

ORDINARY COUNCIL - 17 September 2026 Attachments

16.1. HOMELESSNESS ADVISORY COMMITTEE REPORTS2

16.1.1. Homelessness Advisory Committee Minutes - 17 March 2026.....2

16.1.2. Homeless Advisory Committee Meeting Minutes - 16 June 2026.....9

16.2. MUSEUM GOVERNANCE ADVISORY BOARD MEETING MINUTES16

16.2.1. MGAB Minutes - 28 April 202616

16.2.2. MGAB Minutes - 17 June 202621

19.1. AUDIT PANEL ANNUAL REPORT 2025-2625

19.1.1. City of Launceston Audit Panel Annual Report 202625



HOMELESSNESS ADVISORY COMMITTEE MINUTES

TUESDAY 17 MARCH 2026

**1:00 PM
MACQUARIE HOUSE**

Notice is hereby given that the Meeting of the Homelessness Advisory Committee will be held in Macquarie House, Civic Square:

Date: 17 March 2026

Time: 1:00 PM

Section 65 Certificate of Qualified Advice

Background

Section 65 of the *Local Government Act 1993* requires the General Manager to certify that any advice, information or recommendation given to Council is provided by a person with appropriate qualifications or experience.

Declaration

I certify that persons with appropriate qualifications and experience have provided the advice, information and recommendations given to the Committee in the Agenda Items for this Meeting.

Purpose - Homelessness Advisory Committee

Homelessness is a complex issue and there are many factors that contribute to a person's homelessness. Many of these factors lie outside the remit of local government, however through an educated, collaborative and needs focused approach, the City of Launceston is committed to working with community to play a constructive role in the provision of strategies and actions to support the homeless community.

The primary purpose of the Homelessness Advisory Committee is to:

- *Enable a collaborative approach between key sector service providers, community members and relevant levels of government in addressing the short, medium and long-term needs of Launceston's homeless community.*
- *Identify, support and coordinate achievable actions which will assist in addressing the evolving needs of Launceston's homeless community.*
- *Develop a greater and shared understanding of the roles, responsibilities and priorities within the community in responding to homelessness.*

Meeting opened at 1.00pm - Councillor Walker as Chair.

Time	Agenda item	Presenter																								
1.00pm	1. STATEMENT OF ACKNOWLEDGEMENT	Chairperson																								
1.05pm	2. ATTENDEES AND APOLOGIES ATTENDEES Committee: <table><tr><td>Oliver Macdonald</td><td>Community Member Representative</td></tr><tr><td>John Stubley</td><td>Salvation Army</td></tr><tr><td>Sam Grace</td><td>St Vincent de Paul</td></tr><tr><td>Nic Green</td><td>Catholic Care Tasmania</td></tr><tr><td>Belinda Jones</td><td>Homes Tasmania</td></tr><tr><td>Louise Cowan</td><td>Shekinah House</td></tr><tr><td>Jareth Anderson</td><td>Tasmania Police</td></tr></table> City of Launceston: <table><tr><td>Councillor Tim Walker</td><td>City of Launceston</td></tr><tr><td>Ali Kemp</td><td>City of Launceston</td></tr><tr><td>Colin James</td><td>City of Launceston (via Teams)</td></tr><tr><td>Anne Hemingway</td><td>City of Launceston (Minutes)</td></tr></table> APOLOGIES: <table><tr><td>Billie Hapiak</td><td>City of Launceston</td></tr></table>	Oliver Macdonald	Community Member Representative	John Stubley	Salvation Army	Sam Grace	St Vincent de Paul	Nic Green	Catholic Care Tasmania	Belinda Jones	Homes Tasmania	Louise Cowan	Shekinah House	Jareth Anderson	Tasmania Police	Councillor Tim Walker	City of Launceston	Ali Kemp	City of Launceston	Colin James	City of Launceston (via Teams)	Anne Hemingway	City of Launceston (Minutes)	Billie Hapiak	City of Launceston	Chairperson
Oliver Macdonald	Community Member Representative																									
John Stubley	Salvation Army																									
Sam Grace	St Vincent de Paul																									
Nic Green	Catholic Care Tasmania																									
Belinda Jones	Homes Tasmania																									
Louise Cowan	Shekinah House																									
Jareth Anderson	Tasmania Police																									
Councillor Tim Walker	City of Launceston																									
Ali Kemp	City of Launceston																									
Colin James	City of Launceston (via Teams)																									
Anne Hemingway	City of Launceston (Minutes)																									
Billie Hapiak	City of Launceston																									
1.08pm	3. CODE OF CONDUCT As a Committee we agree to engage in a way that is aligned to the following guiding principles: + • We value collaboration and we strive for positive outcomes that are aligned to realistic and achievable goals. • We encourage the practice of self-care and commit to maintaining confidentiality. • We recognise that we are all equals and are respectful and accepting of each other's realities.																									
1.10pm	4. DECLARATIONS OF INTEREST <i>If a Committee member has an actual or perceived interest in a matter to be considered by the Committee, they must declare that interest prior to any discussion of the matter. Interests will be managed in a way that respects the Committee member and the operation of the Committee. In some circumstances, this will mean that a Committee member with a declared interest will be required to withdraw from the Meeting during the discussions of the matter.</i> <i>The declaration of interest will be noted in the report outlining the Committee's Recommendation to Council. Local Government Act 1993 (Tas) - section 48</i>	Chairperson																								

