz Under the Stars**	Level 1	66%	12,500	12,500	9,375
Van Diemen's Band	VDB Lunchbox Concerts	Level 1	65%	12,500	12,500	9,375
Total				\$70,000	\$70,000	\$52,500

- # *Note - there are two levels in this category: Level 1 up to \$12,500, and Level 2 \$12,501 up to \$20,000.*
- ** *Alina Bain (Chamber of Commerce) abstained from the assessment of Jazz Under the Stars*

17.2. Small Event Sponsorship Round 1 2025/2026	That Council:	Executive Leader Connections and Liveability	Complete. These approved events are being managed through an established administrative process and this item is considered complete for the purposes of this report.																																																																														
	1. approves the following Small Event Sponsorship applications to receive the recommended sponsorship amount, from the 2025/2026 Small Event Sponsorship budget.																																																																																
	<table><tr><th>Organisation</th><th>Event</th><th>Score</th><th>\$Request</th><th>\$Assess</th><th>\$Recom</th></tr><tr><td>Thai Association of Tasmania Inc.</td><td>Thai Food and Culture Festival 2025</td><td>83%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>St.Giles</td><td>St Giles Burn*</td><td>81%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Lilydale District Progress Association</td><td>Lilydale Christmas Carols</td><td>78%</td><td>\$3,000</td><td>\$3,000</td><td>\$2,250</td></tr><tr><td>Foxx & Hound</td><td>Garden Party</td><td>72%</td><td>\$5,000</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>The ReDress Hub</td><td>ReDressed: ReFashion Competition and Show*</td><td>71%</td><td>\$5,000</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>Launceston Festival of Dance Inc</td><td>Launceston Festival of Dance</td><td>71%</td><td>\$5,000</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>WIFT TASMANIA</td><td>WIFT Tasmania Screening</td><td>68%</td><td>\$4,661</td><td>\$4,661</td><td>\$3,496</td></tr><tr><td>The Scotsman Music - Ceilidh Connections</td><td>Tassie NYE Hogmanay Hootenanny 2025</td><td>67%</td><td>\$4,075</td><td>\$4,075</td><td>\$3,056</td></tr><tr><td>Launceston Kart Club</td><td>Archerville Classic - State Cup / Black Plate</td><td>66%</td><td>\$5,000</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>Forest Co.</td><td>Thrice Cooked Hamm</td><td>63%</td><td>\$5,000</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>St. Cecilia Productions Tasmania Inc.</td><td>St Cecilia Performance Challenge</td><td>62%</td><td>\$5,000</td><td>\$5,000</td><td>\$2,448**</td></tr><tr><td>Total</td><td></td><td></td><td>\$51,736</td><td>\$51,736</td><td>\$40,000</td></tr></table>			Organisation	Event	Score	\$Request	\$Assess	\$Recom	Thai Association of Tasmania Inc.	Thai Food and Culture Festival 2025	83%	\$5,000	\$5,000	\$5,000	St.Giles	St Giles Burn*	81%	\$5,000	\$5,000	\$5,000	Lilydale District Progress Association	Lilydale Christmas Carols	78%	\$3,000	\$3,000	\$2,250	Foxx & Hound	Garden Party	72%	\$5,000	\$5,000	\$3,750	The ReDress Hub	ReDressed: ReFashion Competition and Show*	71%	\$5,000	\$5,000	\$3,750	Launceston Festival of Dance Inc	Launceston Festival of Dance	71%	\$5,000	\$5,000	\$3,750	WIFT TASMANIA	WIFT Tasmania Screening	68%	\$4,661	\$4,661	\$3,496	The Scotsman Music - Ceilidh Connections	Tassie NYE Hogmanay Hootenanny 2025	67%	\$4,075	\$4,075	\$3,056	Launceston Kart Club	Archerville Classic - State Cup / Black Plate	66%	\$5,000	\$5,000	\$3,750	Forest Co.	Thrice Cooked Hamm	63%	\$5,000	\$5,000	\$3,750	St. Cecilia Productions Tasmania Inc.	St Cecilia Performance Challenge	62%	\$5,000	\$5,000	\$2,448**	Total			\$51,736	\$51,736	\$40,000
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St. Cecilia Productions Tasmania Inc.	St Cecilia Performance Challenge	62%	\$5,000	\$5,000	\$2,448**																																																																												
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	<p>* Alina Bain (Chamber of Commerce) abstained from the assessment of St Giles Burn and ReDressed: ReFashion Competition and Show</p> <p>** Although St Cecilia Performance Challenge was recommended to receive 75% of funding, there is only \$2448 of funding remaining in the allocated budget.</p> <p>2. notes the following Small Event Sponsorship application will not be funded by Council as all funding available has been fully allocated to the higher scoring applications.</p> <table><tr><th>Organisation</th><th>Event</th><th>Score</th><th>\$Request</th><th>\$Assess</th><th>\$Recom</th></tr><tr><td>DARE Collective</td><td>35mm: A Musical Exhibition</td><td>61%</td><td>\$5,000</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>School of the Arts</td><td>Launnies Festival of Talent</td><td>59%</td><td>\$5,000</td><td>\$5,000</td><td>\$2,500</td></tr><tr><td>St Andrews Caledonian Pipe Band Inc</td><td>Celtic Fusion</td><td>60%</td><td>\$4,825</td><td>\$4,825</td><td>\$2,413</td></tr><tr><td>Total</td><td></td><td></td><td>\$14,825</td><td>\$14,825</td><td>\$8,663</td></tr></table>	Organisation	Event	Score	\$Request	\$Assess	\$Recom	DARE Collective	35mm: A Musical Exhibition	61%	\$5,000	\$5,000	\$3,750	School of the Arts	Launnies Festival of Talent	59%	\$5,000	\$5,000	\$2,500	St Andrews Caledonian Pipe Band Inc	Celtic Fusion	60%	\$4,825	\$4,825	\$2,413	Total			\$14,825	\$14,825	\$8,663		
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Total			\$14,825	\$14,825	\$8,663																												
20.3. Delegation of Power to Acquire Land	<p>That Council:</p> <ol style="list-style-type: none">1. revokes its 14 June 2016 decision to adopt the 'Policy for Delegation of Power to Acquire Land'.2. pursuant to section 22 of the <i>Local Government Act 1993</i> (Tas):<ol style="list-style-type: none">(a) delegates to the holders of the positions in Column One of the schedule listed at Recommendation 6, the functions and powers under the sections of the <i>Local Government Act 1993</i> (Tas) specified in Column Two of that schedule, subject to any conditions listed in Column Three of that schedule; and,(b) authorises the Chief Executive Officer to delegate the functions and powers referred to at Recommendation 2(a) to other employees of the Council.	Executive Leader Delivery and Performance	Completed																														

3. authorises the Mayor to evidence the delegations made by this decision by signing an instrument of delegation referring to and detailing this decision, either exactly or in substance.
4. requires that a report is provided to Council annually detailing acquisitions and purchases made under this delegation for amounts that are more than nominal.
5. notes that the term Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas).
6. notes that the following table is the schedule referred to at Recommendation 2(a).