1.12pm	5. CONFIRMATION OF MINUTES – 21 October 2025 <i>Local Government (Meeting Procedures) Regulations 2015 - Regulation 35(1)(b)</i> Confirmed as true and accurate.	Chairperson
1.13pm	6. CORRESPONDENCE None received.	Chairperson
1.14pm	7. PRESENTATION No presentation.	

1.15pm-2.07pm

8. COMMITTEE MEMBER REPORTS

AGENCY	RESPONSIBLE DELEGATE
St Vincent de Paul	Sam Grace
Shekinah House	Louise Cowan
Homes Tasmania	Belinda Jones
Catholic Care	Nic Green
Salvation Army	John Stublely
Community Member Representative	Oliver Macdonald
Tasmania Police	Jareth Anderson

St Vincent de Paul (Sam Grace)

- Former PCYC building at Kings Meadows has been rebranded as 'The V' and is now a recreation hub which also provides laundry facilities and a breakfast program. Lots of community groups using the facility.
- The shower program has been quiet for the later half of February.
- CEO Sleepout is being held at UTAS Stadium 18 June - looking for participants or for people to assist on the night.

Shekinah House (Louise Cowan)

- Numbers of homelessness coming through Shekinah House has dropped.
- A number of regulars are not attending - may have semi-permanent accommodation.
- A contract has been signed to purchase a 4brm house which will be used for short term transitional accommodation (inner suburb but not disclosed where). Funding will come from the Government to do modifications. Councillor Walker noted The Hon Rob Fairs was very helpful with obtaining the funding.

Homes Tasmania (Belinda Jones)

- Premier announced the dissolving of Department of State Growth and will now be called Buildings Tasmania. 6-12 month transition with some jobs to be redundant.
- Indigo Lodge - A redevelopment program occurred prior to Christmas, with a new roof and new amenities for residents.
- Karinya is about to undergo redevelopment.
- Social housing policy process will soon be reviewed. How people become eligible, how to get on the housing register, etc.
- The housing connect data base and website portal is getting towards the end stage. A release date hasn't yet been announced.
- A 400-lot development has been approved at Rocherlea.

Catholic Care (Nic Green)

- Participated in the housing connect data base testing. Feedback given has been taken onboard and changes have been implemented.
- Catholic Care service for January was quiet.
- Acknowledged the work of former Council employees Linda Page and Michelle Ogulin and the work they did for the Committee.
- Homeless Week commences 3 August.

Committee members

	Salvation Army (John Stubley) - Salvation Army don't currently have an outreach worker. - Street to Home is a program currently operating in Hobart and looking at introducing this in Launceston. Currently have a budget submission with State Government. - Salvation Army have lost a lot of funding. Front door is currently only open 2 half days per week but looking at increasing this to daily. - Beyond the Wire is a prisoner integration program - will have funding soon for 1 person for the North (currently 2 workers in the South and 1 North West). The program supports people coming out of prison. Community Member Representative (Oliver Macdonald) - Oliver presented maps he has prepared that show the climate adaption planning for Launceston. - The Tasmanian Aboriginal Centre has recently advertised for a Housing Officer to do a review of Aboriginal housing in Tasmania. - Climate change - research indicates by 2030 temperatures will increase by 2 degrees and 7+ degrees by 2100. A 10m sea level increase is predicted by 2100. - Invermay properties will be difficult to insure in the future. Tasmania Police (Jareth Anderson) - Emergency incidents - Tas Police don't have good intelligence of where homeless people are living. Believe there are currently 3-7 people living in the Gorge but don't know all locations. - Need locations (not names) of homeless people so they can be advised of impending incidents such as fires or floods. - Police want to be able to approach an organisation for assistance. - Please email Jareth with any questions/queries you have.	
2.23pm-2.28pm	Northern Community Action Group Rod Spinks has been the Chair - John Stubley has offered to take over the position. Emergency incident management - John would like this group to come to meetings with ideas and suggestions - eg. look at how we can collaborate in an emergency situation.	
2.28pm-2.29pm	CITY OF LAUNCESTON REPORTS CSR numbers Since the last meeting to the current meeting we have had 183 Customer service requests. Councillor Walker asked for the next meeting if a breakdown can be given on what the CSR's are - eg 1 incident or all separate?	Ali Kemp