The Schedule

Column One	Column Two	Column Three
Position	Extent of delegation	Conditions
Chief Executive Officer	Section 176	<p>The delegation is only exercisable if the acquisition or purchase:</p> <ul style="list-style-type: none"> - is on a voluntary basis; - is in respect of one of the prescribed purposes provided for at regulation 37(b),(d),(e),(f),(g) and (h) of the Local Government (General) Regulations 2015; and, - is for a purchase price of less than \$100,000

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	
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"> (i) notes that the Panel's terms of reference call for a Councillor to chair the Panel and two additional Councillors to be appointed by Council; (ii) calls for nominations, noting that Councillor L M McMahon (as Chair) and Council A J Palmer are currently committee members and these appointments remain unchanged. (iii) appoints Councillor A G Harris as Committee member. <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"> (i) notes that the Panel's terms of reference call for a Councillor to chair the Panel and two additional Councillors to be appointed by Council; (ii) calls for nominations, noting that Councillor L M McMahon (as Chair) and Councillor A J Palmer are committee members and these appointments remain unchanged. (iii) appoints Councillor A G Harris as Committee member. <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	<p>That Council:</p> <ol style="list-style-type: none"> 1. receives the Draft Carr Villa Memorial Park Masterplan; 2. approves public consultation on the Draft Carr Villa Memorial Park Masterplan for a period of 4 weeks; and 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. 	Executive Leader Connections and Liveability	In progress
18.1. State Government Endowment Queen Victoria Museum and Art Gallery	<p>That Council:</p> <ol style="list-style-type: none"> 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 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. 	<p>Chief Executive Officer</p> <p>Director Queen Victoria Museum and Art Gallery</p>	In progress
18.2. Regional Precincts Partnership Program Submission	<p>That Council:</p> <ol style="list-style-type: none"> 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). 	Director Queen Victoria Museum and Art Gallery	In progress
20.1. Lease - First Basin Cafe	<p>That Council:</p> <ol style="list-style-type: none"> 1. pursuant to section 178 of the <i>Local Government Act 1993</i> (Tas), and by absolute majority, decides to lease part of the land situated within the Cataract Gorge Reserve (Part of Certificate of Title Volume 243968 Folio 1) known as the First Basin Cafe, as identified on the plan below: (Image removed) 2. requires that the lease is on the following basis: <ol style="list-style-type: none"> a. the lease is to commence on 1 May 2025 for a period of 5 years with a 5-year option; b. the Lessee is to be Gunn & Parkinson Pty Ltd; c. the rent is to be as advised to Councillors by an email dated 24 March 2025; d. the Lessee to be responsible for: 	Executive Leader Delivery and Performance	Completed

	<ul style="list-style-type: none"> i. energy costs; ii. volumetric and connection charges for water; iii. contents insurance; iv. building insurance; and v. other service charges if any. <p>e. the Lessee will continuously :</p> <ul style="list-style-type: none"> i. maintain building in good and reasonable order; ii. keep clear all noxious growth from premises; and iii. hold public liability insurance of at least \$20 million; <p>f. the leased area excludes that part of the premises that is currently leased to Telstra in accordance with a lease dated 23 March 2015.</p> <p>3. the Council is to be responsible for structural maintenance;</p> <p>4. requests the Chief Executive Officer to:</p> <ul style="list-style-type: none"> a. determine the exact dimensions of the land to be leased and all remaining terms and conditions; b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and <p>5. notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the <i>Local Government Act 1993</i>.</p>		
20.7. Memorandum of Understanding - Provision of Bikes to Tasmania Police	<p>That Council:</p> <ul style="list-style-type: none"> 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). 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. 	Chief Executive Officer	<p>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</p>

			<p>keen to use Launceston as a trial.</p> <p>Council is awaiting TasPol to advance – update sought on 13 May 2025.</p>
20.9. Proposed Amendment to Sealed Plan 164783, 62 Parklands Parade	<p>That Council, by absolute majority:</p> <ol style="list-style-type: none"> 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	<p>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.</p>
6 March 2025			
17.1. Approval of Grant to City Mission for Community Champions Project	<p>That Council:</p> <ol style="list-style-type: none"> 1. receives the report; and 2. approves a \$30,000 grant to City Mission to support the implementation of the <i>Community Champions Project</i>. This amount fulfills the required 10% cash contribution towards the project as stipulated by the Tasmanian Community Fund (TCF) in their grant deed with City Mission and is to be paid in three instalments of \$10,000 per year for three years. 	Executive Leader Connections and Liveability	<p>Complete. First payment made in May 2025. The remainder of the project is being managed through established processes and this item is considered complete for the purposes of this report.</p>

13 February 2025			
12.2. Mayoral Report - Western Australia Visit - December 2024	<p>That Council:</p> <ol style="list-style-type: none"> 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. 	<p>Executive Leader Connections and Liveability</p> <p>Executive Leader Delivery and Performance</p> <p>Executive Leader Community Assets and Design</p>	<p>1. In progress – referred to the Team Leader Community Development 7 April 2025. Information is being prepared by council's youth officers.</p> <p>Item 6: an enquiry has been sent to the PCH redevelopment project team seeking engagement. Awaiting response.</p>
23 January 2025			
20.4. Delegation under the Local Government (Highways) Act 1982	<p>That Council:</p> <ol style="list-style-type: none"> 1. pursuant to section 124 of the <i>Local Government (Highways) Act 1982</i> (Tas): <ol style="list-style-type: none"> a. revokes any previous delegation made by Council in respect of the <i>Local Government (Highways) Act 1982</i> (Tas). b. delegates to the holder(s) of the position(s) in Column One of the schedule listed at Recommendation 3, the powers and functions under the sections of the <i>Local Government (Highways) Act 1982</i> (Tas) specified in Column Two of that schedule, subject to restrictions (if any) referred to in Column Three of that schedule. 2. pursuant to section 23AA(2)(b) of the <i>Acts Interpretation Act 1931</i> (Tas), authorises the Mayor to evidence the delegations made by this decision, by signing an instrument of delegation referring to this decision and replicating, either exactly or in substance, the terms of the delegations effected by these Recommendations. 	<p>Executive Leader Delivery and Performance</p>	<p>Complete. This resolution was revoked by a subsequent decision of Council on 13 February 2025.</p>

	3. notes that the following table is the schedule referred to at Recommendation 1.		
20.6. Lease - Kings Meadows Community Men's Shed	<p>That Council:</p> <ol style="list-style-type: none"> 1. by absolute majority pursuant to section 179 of the Local Government Act 1993 (Tas), decides to lease part of the land situated at 1-33 Nunamina Avenue, Kings Meadows (CT 15638/1), as identified on the plan below: 2. requires the lease to be on the following basis: <ol style="list-style-type: none"> a. the lease will commence on 1st February 2025 for a period of 5 years; b. the commencing rent will be \$340.34 per annum; c. The Lessee to be responsible for: <ol style="list-style-type: none"> i. energy costs; ii. volumetric and connection charges for water; iii. contents insurance; and iv. other service charges if any. d. The Lessee will continuously maintain: <ol style="list-style-type: none"> i. building in good and reasonable order; ii. and keep clear all noxious growth from premises; iii. public liability insurance of at least \$20 million. 3. requests the Chief Executive Officer to: <ol style="list-style-type: none"> a. determine the exact dimensions of the land to be leased and all remaining terms and conditions; b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; 4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas). 	Executive Leader Delivery and Performance	Complete.
20.8. Lease - Aquatic Centre Cafe	<p>That Council:</p> <ol style="list-style-type: none"> 1. by absolute majority, pursuant to section 178 of the Local Government Act 1993 (Tas), decides to lease part of the land situated at 18 High Street, Launceston, Certificate of Title 50902/1 known as the Launceston Leisure and Aquatic Centre Cafe, as identified on the plan below: 2. requires the lease to be on the following basis: <ol style="list-style-type: none"> a. The Lessee is to be to Dolle Hospitality Services Pty Ltd. b. the commercial lease will commence on or soon as possible after on 23 January for a period of 5 years + 5-year option. 	Executive Leader Delivery and Performance	Complete.

	<ul style="list-style-type: none"> c. the commencing rent is to be the amount advised to Councilors by an email dated 20 January 2025. d. The Lessee to be responsible for: <ul style="list-style-type: none"> i. contents insurance; and ii. building insurance where applicable; and iii. other service charges if any. e. The Lessee will continuously maintain: <ul style="list-style-type: none"> i. the leased area in good and reasonable order; ii. and keep clear all noxious growth from premises; iii. public liability insurance of at least \$20 million. f. Council is to be responsible for structural maintenance of the building. <p>3. requests the Chief Executive Officer to:</p> <ul style="list-style-type: none"> a. determine the exact dimensions of the land to be leased and all remaining terms and conditions; b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; <p>4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the <i>Local Government Act 1993</i> (Tas).</p>		
21.3. Notice of Motion - Annual General Meeting - Robin Smith - Signage for Personal Mobility Devices - 3 December 2024	<p>That City of Launceston Council:</p> <ul style="list-style-type: none"> 1. review the rules and signage as they relate to the operation of PMDs (e-scooters) in the Launceston Central Business District. 	Executive Leader Delivery and Performance	Ongoing – review to be conducted.

21.5. Notice of Motion - Annual General Meeting - Robin Smith - Free Parking Promotion Advertised Available Seven Days Per Week - 3 December 2024	That City of Launceston: 1. establish a consistent approach to it's promotion of offering free parking 3.30pm-5.30pm	Executive Leader Delivery and Performance	Ongoing – review to be conducted.
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	Item 1 – Complete. Item 2 – First stage complete. Second stage timing to be confirmed. Item 3a – Complete. Item 3b – to be confirmed.

<p>20.9. Intention to Lease Four Hospitality Venues at the Launceston Leisure and Aquatic Centre, Gorge Reserve, and Albert Hall</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. pursuant to section 178 of the Local Government Act 1993: <ol style="list-style-type: none"> a) forms the intention to lease the property currently known as the Aquatic Cafe, located within the Launceston Leisure and Aquatic Centre, Certificate Title 246404/1, as identified in blue on the plan below, for a period of up to ten years; b) forms the intention to lease approximately 108m2 of space within the extension to the Albert Hall, which is currently under construction, Certificate of Tittle 50902/1, as identified on the plan below, for a period of up to ten years; c) forms the intention to lease the property currently known as the Gorge Restaurant, located within the Cataract Gorge Reserve, Certificate Title 235401/1, as identified in blue on the plan below, for a period of up to ten years; d) forms the intention to lease the property currently known as the First Basin Cafe, located within the Cataract Gorge Reserve, Certificate Title 243968/1, as identified on the plan below, for a period of up to ten years; 2. requires that formal notice is given of the intention to lease each of the four properties, as required by section 178(4) of the Local Government Act 1993 (Tas); 3. notes that, following the statutory objection period and completion of expression of interest processes, the selection of the lessee for each of the properties listed above will be made at a future Council meeting, along with the terms upon which each lease will be offered. 	<p>Executive Leader Connections and Liveability</p>	<p>Completed</p>
<p>21.1. Proposal to Establish a Public Register of Interests</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Indicates its support for the development of a policy, which may be similar to the proposed policy outline document which is attachment 1 (ECM Doc Set ID 5162592) to this report, requiring: <ol style="list-style-type: none"> 1.1 the Chief Executive Officer to maintain a publicly available register containing details of certain interests of Councillors; and 1.2 Councillors to proactively disclose outside interests to the Chief Executive Officer for the purpose of inclusion in that register; 2. Instructs the Chief Executive Officer to: 	<p>Executive Leader Delivery and Performance</p>	<p>Ongoing and forms part of the overall policy review currently being developed for the organisation.</p>

	<div>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;</div> <div>2.2 bring to a future meeting of the Council, after those workshop/s, a proposed policy which the Council may adopt.</div>																																																				
31 October 2024																																																					
17.1. Community Grants Round 1 2024-2025	<div>That Council:</div> <div>1. Approves the following Community Grant Program applications to receive the recommended grant amounts:</div> <table><tr><th>Organisation</th><th>Project/Activity</th><th>Score</th><th>\$Request</th><th>\$Recom</th></tr><tr><td>Cancer Council Tasmania</td><td>Improving Access and Awareness of Cancer Wellbeing Services*</td><td>87%</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Rotary Club of Tamar Sunrise</td><td>Books for Kinder</td><td>84%</td><td>\$1,400</td><td>\$1,400</td></tr><tr><td>Starting Point Neighbourhood House</td><td>Ravenswood Connect Program**</td><td>81%</td><td>\$4,970</td><td>\$4,970</td></tr><tr><td>Mainly Music</td><td>Launceston Salvation Army Mainly Music</td><td>81%</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Cancer Patients Foundation</td><td>Look Good Feel Better</td><td>80%</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>Care Flight Limited</td><td>Increasing the Trauma Care Skills of Launceston's First Responders</td><td>76%</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>LGH Historical, Visual and Performing Arts Committee</td><td>LGH Music Program</td><td>75%</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>STOMPIN</td><td>Primary STOMPIN Courageous Creatures</td><td>74%</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>COTA Tasmania</td><td>Live Well Live Long Launceston</td><td>73%</td><td>\$3,200</td><td>\$2,400</td></tr></table>	Organisation	Project/Activity	Score	\$Request	\$Recom	Cancer Council Tasmania	Improving Access and Awareness of Cancer Wellbeing Services*	87%	\$5,000	\$5,000	Rotary Club of Tamar Sunrise	Books for Kinder	84%	\$1,400	\$1,400	Starting Point Neighbourhood House	Ravenswood Connect Program**	81%	\$4,970	\$4,970	Mainly Music	Launceston Salvation Army Mainly Music	81%	\$5,000	\$5,000	Cancer Patients Foundation	Look Good Feel Better	80%	\$5,000	\$3,750	Care Flight Limited	Increasing the Trauma Care Skills of Launceston's First Responders	76%	\$5,000	\$3,750	LGH Historical, Visual and Performing Arts Committee	LGH Music Program	75%	\$5,000	\$3,750	STOMPIN	Primary STOMPIN Courageous Creatures	74%	\$5,000	\$3,750	COTA Tasmania	Live Well Live Long Launceston	73%	\$3,200	\$2,400	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																																																	
Cancer Council Tasmania	Improving Access and Awareness of Cancer Wellbeing Services*	87%	\$5,000	\$5,000																																																	
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Town Team Movement	Loveable Launnie	58%	\$4200	0																																												
Total			\$9,146	\$0																																												
19.2. Flood Mitigation Strategy - Scoping Study	<p>That Council:</p> <ol style="list-style-type: none">1. endorses the Flood Mitigation Strategy - Scoping Strategy (ECM Doc Set ID 5145101); and2. Includes the required additional resourcing in the draft 2025/26 financial year budget.	Executive Leader Community Assets and Design	<p>Recruitment pending final ELT approval and will then be advertised.</p> <p>A Disaster Ready Fund application for Round 3 was submitted during April in an attempt to obtain a contribution from the federal government for the project.</p>																																													