2.29pm- 2.32pm	9. BUSINESS ARISING/ACTION ITEMS - Councillor Walker suggested Jo Fearman come to a future meeting to talk about what they envisage for the 48 homes development. - Ali Kemp will circulate the Homeless Statement of Commitment which is due for review.							
2.32pm- 2.35pm	10. GENERAL BUSINESS Ali Kemp advised the Supreme Court has ruled Morteon Bay Council (Qld) have breached human rights as they moved homeless people and destroyed their belongings (see link below). https://www.facebook.com/share/p/1DcAZ8pALj/							
2.35pm	11. NEXT MEETING DATE <table border="1"> <thead> <tr> <th>Date</th><th>Time</th><th>Location</th></tr> </thead> <tbody> <tr> <td>14 April</td><td>1.00pm-2.30pm</td><td>Macquarie House</td></tr> </tbody> </table> Meeting closed 2.35pm	Date	Time	Location	14 April	1.00pm-2.30pm	Macquarie House	
Date	Time	Location						
14 April	1.00pm-2.30pm	Macquarie House						



HOMELESSNESS ADVISORY COMMITTEE MINUTES

TUESDAY 16 JUNE 2026

**1:00 PM
MACQUARIE HOUSE**

Notice is hereby given that the Meeting of the Homelessness Advisory Committee will be held in Macquarie House, Civic Square:

Date: 16 March 2026

Time: 1:00 PM

Section 65 Certificate of Qualified Advice

Background

Section 65 of the *Local Government Act 1993* requires the General Manager to certify that any advice, information or recommendation given to Council is provided by a person with appropriate qualifications or experience.

Declaration

I certify that persons with appropriate qualifications and experience have provided the advice, information and recommendations given to the Committee in the Agenda Items for this Meeting.

Purpose - Homelessness Advisory Committee

Homelessness is a complex issue and there are many factors that contribute to a person's homelessness. Many of these factors lie outside the remit of local government, however through an educated, collaborative and needs focused approach, the City of Launceston is committed to working with community to play a constructive role in the provision of strategies and actions to support the homeless community.

The primary purpose of the Homelessness Advisory Committee is to:

- *Enable a collaborative approach between key sector service providers, community members and relevant levels of government in addressing the short, medium and long-term needs of Launceston's homeless community.*
- *Identify, support and coordinate achievable actions which will assist in addressing the evolving needs of Launceston's homeless community.*
- *Develop a greater and shared understanding of the roles, responsibilities and priorities within the community in responding to homelessness.*

Meeting opened at 1.05pm - Councillor Walker as Chair.