<p>19.3. Queen Victoria Jubilee Drinking Fountain Restoration Project - Non Application of Public Tender Process</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. notes the Conservation Report for the Children’s Jubilee Drinking Fountain (ECM Doc Set ID 5138081), included as attachment 1 to this report; 2. pursuant to regulation 27(i)(iii) of the Local Government (General) Regulations 2015, resolves by absolute majority that: <ol style="list-style-type: none"> a. it is highly desirable that restoration of the Queen Victoria Jubilee Drinking Fountain takes place within Tasmania to avoid the expense and risk associated with custom crating and shipping of component parts to a location outside Tasmania b. City of Launceston has an interest in ensuring local contractors are supported to develop and use the specialised skills required for cast iron repair c. Glasgow Engineering has incurred costs of \$99,193.64 to date, to progress restoration of the Queen Victoria Jubilee Drinking Fountain to a point where the balance of work required to complete the restoration can be communicated to the Council d. The nature of the work still to be done on the Queen Victoria Jubilee Drinking Fountain is such that a final cost cannot be estimated, and it seems possible that the total cost of the project will approximate our tender threshold of \$250,000 e. with reference to the reasons listed at 2a-d above, a satisfactory result will not be achieved by inviting tenders for the restoration of the Queen Victoria Jubilee Drinking Fountain because of extenuating circumstances and the unavailability of competitive or reliable tenderers 3. authorises the Chief Executive Officer to engage Glasgow Engineering to complete the restoration of the Queen Victoria Jubilee Drinking Fountain, with a final report on outcomes including cost to be prepared for the Council on completion of the works. 	<p>Executive Leader Connections and Liveability</p>	<p>Restoration work is continuing. Advice at this stage is that restoration will be completed by end of June 2025.</p>
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5 September 2024																											
17.2. Special Event Sponsorship 2024/2025	<p>That Council approves the following Special Event to receive the recommended sponsorship amount from the 2024/2025 Special Event Sponsorship Budget.</p> <table><tr><td>Organisation</td><td>Event</td><td>Score</td><td>\$Request</td><td>\$Assess</td><td>\$Recom</td></tr><tr><td>Touch Football Australia</td><td>Cold Climate Classic</td><td>78%</td><td>\$20,000</td><td>\$20,000</td><td>\$15,000</td></tr></table> <p><i>* Mayor Garwood abstained from the assessment of this event.</i></p>	Organisation	Event	Score	\$Request	\$Assess	\$Recom	Touch Football Australia	Cold Climate Classic	78%	\$20,000	\$20,000	\$15,000	Executive Leader Connections and Liveability	Complete.												
Organisation	Event	Score	\$Request	\$Assess	\$Recom																						
Touch Football Australia	Cold Climate Classic	78%	\$20,000	\$20,000	\$15,000																						
17.3. Major Event Sponsorship Round 2 2024/2025	<p>That Council:</p> <p>1. Approves the following major event sponsorship applications to receive the recommended sponsorship amount, from the 2024/2025 major event sponsorship budget.</p> <table><tr><td>Organisation</td><td>Event</td><td>Score*</td><td>\$Request</td><td>\$Assess</td><td>\$Recom</td></tr><tr><td>Tennis Australia (Tennis Tasmania)</td><td>Launceston International Tennis - (Level 2)</td><td>78%</td><td>\$20,000</td><td>\$20,000</td><td>\$15,000</td></tr><tr><td>Jacqueline Anifandis</td><td>Launceston Ukulele Jamboree (Level 1)</td><td>78%</td><td>\$12,500</td><td>\$12,500</td><td>\$9,375</td></tr><tr><td>Tennis Australia (Tennis Tasmania)</td><td>Launceston Junior ITF - Tennis (Level 2)**</td><td>78%</td><td>\$20,000</td><td>\$20,000</td><td>\$15,000</td></tr></table>	Organisation	Event	Score*	\$Request	\$Assess	\$Recom	Tennis Australia (Tennis Tasmania)	Launceston International Tennis - (Level 2)	78%	\$20,000	\$20,000	\$15,000	Jacqueline Anifandis	Launceston Ukulele Jamboree (Level 1)	78%	\$12,500	\$12,500	\$9,375	Tennis Australia (Tennis Tasmania)	Launceston Junior ITF - Tennis (Level 2)**	78%	\$20,000	\$20,000	\$15,000	Executive Leader Connections and Liveability	Complete. These approved events are being managed through an established administrative process and this item is considered complete for the purposes of this report.
Organisation	Event	Score*	\$Request	\$Assess	\$Recom																						
Tennis Australia (Tennis Tasmania)	Launceston International Tennis - (Level 2)	78%	\$20,000	\$20,000	\$15,000																						
Jacqueline Anifandis	Launceston Ukulele Jamboree (Level 1)	78%	\$12,500	\$12,500	\$9,375																						
Tennis Australia (Tennis Tasmania)	Launceston Junior ITF - Tennis (Level 2)**	78%	\$20,000	\$20,000	\$15,000																						

	Tasmanian Turf Club Inc.	Ladbrokes Launceston Cup (Level 2)	76%	\$20,000	\$20,000	\$15,000			
	Launceston Competitions Association	Launceston Competitions (Level 1)**	75%	\$10,000	\$10,000	\$7,500			
	Golf Australia	2025 Men's & Women's Tasmanian Open & Inclusive Championships (Level 2)	73%	\$20,000	\$20,000	\$15,000			
	IO Performance	Launceston Summer Series (Level 1)	72%	\$10,000	\$10,000	\$7,500			
	Fungi the Festival	Fungi the Festival (Level 2)	71%	\$17,000	\$17,000	\$12,750			
	Social Social Pty Ltd	Alleyways - (Level 2)**	70%	\$20,000	\$20,000	\$15,000			
	Multicultural Council of Tasmania	Celebrating Harmony (Level 1)	68%	\$7,830	\$7,830	\$5,873			
	Assembly 197	BEACON (Level 1)	66%	\$12,500	\$12,500	\$9,375			
	TOTAL			\$169,830		\$127,373			