Time	Agenda item	Presenter																																		
1.05pm	1. STATEMENT OF ACKNOWLEDGEMENT	Chairperson																																		
1.10pm	2. ATTENDEES AND APOLOGIES ATTENDEES Committee: <table><tr><td>Sam Grace</td><td>St Vincent de Paul</td></tr><tr><td>Stephen Hill</td><td>City Mission</td></tr><tr><td>Nic Green</td><td>Catholic Care Tasmania</td></tr><tr><td>Aleena Crack</td><td>Tasmania Police (via Teams)</td></tr><tr><td>Karen Crane</td><td>Benevolent Society (via Teams)</td></tr><tr><td>Simone Wells</td><td>Anglicare Tasmania</td></tr><tr><td>Leslie Ikin</td><td>Australian Bureau of Statistics</td></tr><tr><td>Ria Brink</td><td>Australian Bureau of Statistics</td></tr></table> City of Launceston: <table><tr><td>Councillor Tim Walker</td><td>City of Launceston</td></tr><tr><td>Ali Kemp</td><td>City of Launceston</td></tr><tr><td>Colin James</td><td>City of Launceston</td></tr><tr><td>Anne Hemingway</td><td>City of Launceston (Minutes)</td></tr></table> APOLOGIES: <table><tr><td>Louise Cowan</td><td>Shekinah House</td></tr><tr><td>John Stubley</td><td>Salvation Army</td></tr><tr><td>Lynette Cameron</td><td>Community Member Representative</td></tr><tr><td>Belinda Jones</td><td>Homes Tasmania</td></tr><tr><td>Billie Hapiak</td><td>City of Launceston</td></tr></table>	Sam Grace	St Vincent de Paul	Stephen Hill	City Mission	Nic Green	Catholic Care Tasmania	Aleena Crack	Tasmania Police (via Teams)	Karen Crane	Benevolent Society (via Teams)	Simone Wells	Anglicare Tasmania	Leslie Ikin	Australian Bureau of Statistics	Ria Brink	Australian Bureau of Statistics	Councillor Tim Walker	City of Launceston	Ali Kemp	City of Launceston	Colin James	City of Launceston	Anne Hemingway	City of Launceston (Minutes)	Louise Cowan	Shekinah House	John Stubley	Salvation Army	Lynette Cameron	Community Member Representative	Belinda Jones	Homes Tasmania	Billie Hapiak	City of Launceston	Chairperson
Sam Grace	St Vincent de Paul																																			
Stephen Hill	City Mission																																			
Nic Green	Catholic Care Tasmania																																			
Aleena Crack	Tasmania Police (via Teams)																																			
Karen Crane	Benevolent Society (via Teams)																																			
Simone Wells	Anglicare Tasmania																																			
Leslie Ikin	Australian Bureau of Statistics																																			
Ria Brink	Australian Bureau of Statistics																																			
Councillor Tim Walker	City of Launceston																																			
Ali Kemp	City of Launceston																																			
Colin James	City of Launceston																																			
Anne Hemingway	City of Launceston (Minutes)																																			
Louise Cowan	Shekinah House																																			
John Stubley	Salvation Army																																			
Lynette Cameron	Community Member Representative																																			
Belinda Jones	Homes Tasmania																																			
Billie Hapiak	City of Launceston																																			
1.13pm	3. CODE OF CONDUCT As a Committee we agree to engage in a way that is aligned to the following guiding principles: + - We value collaboration and we strive for positive outcomes that are aligned to realistic and achievable goals. - We encourage the practice of self-care and commit to maintaining confidentiality. - We recognise that we are all equals and are respectful and accepting of each other's realities.																																			

1.15pm	4. DECLARATIONS OF INTEREST <i>If a Committee member has an actual or perceived interest in a matter to be considered by the Committee, they must declare that interest prior to any discussion of the matter. Interests will be managed in a way that respects the Committee member and the operation of the Committee. In some circumstances, this will mean that a Committee member with a declared interest will be required to withdraw from the Meeting during the discussions of the matter.</i> <i>The declaration of interest will be noted in the report outlining the Committee's Recommendation to Council. Local Government Act 1993 (Tas) - section 48</i>	Chairperson
1.16pm	5. CONFIRMATION OF MINUTES – 17 March 2026 <i>Local Government (Meeting Procedures) Regulations 2015 - Regulation 35(1)(b)</i> Confirmed as true and accurate.	Chairperson
1.17pm	6. CORRESPONDENCE None received.	Chairperson
1.17pm	7. PRESENTATION No presentation.	
1.18pm	8. Committee Member Reports (next page)	

1.18pm-1.45pm

8. COMMITTEE MEMBER REPORTS

AGENCY	RESPONSIBLE DELEGATE
St Vincent de Paul	Sam Grace
City Mission	Stephen Hill
Tasmania Police	Aleena Crack
Benevolent Society	Karen Crane
Catholic Care Tasmania	Nic Green
Anglicare Tasmania	Simone Wells
Australian Bureau of Statistics	Leslie Ikin & Ria Brink

St Vincent de Paul

- The V at Kings Meadows - Monday to Friday, there has been an average of 10-16 people attending for breakfast and to use the showers.
- The St Vincent de Paul CEO Sleepout will be held this year at UTAS Stadium on Thursday, 18 June. There is currently near to 50 participants in total (Launceston and Hobart).