	<p><i>Note - there are two levels in this category.</i> <i>Level 1 events receive funding between \$5,001 - \$12,500.</i> <i>Level 2 events receive funding between \$12,500 - \$20,000.</i> <i>*Some scores have been rounded</i> <i>** Mayor Garwood abstained from the assessment of the Launceston Junior ITF, the Launceston Competitions and Alleyways.</i></p>																																																		
17.4. Small Event Sponsorship Round 2 2024/2025	<p>That Council:</p> <p>1. Approves the following small event sponsorship applications to receive the recommended sponsorship amount from the 2024/2025 small event sponsorship budget.</p> <table><tr><th>Organisation</th><th>Event</th><th>Score*</th><th>\$Request</th><th>\$Assess</th><th>\$Recommend</th></tr><tr><td>Lilydale District Progress Association</td><td>Lilydale Winter Solstice Lantern Walk</td><td>89%</td><td>\$2,000</td><td>\$2,000</td><td>\$2,000</td></tr><tr><td>**Social Social Pty Ltd</td><td>World Street Eats</td><td>88%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Tasmanian Brick Enthusiasts Inc.</td><td>Brixhibition Launceston 2025</td><td>86%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Social Social Pty Ltd</td><td>Friday Night Eats</td><td>85%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Launceston Lions Sport Club Incorporated.</td><td>Sri Lankan New Year Festival 2025</td><td>83%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>**Cancer Council Tasmania</td><td>Relay for Life Launceston</td><td>81%</td><td>\$5,000</td><td>\$5,000</td><td>\$5,000</td></tr><tr><td>Northern Tasmanian Croquet Centre Inc.</td><td>Northern Tasmanian Croquet</td><td>77%</td><td>\$1,000</td><td>\$1,000</td><td>\$750</td></tr></table>	Organisation	Event	Score*	\$Request	\$Assess	\$Recommend	Lilydale District Progress Association	Lilydale Winter Solstice Lantern Walk	89%	\$2,000	\$2,000	\$2,000	**Social Social Pty Ltd	World Street Eats	88%	\$5,000	\$5,000	\$5,000	Tasmanian Brick Enthusiasts Inc.	Brixhibition Launceston 2025	86%	\$5,000	\$5,000	\$5,000	Social Social Pty Ltd	Friday Night Eats	85%	\$5,000	\$5,000	\$5,000	Launceston Lions Sport Club Incorporated.	Sri Lankan New Year Festival 2025	83%	\$5,000	\$5,000	\$5,000	**Cancer Council Tasmania	Relay for Life Launceston	81%	\$5,000	\$5,000	\$5,000	Northern Tasmanian Croquet Centre Inc.	Northern Tasmanian Croquet	77%	\$1,000	\$1,000	\$750	Executive Leader Connections and Liveability	Complete. These approved events are being managed through an established administrative process and this item is considered complete for the purposes of this report.
Organisation	Event	Score*	\$Request	\$Assess	\$Recommend																																														
Lilydale District Progress Association	Lilydale Winter Solstice Lantern Walk	89%	\$2,000	\$2,000	\$2,000																																														
**Social Social Pty Ltd	World Street Eats	88%	\$5,000	\$5,000	\$5,000																																														
Tasmanian Brick Enthusiasts Inc.	Brixhibition Launceston 2025	86%	\$5,000	\$5,000	\$5,000																																														
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**Cancer Council Tasmania	Relay for Life Launceston	81%	\$5,000	\$5,000	\$5,000																																														
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	<table><tr><td></td><td>Easter Tournament</td><td></td><td></td><td></td><td></td></tr><tr><td>RSPCA Tasmania</td><td>Million Paws Walk</td><td>77%</td><td>\$5,000</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>Community of St Patricks River District (Tas) Inc.</td><td>St Patricks River District Day</td><td>75%</td><td>\$5,000</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>Croquet Tasmania</td><td>2025 Golf Croquet World Team Championship</td><td>72%</td><td>\$4,000</td><td>\$4,000</td><td>\$3,000</td></tr><tr><td>Dobson Guitar Services</td><td>Riverbend Blues 2025</td><td>66%</td><td>\$5,000</td><td>\$5,000</td><td>\$3,750</td></tr><tr><td>Total</td><td></td><td></td><td>\$47,000</td><td>\$47,000</td><td>\$42,000</td></tr></table> <p><i>*Some scores have been rounded</i> <i>**Mayor Garwood abstained from the assessment of Relay for Life and World Street Eats.</i></p>		Easter Tournament					RSPCA Tasmania	Million Paws Walk	77%	\$5,000	\$5,000	\$3,750	Community of St Patricks River District (Tas) Inc.	St Patricks River District Day	75%	\$5,000	\$5,000	\$3,750	Croquet Tasmania	2025 Golf Croquet World Team Championship	72%	\$4,000	\$4,000	\$3,000	Dobson Guitar Services	Riverbend Blues 2025	66%	\$5,000	\$5,000	\$3,750	Total			\$47,000	\$47,000	\$42,000		
	Easter Tournament																																						
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Community of St Patricks River District (Tas) Inc.	St Patricks River District Day	75%	\$5,000	\$5,000	\$3,750																																		
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Dobson Guitar Services	Riverbend Blues 2025	66%	\$5,000	\$5,000	\$3,750																																		
Total			\$47,000	\$47,000	\$42,000																																		
19.1. Princess Theatre and Earl Arts Centre	<p>That Council:</p> <ol style="list-style-type: none">Approves the refurbishment of the Princess Theatre and Earl Art Centre for an estimated present value construction cost of up to \$30m to be undertaken from January 2026 for a period of approximately 18-24 months.Advocate for Federal and State Government funding to support Council’s contribution.Include the projected value of the works in the Long-term Financial Plan.Request the Chief Executive Officer to prepare a detailed project management plan for presentation to Council by December 2024. The plan is to include as a minimum:<ol style="list-style-type: none">Detailed scope of worksProgram schedulingFinancing and procurement strategyStakeholder management planRisk management plan	<p>Executive Leader Community Assets and Design</p> <p>Executive Leader Delivery and Performance</p>	<p>Items 1,2, 3, and 4 complete.</p> <p>Item 5 ongoing, will be brought to the next Council meeting.</p>																																				