City Mission

- The facility has been full since January and has a wait-list.
- There have been some escalated behaviours.
- Lack of funding has resulted in a decrease in staff resources.
- There have been 25 people transition to safe accommodation which has been a good outcome but others are still struggling.
- OzHarvest have been a good support, providing fruit and vegetables.
- Councillor Walker suggested a local member of parliament be invited to a meeting re lack of funding.

Tasmania Police

- When asking people to move on, they have nowhere to send them and this will get worse during winter.

Benevolent Society

- People are requesting sleeping bags, pillows and blankets.
- With current weather, everything is getting soaked and there is no time for drying.
- Some people are finding accommodation in share homes.
- The hygiene hub facility (shower/washing machine/dryer) is currently not operational but should be in approximately a week - this is free of charge.

Catholic Care Tasmania

- It is currently very difficult to accommodate families due to lack of facilities available.
- Been doing some good collaboration with Anglicare Tasmania, discussing pressures and mental health services.
- Recently met with the new Manager of a motel who is offering discounted weekly rates for people to stay during winter.

Anglicare Tasmania

- Very busy, with applications higher than previously.
- Meeting new people whose circumstances are beyond their control such as job loss.

Committee members

	- A number of people have gained employment but seeking assistance until their pay is received. Australian Bureau of Statistics - They are preparing for Census night which is Tuesday, 11 August. - There will be 50 field officers who will liaise with homeless people. - The officers receive special training regarding pushback, etc and the homeless people will receive fewer questions than what is in the standard Census booklet.	
1.45pm-1.57pm	9. CITY OF LAUNCESTON REPORTS 9.1 CSR numbers - Since the previous HAC meeting, Customer Service have received 125 requests. - Among these requests were: 4 welfare checks 30 cleansing requests 38 requests of camping in a public place 27 requests regarding behaviour 5 requests for open space car parks (may be due to behaviour or camping) 3 abandoned sites 9.2 Blanket Drive - City of Launceston are conducting a blanket and sleeping bag drive to support local community members experiencing homelessness - these can be left at Customer Service until Friday, 3 July. - Waverley Mills have been asked if they would like to participate as in previous year. 9.3 Recruitment (Ali Kemp) - The new Team Leader for Community Wellbeing will be starting in a few weeks. - We are currently recruiting for a Youth Development Officer.	

1.57pm-2.13pm	10. BUSINESS ARISING/ACTION ITEMS 10.1 Warming Centre - Seeking ideas and opportunities • This is popular in cold countries - places open at night for people to have a camp bed, cup of tea, etc. • Has been successful in Canada where funds were raised by the community to operate the warming centre in a warehouse. 10.2 Strike It Out Sleeping Pods - Opportunities • Ali has spoken with some Queensland councils regarding the pods which they operate. • Their pods are run voluntarily so not particularly different to what Strike It Out Tasmania have available. • Challenges include locating land in which the pods can be accommodated and ensuring operational compliance. Please let Councillor Walker or Ali know if you have any ideas with how Council can support either of these options.							
2.15pm	11. NEXT MEETING DATE <table border="1" data-bbox="359 936 1198 1003"> <thead> <tr> <th>Date</th><th>Time</th><th>Location</th></tr> </thead> <tbody> <tr> <td>18 August</td><td>1.00pm-2.30pm</td><td>Macquarie House</td></tr> </tbody> </table> Meeting closed 2.15pm	Date	Time	Location	18 August	1.00pm-2.30pm	Macquarie House	
Date	Time	Location						
18 August	1.00pm-2.30pm	Macquarie House						



QVMAG Museum Governance Advisory Board Meeting (MGAB)

Minutes

Meeting Date: 28 April 2026 Time: 2.00pm-3.30pm - QVMAG Inveresk Meeting Room	Chair: James Riggall Meeting Notes: Anne Hemingway
---	---

Membership Attendees:

James Riggall	Chair	(JR)
Vicki Dewsbury		(VD)
Susi Reid		(SR)
Ali Kemp	Ex-officio, non-voting	(AK)

Membership Apologies: Mayor Matthew Garwood, Sam Johnson, Dave Mangenner Gough

QVMAG Representatives Attendees:

Jonathan McBurnie	Director QVMAG	(JMcb)
Kellie Wells	Lead Curator	(KW)
Malene Bjornskov	Leader Strategic Collections	(MB)
Anne Hemingway	Executive Assistant / Minutes	(AH)

Attachments (Pre-Reading)

Agenda Item 5.1	Gilmore Family Archive
Agenda Item 5.2	<i>Near and Dearer: a tale out of school</i> (a novelette by Cuthbert Bede)
Agenda Item 5.3	Neil Pitt's
Agenda Item 5.4	<i>Collection of Stereographic Views</i> , various publishers
Agenda Item 5.5	Three titles for addition to the Wesleyan Rare Book Collection
Agenda Item 5.6	Four water colour paintings by Robert Campbell
Agenda Item 5.7	Les Blakebrough Southern Ice Cup and Saucer
Agenda Item 5.8	Two paintings by Stephen Walker

Standing Agenda Items

1. Welcome | JR

- 1.1 Acknowledgement of Country
- 1.2 JR welcomed new Director QVMAG, Jonathan McBurnie (JMcb). Members and JMcb gave brief introductions.

2. Conflicts of Interest | JR

[QVMAG MGAB Interest Register](#)

Nothing to add or change for this meeting.



QVMAG Museum Governance Advisory Board Meeting (MGAB)
Minutes

3. Confirmation of Previous Minutes | JR

Request that Minutes from the previous meeting held 17 December 2025 be approved.

Moved: SR

Seconded: JR

4. Actions Arising from Previous Minutes | JR

ITEM	ACTION
QVMAG Annual Report Reports and policy - Queen Victoria Museum & Art Gallery	JM to send report to all members - Completed
Board Recruitment Advertising	JM to send skills matrix to members for completion - Completed AK to commence recruitment - Completed

5. Acquisitions | MB (all were internally recommended)

3 eligible members to vote attended the meeting, which met the quorum

5.1 Gilmore Family Archive

- Donation by Anna Field (descendant of Captain George Gilmore)
- The Archive is made up of 59 items including journals, correspondence, government reports, photographs and ephemera.

Agreed unanimously 3:0

5.2 *Nearer and Dearer: a tale out of school (a novelette by Cuthbert Bede)*

- Donation from Judith Brown
- Book published in 1957 and was an item in the Port Arthur Subscription Library and Reading Room.

Agreed unanimously 3:0



QVMAG Museum Governance Advisory Board Meeting (MGAB) Minutes

5.3 Neil Pitt's

- Donation from Andrew Pitt (son of Neil Pitt)
- The acquisition of material will include objects and archival material representing the services provide by Neil Pitt's including the store, signwriting and café.

Agreed unanimously 3:0

5.4 *Collection of Stereographic Views*, various publishers

- Donation from Dr Eric Radcliffe
- The collection includes stereographs, stereoscope and suitcase
- JR advised he may be able to arrange for UTAS staff to assist with digitisation.

Agreed unanimously 3:0

5.5 Three titles for addition to the Wesleyan Rare Book Collection

- Donation from Chris Tassell for the Uniting Church of Australia
- 26 volumes identified as belonging to the Wesleyan Library, Hobart (a number of long term borrowers realized they still had items from Wesleyan Library and wanting to donate them to QVMAG)

Agreed unanimously 3:0

5.6 Four water colour paintings by Robert Campbell

- Donation from Alisa Whitty (daughter of Robert Campbell)
- The watercolour paintings each depict locations in and around Launceston from the 1940's

Agreed unanimously 3:0

5.7 Les Blakebrough Cup and Saucer

- Donation from Richard Neeson
- Southern ice porcelain teacup and saucer. University of Tasmania coat of arms on both cup and saucer.
- Les Blakebrough only produced a limited number of the cups and saucers

Agreed unanimously 3:0

5.8 Two paintings by Stephen Walker

- Donation from Roy Skabo (Roy's parents were initially gifted the paintings)
- Paintings are watercolours of the Zeehan smelters post decommission.

Agreed unanimously 3:0



QVMAG Museum Governance Advisory Board Meeting (MGAB)

Minutes

6. **Chair Report & Updates | JR**
Nothing to share for this meeting.