	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.												
27 June 2024													
13.1 New Year's Eve Event Sponsorship 2024 - 2026	<p>That Council:</p> <p>3. pursuant to the Events Sponsorship Policy 05-PI-012 -</p> <p>a. notes that the Launceston BeerFest New Year's Eve event has been identified as a Major Signature Event; and</p> <p>b. approves the application by BeerFest No 1 Pty Ltd to receive sponsorship recommended below for the Launceston BeerFest New Year's Eve event:</p> <table><tr><th>Financial year</th><th>Recommended sponsorship</th></tr><tr><td>2024/2025</td><td>\$46,000</td></tr><tr><td>2025/2026</td><td>\$46,000</td></tr><tr><td>2026/2027</td><td>\$46,000</td></tr><tr><td>Total</td><td>\$138,000</td></tr></table> <p>2. notes that the amounts listed at Recommendation 1 will be included in budget estimates for 2024/2025, 2025/2026 and 2026/2027 which are yet to be adopted by the Council.</p>	Financial year	Recommended sponsorship	2024/2025	\$46,000	2025/2026	\$46,000	2026/2027	\$46,000	Total	\$138,000	Executive Leader Connections and Liveability	Complete. This approved event is being managed through an established administrative process and this item is considered complete for the purposes of this report.
Financial year	Recommended sponsorship												
2024/2025	\$46,000												
2025/2026	\$46,000												
2026/2027	\$46,000												
Total	\$138,000												
2 May 2024													
14.1. Cataract Gorge Chairlift Renewal Request	<p>That Council:</p> <p>1. Provides in principle support for the renewal of the Gorge Chairlift and welcomes the proponents to work with the Council to obtain:</p> <p>a. Disposal of an interest in land under section 178 of the <i>Local Government Act 1993</i>.</p> <p>b. A new licence or easement for operation of the site.</p> <p>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.</p>	Executive Leader Delivery and Performance	In progress – discussions are ongoing with proponent.										

	2. Notes the land owner consent, disposal of an interest in land and licence all require separate decisions of Council.		
4 April 2024			
15.2. Next steps in expression of interest process - 56 Frederick Street, Launceston	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorses the proposal submitted by the Launceston History Centre Inc. as its preferred proposal for the future use of 56 Frederick Street, Launceston; 2. Authorises the Chief Executive Officer to work with the Launceston History Centre Inc. to progress a lease in alignment with the Council's Lease and Licence Policy 19-Plx-002 for managing the ongoing use of 56 Frederick Street, Launceston; and 3. Notes that the Council will be asked to formally consider granting the lease with appropriate terms at a future meeting of the Council. 	Executive Leader Delivery and Performance	Complete.
21 March 2024			
15.1. Transfer of York Park to Stadiums Tasmania	<p>That Council:</p> <ol style="list-style-type: none"> 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. 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. 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) 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 	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).

	<p>to subdivide the relevant land; and, c) the exact dimensions of the land have been confirmed by way of final survey.</p> <ol style="list-style-type: none"> 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. 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. 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. 		
5 October 2023			
18.1. 126-128 Russells Plains Road, Rocherlea	<p>MOTION 1 That Council:</p> <ol style="list-style-type: none"> 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 given the extensive theft and damage that has occurred to the dwelling on the site, that it be demolished. <p>MOTION 2 That Council:</p> <ol style="list-style-type: none"> 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 in the event that it is determined that the site is not required for a future landfill, undertake a land use study to investigate options for its potential development. 	<p>Executive Leader Delivery and Performance</p> <p>Chief Executive Officer</p>	<p>This issue is currently with planning, making assessments on future uses to inform Council further at a future workshop.</p>

RISK IMPLICATIONS:

Tracking Council decisions will also identify potential risks ensuring strategies can be put in place to manage them.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

This has already been considered when the individual items were presented to Council.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

22.2. Status Report on Notices of Motions

FILE NO: SF5547

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the updated Status Report – Notices of Motions.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2015

RECOMMENDATION:

That Council:

1. receives the Status Report of Notices of Motions as at 22 May 2025.

REPORT:

In accordance with s16 (5) of the *Local Government (Meeting Procedures) Regulations 2015*, a Councillor may give to the Chief Executive Officer a written notice of motion, (at least 7 days before a meeting), together with supporting information and reasons, to be included on the agenda of that meeting.

To ensure decisions are made in a transparent and accountable way, updates regarding the Status Report - Notice of Motions will be reported to each Council meeting.

Items marked as 'completed' will be removed from the list following the meeting at which this is reported.

Notices of Motions Status Report

Date	Project/Initiative Notice of Motion	Owner	Progress
11 February 2021 Councillor A E Dawkins	Traffic Calming on Gorge and Trevallyn Roads <i>That Council investigates and implements traffic calming measures, including speed reduction, physical barriers to speeding like speed humps and roundabouts, as well as safe pedestrian crossings on Trevallyn and Gorge Roads.</i>	Chief Executive Officer Executive Leader Community Assets and Design	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 the last month and are actively recruiting. In the meantime, there are insufficient resources to undertake this work.
10 March 2022 Councillor D C Gibson	Windermere/Swan Bay Roads <i>That Council acknowledges the concerns of the residents and requests the Chief Executive Officer to investigate the issues raised and provide a detailed report to Council for consideration in April 2022.</i>	Chief Executive Officer Executive Leader Community Assets and Design	An investigation report was presented at Council Workshop on 14 April 2022 and the Council Meeting on 5 May 2022, where thirteen (13) recommendations were endorsed. Nine (9) of these are complete. Resourcing for the remaining recommendations will be considered during 2025. The Transport Team currently have two vacancies that occurred in the last month and are actively recruiting. In the meantime, there are insufficient resources to undertake this work.
11 August 2022 Councillor T G Walker	Suburban Business District Green Spaces <i>In support of, and complimentary to, the City of Launceston's recent Memorandum of Understanding with the Launceston Chamber of Commerce regarding the urban greening of the City, that the Council agrees to pursue the following initiatives:</i> 1. <i>provides its in-principle support for the provision of additional green spaces adjacent to and/or</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>within suburban business districts such as (but not limited to) Kings Meadows, Mowbray, St Leonards and Newstead; and</i></p> <ol style="list-style-type: none"><i>2. requests the Chief Executive Officer to ensure that current review process for the Greater Launceston Plan includes a framework to promote the opportunity and identify suitable spaces for this provision, either currently held land, or prospective sites that may be available for this purpose; and</i><i>3. following the review of the GLP, that the Council develop an implementation plan which identifies and provides the necessary actions and resourcing to deliver the green spaces. The implementation plan would need to include a 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><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>		
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<p>15 December 2022 Councillors D H McKenzie and A E Dawkins</p>	<p>Clean Air Strategy <i>That Council agrees that Launceston City Council develop a Clean Air Strategy, which should not be limited to but will include:</i></p> <ol style="list-style-type: none"> <i>1. review of current State and Federal Government legislation to determine its effectiveness in supporting a clean air strategy and where there are improvements required develop a plan to lobby for change;</i> <i>2. review of the effectiveness of past Council programs to improve air quality outcomes, such as the Wood Heater buy-back program;</i> <i>3. compilation of baseline data to provide a base to measure improvements;</i> <i>4. engagement of Northern Councils to achieve shared actions where possible;</i> <i>5. education of industry and the broader community on better environmental practices;</i> <i>6. investigation of more effective enforcement processes; and</i> <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> 	<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"> • Recruitment of Environmental Health Officer: End June 2025 • Review and finalisation of project plan and stakeholder engagement plan: August 2025 • Review of data and precedent studies: December 2025 • Gap analysis: March 2025 • Stakeholder engagement: June 2026 • Data collation: December 2026 • Draft strategy and action plan: February 2027 • Stakeholder review draft strategy and action plan (incl. Councillor workshops prior to going out to broader stakeholder group): June 2027 • Finalise strategy and action plan (incl. Councillor meeting to endorse): December 2027.
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<p>29 June 2023 Councillor L M McMahon</p>	<p>Reinstatement of the State Government's Financial Contribution to the Active Launceston Program <i>That Council requests the Chief Executive Officer write to the Premier and request the reinstatement of the State Government's financial contribution to the Active Launceston program.</i></p>	<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>21 September 2023 Councillor A E Dawkins</p>	<p>Establishing a Leadership Role for the City of Launceston in the Prevention of Child Sexual Abuse <i>To show local community leadership and responsiveness to the revelations of widespread historic and contemporary child sexual abuse in</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 was reported to the Council on 27 March 2025 as summarised below:</p> <ol style="list-style-type: none"> 1. The consultation, design and delivery of a public art installation will rely on the adoption of Council's Child Safe Policy to ensure the processes and outcomes of the