7. **QVMAG Executive Update | AK**
7.1 **First Tasmanians Exhibition**

- This exhibition has been at Royal Park for approximately the last 15 years. While it has aged well, some parts of the exhibition have deteriorated and had to be removed.
- Looking at relocating the exhibition to the John Lees Gallery at Inveresk. Engagement with the Aboriginal community is required.
Reasons:
 - Aboriginal history not reflected in the Museum
 - Visitors/students need to go to 2 sites for full history
 - Desire to create a designated Aboriginal art gallery at Royal Park
 - Requires refresh
- JR will ask DmG to contact either AK or JMcb to discuss

- 7.2 **Blacksmith Shop Opportunity**

- EOI from Tasmanian artists who are interested in a MOU to bring the Blacksmith Shop "back to life"
- Would activate the site and help maintain the Blacksmith Shop

- 7.3 **Tasmanian Aviation Museum**

- A local group have expressed an interest in leasing part of the QVMAG shed to display aviation history (they currently have a storage shed at Councillor Pentridge's farm)
- Looking at having hands on activities for children
- JR advised there is a potential for funding

- 7.4 **MGAB Recruitment**

- 17 EOIs were received - very high calibre and from a variety of backgrounds
- Looking at selecting 7 new members (due Albert van Zetten resigning)



QVMAG Museum Governance Advisory Board Meeting (MGAB)

Minutes

- AK has shortlisted and the Mayor has also reviewed the EOI's - SR and VD also to review the EOI's and provide any feedback to AK
- A report will go to Council meeting 28 May

7.5 Makerspace & Enterprize Opportunity

- Enterprize were based at Henty House and received a grant to buy equipment
- With Enterprize relocating to Macquarie House, now there is no room for it - it has now been offered to QVMAG
- Great way to engage volunteers at QVMAG
- JR offered to provide some UTAS contacts who may be able to arrange for some students to assist
- Intent is to create a Maker Space that incorporates other redundant QVMAG equipment

8. Other Business

8.1 - Resignation of Albert van Zetten | JR

ACTION: James to send thank you letter on behalf of the Board.

8.2 - JR has signalled his intent to resign as both Chair and Member of the MGAB once new member recruitment is completed. He will Chair the June meeting and formally resign at that time. The Committee, including incoming members, will then elect a new Chair.

9. Meeting closed: 3.30pm

Next meeting: Wednesday, 17/06/2026 - 10.00am - 11.30am



QVMAG Museum Governance Advisory Board Meeting (MGAB)

Minutes

Meeting Date: 17 June 2026 Time: 10.02am-11.31am - QVMAG Inveresk Meeting Room and Teams Link	Chair: James Riggall Meeting Notes: Anne Hemingway
--	---

Membership Attendees:

James Riggall	Chair	(JR)
Mayor Matthew Garwood	Ex-officio (via Teams)	(MG)
Ali Kemp	Ex-officio, non-voting	(AK)
Vicki Dewsbury	QVMAG Friends, Rep	(VD)
Susi Reid		(SR)
Ned Pankhurst		(NP)
Pam Allan		(PA)
Kim Lehman		(KL)
Louella McCarthy		(LMc)
Claire Beale		(CB)
Emily-Rose Wills		(EW)

QVMAG Representative Attendees:

Jonathan McBurnie	Director QVMAG	(JMc)
Malene Bjornskov	Leader Strategic Collections	(MB)
Anne Hemingway	Executive Assistant (Minutes)	(AH)

Membership Apologies: Dave Mangenner Gough (**DmG**), Harriet Edquist (**HE**), Joanna Lang (**JL**)
City of Launceston/QVMAG Representative Apologies: Sam Johnson (**SJ**), Kellie Wells (**KW**)

Standing Agenda Items

1. Welcome | JR

1.1 Acknowledgement of Country

1.2 Conflicts of Interest | JR

[QVMAG MGAB Interest Register](#)

Nothing to add or change for this meeting.

JR gave an overview of the MGAB Interest Register

AH to send the Register template to new members to complete.



QVMAG Museum Governance Advisory Board Meeting (MGAB)

Minutes

2. **Introduction of new board members | AK**
AK welcomed new members and advised 17 EOI's were received to join MGAB. Everyone introduced themselves and highlighted their relevant experience. The Mayor also welcomed everyone and thanked them for joining the Board.
3. **Previous Minutes**
 - 3.1 **Confirmation of Previous Minutes | JR**
Request that Minutes from the previous meeting held 28 April 2026 be approved.