	<p><i>Launceston, as evidenced in the recent Commission of Inquiry* hearings, it is moved that Council:</i></p> <ol style="list-style-type: none"> 1. <i>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> 2. <i>engages with the organisers of the National Child Sexual Abuse Survivors Day to support community events planned for the Launceston municipality.</i> 3. <i>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> 4. <i>requests the Council's Officers report to a future Council Meeting on:</i> <ol style="list-style-type: none"> a) <i>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> b) <i>progress against compliance with the National Principles for</i> 		<p>project meet best practice in relation to the safety of participants; understanding and delivering on the requirements of the victim /survivor community; the long-term sustainability of the artwork. Officers plan to undertake this project following the delivery of the Child and Youth Safe Policy. This has been incorporated into the Public Art workplan for 2026-27</p> <ol style="list-style-type: none"> 2. Council provided significant support to the 2024 National Survivors Day, using the event to sign the Statement of Commitment to the Safety of Children and Young People. Officers plan to engage early with National Survivors' Day organisers to ensure similar support and organisational commitment is demonstrated at the 2025 event in November. 3. Review of the Event Sponsorship Policy and the Community Grant Guidelines will be undertaken following adoption of the new events strategy to include child safety requirements to ensure compliance with the CYSOF. The recently released Art and Culture grants featured criteria requiring a demonstrated adherence to Child and Youth Safe Standards alongside a demonstrated adherence to best practice as stated by peak-body guidelines for individual artforms. 4. a) There is scope to consider site visits in the development of the policy, however, site visits may be beneficial when undertaking the first review of the policy (under development). This would occur within 12 months of policy adoption in parallel with review timelines <p>b) Progress against the framework is progressing well. In addition to what was reported in March, over the last fortnight education materials have been placed prominently at the Launceston Aquatic Centre. These include:</p> <ul style="list-style-type: none"> • the statement of commitment is now prominently displayed around the centre.
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	<p><i>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>		<ul style="list-style-type: none"> • Tell Someone campaign posters and banners have been placed at the centre. These messages will also be on the screen at the centre. • The child rights posters have been placed in cubicles and other locations around the centre.
<p>7 March 2024 Councillor A J Britton</p>	<p><i>That Council:</i></p> <p><i>1. Acknowledges the urgent need for a comprehensive flood mitigation strategy that recognises the existential risks associated with major floods and addresses current and future vulnerabilities and risks associated with flooding in our City.</i></p> <p><i>2. Directs the Chief Executive Officer to develop a scope and detailed project</i></p>	<p>Executive Leader Community Assets and Design</p>	<p>A Flood Mitigation Strategy - Scoping Study was presented and endorsed at Council 31 October 2024.</p> <p>Recruitment is in the final stages of the internal process with ELT approvals pending.</p> <p>An application was submitted in early April for Round 3 of the Disaster Ready Fund in an endeavor to obtain federal funds to support the project.</p>

	<p><i>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></p> <p><i>3. The Report is to identify and evaluate these flood mitigation measures, including large scale infrastructure projects (e.g., levees, barrages, drainage improvements), natural solutions (e.g., wetland restoration, riparian buffers), and policy measures (e.g., zoning changes, building codes).</i></p> <p><i>4. The project is to be considered as part of annual plan and budget discussions.</i></p> <p><i>5. a. The Chief Executive Officer is to pursue external funding opportunities, including state and federal grants, to support the implementation of the flood mitigation strategy.</i></p> <p><i>b. Prepare a briefing statement on flood risk – Immediately a briefing paper prepared is sent to all major parties prior to the coming state election asking for their support in the creation of this strategy</i></p> <p><i>6. The council will engage with community stakeholders, including residents, business owners, environmental groups, and indigenous</i></p>		
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	<i>communities, to gather input and ensure a collaborative approach.</i>		
16 May 2024 Councillor A J Palmer	Family Violence <i>That Council:</i> <ol style="list-style-type: none"> <i>1. acknowledges that family and domestic violence has never, and will never be tolerated in our community; and</i> <i>2. recognises the strategies and programs Council has in place to support victims of domestic and family violence; and</i> <i>3. implement a respectful relationships program, for all Staff and Councillors (presently employed), to commence within the 2024/2025 financial year and that it is included as part of the on boarding and induction for new staff and future Councillors, starting July 1 2024.</i> 	Executive Leader Delivery and Performance	<p>1. The City of Launceston acknowledges that family and domestic violence have no place in our community or workplace.</p> <p>2. Community Development works in this space by supporting 16 Days of Activism and other initiatives as they arise. Council's Enterprise Agreement specifically references victims of family violence (section 6.17) and seeks to support impacted employees by way of leave provisions, financial support, access to the Employee Assistance Program, changes to working patterns and contact details.</p> <p>3. Further work is required as to the appropriateness of the respectful relationships program, specifically whether it is trauma informed, and whether there might be more appropriate ways to raise awareness with staff and Councillors. There are survivors of family and domestic violence at council and care needs to be taken not to trigger or retraumatise those who are victim survivors of family and domestic violence.</p> <p>The Human Resources Team have reviewed the Family Violence Loan procedure and is finalising an updated document. The Organisational Development Team are researching training options.</p> <p>This Notice of Motion is listed in both the Organisational Development and People and Culture Team Plans as a priority.</p>
13 June 2024 Councillor A E Dawkins	Establishing an Inclusion Action Plan and Community Consultation <i>That Launceston City convene a round table of LGBTIQ+ residents and their allies to discuss and recommend further action by the City to foster LGBTIQ+</i>	Executive Leader Connections and Liveability	<p>Executive Leader Connections and Liveability has met with LGBTIQ+ advocates on 15 May 2025. From this an engagement plan will be developed.</p> <p>A survey developed of LGBTIQ+ people and allies will be launched at a LGA Pride and Progress Forum on 5th June. The results of this survey will be developed into an Action Plan.</p>

	<i>equity and inclusion with the goal of developing an Inclusion Action Plan</i>		
22 August 2024 Mayor Councillor M K Garwood	Increase Housing Diversity in the Municipality <i>That Council explores an opportunity to increase housing diversity in the municipality by:</i> <ul style="list-style-type: none"> • <i>Investigating the use of a CBD or inner-city landholding for the development of community housing as well as retaining public car parking facilities;</i> • <i>Engage a Registered Community Housing Provider (CHP) or a private developer with demonstrable experience partnering with the community housing sector, following due process, to devise plans for the identified site that result in affordable housing at a high-density in line with desirable heights for the CBD; and</i> • <i>Support the proponent to apply for funding in a future round of the Federal Government's Housing Australia Future Fund to develop the site for affordable housing</i> 	Executive Leader Strategy and Innovation	<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>
19 September 2024 Mayor Councillor M K Garwood	CCTV (Closed Circuit Television) System Within Launceston Central Business <i>That Council:</i> <ol style="list-style-type: none"> 1. <i>Undertakes a review of the current CCTV (Closed Circuit Television)</i> 	Executive Leader Community Assets and Design	RFQs received are under assessment.

	<p>system within the Launceston Central Business District, to provide options for system improvement, and a focus on community safety; and</p> <p>2. A report be presented to Council summarising the review, including any future options for system improvement and investment.</p>		
<p>12 December 2024 Councillor A G Harris</p>	<p>City of Launceston to Establish a Memorandum of Understanding with Dorset Council to Facilitate the Development of Stage 3 of the North East Rail Trail <i>That Council:</i></p> <ol style="list-style-type: none"> 1. Provides in-principle support of the North East Rail Trail Stage 3 – Lilydale Falls to Scottsdale in concept only; 2. approves providing Dorset Council a letter of support outlining Council's in-principle support for the project; and 3. be provided with a project report to better understand implications to Council, such as costs, ownership and technical challenges. 	<p>Executive Leader Connections and Liveability</p>	<p>A letter of in-principle support of the North East Rail Trail Stage 3 – Lilydale Falls to Scottsdale in concept only; has been provided to Dorset Council. The letter included a request to provide a report that provides further information including potential implications of the project for Council, including costs, ownership and technical challenges.</p> <p>Complete.</p>
<p>12 December 2024 Mayor Councillor M K Garwood</p>	<p>Bicycle Donation to Tasmania Police <i>That Council:</i></p> <ol style="list-style-type: none"> 1. 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 	<p>Chief Executive Officer</p>	<p>Officers will develop an MOU with Tasmania Police which will set out the expectations for:</p> <ul style="list-style-type: none"> • how often the bicycles will be used • where the bicycles will be used • maintenance responsibilities • ownership of the bikes • transfer of bikes back to CoL in the event the bike patrols are not deemed feasible by TasPol.

	<i>within the Launceston Central Business District.</i>		Work on the MOU is continuing. Council now awaits details from TasPol.
12 December 2024 Mayor Councillor M K Garwood	Mobile LED Screen <i>That Council:</i> <ol style="list-style-type: none"> <i>investigates the procurement of a large mobile LED screen to support City activation, and events; and</i> <i>the project is to be considered as part of annual plan and budget discussions.</i> 	Executive Leader Connections and Liveability	<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>
12 December 2024 Mayor Councillor M K Garwood	Street Art Festival and Street Art Laneways <i>That Council:</i> <ol style="list-style-type: none"> <i>pursuant to the City of Launceston Public Art Strategy 2023-2031, prioritises the Opportunity - City Centre Laneways recommendation for a Street Art Laneway Gallery to be developed for delivery in FY2024/2025, and a second gallery for delivery in FY2025/2026; and</i> <i>pursuant to the City of Launceston Public Art Strategy 2023-2031, prioritises the Opportunity - City Centre Laneways recommendation for a Laneway Festival to be developed in conjunction with each gallery described in the above recommendation.</i> 	Executive Leader Connections and Liveability	<p>A significant amount of work was undertaken to develop a trial street art festival for delivery in FY2024/2025. Proposed for delivery in early 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 the minimum timelines associated with development applications for street art on privately-owned and heritage buildings (including possible representations), and the potential for unfavourable weather conditions, it was decided to postpone the event and incorporate the existing work into the FY2025/2026 event.</p> <p>Laneway Festival branding and marketing assets are being developed alongside the delivery of street art workshops undertaken in April at the Ravenswood over-50's club to support emerging artists to participate in street art projects.</p>

<p>12 December 2024 Councillor S Cai</p>	<p>Graffiti Removal from Private Dwellings Within the Launceston Municipality <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"> <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> 	<p>Executive Leader Community Assets and Design</p>	<p>Senior Leader City Amenities has liaised with Cr Cai regarding the Notice of Motion and considerations are ongoing based on Councillor feedback. Cr Cai has requested a meeting with officers.</p>
<p>27 March 2025 Councillor T G Walker and Councillor A J Palmer</p>	<p>Lilydale Falls Reserve <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 Livability to progress.</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

22.3. Correspondence for Noting

FILE NO: SF2346

AUTHOR: Lorraine Wyatt (Team Leader Executive Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To note incoming correspondence received by the Chief Executive Officer.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2015

RECOMMENDATION:

That Council:

1. notes the following correspondence:

Date	Sender	Correspondence
30 April 2025	Northern Tasmania Development Corporation Ltd (NTCD)	NTDC Finance Report March 2025 and NTDC Quarterly Report Jan-Mar 2025
19 May 2025	Acting Director of Local Government	Correction of Councillor Allowances
19 May 2025	Acting Director of Local Government	Corrected – Councillor Allowances Information sheet June 2025

REPORT:

Correspondence received by the Chief Executive Officer, relevant to Councillors, is tabled for noting to ensure transparency and accountability.

RISK IMPLICATIONS:

There are no risks associated with noting the correspondence received.

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:

There are no budget or financial implications in noting the correspondence received.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. NTDC Finance Report March 2025 [**22.3.1** - 7 pages]
2. NTDC Quarterly Report Jan- Mar 2025 [**22.3.2** - 12 pages]
3. Letter - Acting Director of Local Government to General Managers re correction of councillor allowan [**22.3.3** - 1 page]
4. Corrected - Councillor Allowances Information Sheet June 2025 [**22.3.4** - 3 pages]

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. Tender - YMCA Upgrade CD006/2025

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2) (d) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

- (d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

24.3. Tender - Albert Hall Audio Visual System Upgrade CD023/2025

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2) (d) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

- (d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

24.4. Tender - Churchill Park - Additional Toilet Block CD041/2024

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2) (d) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

- (d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

**24.5. Tender - Launceston Waste Centre Purchase and Removal of Scrap Metal
CD001/2025**

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 15(2) (d) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

(d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.

24.6. Councillors' Leave of Absence Application - Councillor Prof G Razay

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with section 15(2)(h) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

15(2)(h) applications by councillors for a leave of absence.

24.7. Councillors' Leave of Absence Application - Councillor A J Britton

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with section 15(2)(h) of the *Local Government (Meeting Procedures) Regulations 2015*, which permits the meeting to be closed to the public for business relating to the following:

15(2)(h) applications by councillors for a leave of absence.

24.8. End of Closed Session

25. MEETING CLOSURE

26. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 1.00pm on 19 June 2025 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.