Moved: SR
Seconded: VD
 - 3.2 **Actions Arising | JR**
8.1 from meeting 28/04/2026 - Resignation of Albert van Zetten - JR to send a thank you letter on behalf of Board - JR provided letter to AH 17/06/2026.
4. **QVMAG Overview**
 - 4.1 **Meet new Director, Jonathan McBurnie | JMcB**
Jonathan introduced himself, discussed his experience and future plans for QVMAG.
 - 4.2 **Acquisitions process and governance process | MB**
MB discussed the process
 - Proposed acquisitions go through a rigorous process with a QVMAG committee making assessments, and if suitable, they are then presented at a MGAB meeting.
 - Acquisitions presented to MGAB will each have a briefing paper included with the MGAB meeting Agenda.
 - Meeting Minutes will show if the item/s are accepted or not.
 - Minutes will be included in the Agenda for a future Council meeting -
NOTE: Any item with a value over \$100,000 must be approved by Council, with MGAB being able to approve anything under this amount.
5. **Chair Report and Updates | JR**
 - JR advised after 10 years he is stepping down as Chair and member of MGAB - will tender his resignation after the meeting.
6. **QVMAG Executive Update | AK**
 - AK provided context of where QVMAG sits within the corporate structure. The Director QVMAG is part of the Senior Leadership Team and reports to the Executive Leader Connections & Liveability (previously was part of the Executive Leadership Team and reported directly to the CEO).



QVMAG Museum Governance Advisory Board Meeting (MGAB)

Minutes

- Corporate and business risk register - will be discussed at next meeting and members will be made aware of the risks QVMAG currently have.
- Links to key documents:
 - QVMAG Future Directions Plan [QVMAG Futures-Plan.pdf](#)
 - QVMAG Strategic Plan [Strategic Frameworks 2024 - Queen Victoria Museum & Art Gallery](#)

Members are encouraged to reach out to **AK** if they have any questions.

7. Other Business

7.1 Process to elect a new Chair for the QVMAG MGAB Board

JR encouraged anybody who is interested in being Chair, to consider doing so.

AK advised there has been one EOI - if any more are received, they will be presented at the next meeting and a vote will be conducted.

7.2 Zegna trophy background - **AK**

This artwork was commissioned by the Tasmanian Wool Industry and donated to QVMAG. Part of the conditions is that it would be displayed at the Tasmanian Wool Museum at Ross. Despite good security, around 10 months ago it was stolen from the Ross Museum - value approximately \$100,000 which has been covered by insurance but unfortunately still not recovered. Providing details as this has recently appeared in the media for a second time.

7.3 Nuala O'Flaherty lecture 14 August - **SR** advised the QVMAG Arts Foundation are having this lecture and she will send an invitation to new members. Please let her know if you would like to join the QVMAG Arts Foundation - there is a one-off joining fee of \$1,000.

7.4 **AK** thanked **JR** for his contribution to the Board over the past 10 years.

8. Next meeting: 19 August, 2026 (Inveresk Meeting Room)

Meeting closed: 11.31am



QVMAG Museum Governance Advisory Board Meeting (MGAB)
Minutes

Appendix 1 *Actions as of 17 June 2026*

Item	Action / Update	Raised	Due / Status	Delegate
1.	1.2 - Conflicts of Interest • AH to send the Register template to new members to complete.	17/06/2026	Completed 22/06/2026	AH
2.	3.2 - Actions Arising • JR to send a thank you letter to Albert van Zetten on behalf of MGAB (JR provided to AH 17/6/2026).	17/06/2026	Completed 18/06/2026 (letter forwarded)	AH
3.	6. - Times of future meetings and risk register • Will be discussed at the next meeting when a new Chair will be elected.	17/06/2026	Meeting 19 August	AK
4.	7.3 - Nuala O'Flaherty Lecture • SR to extend invitation to new members. • Advise SR know if you would like to join the QVMAG Arts foundation	17/06/2026		SR

LAUNCESTON CITY COUNCIL AUDIT PANEL

ANNUAL REPORT 2025-26

BACKGROUND / INTRODUCTION

Council's Audit Panel was established in 2014 under section 85 of the *Local Government Act 1993*. Its role is documented in the Panel Charter that aligns with the *Local Government (Audit Panels) Order 2014* and the *Local Government (Audit Panels) Amendment Order 2015* and approved by Council.

ROLE OF THE PANEL

The Panel's role is to advise and make recommendations to the Council on matters relevant to its objectives, with no management responsibility or decision-making authority. The Panel is appointed to support Council in the oversight of those activities necessary to progress and achieve organisational objectives.

The key objectives of the Audit Panel are:

- a. To assist Council in the effective conduct of its financial reporting responsibilities.
- b. The management of risk.
- c. Maintaining a reliable system of internal controls.
- d. Facilitating the conduct of the Council's activities in an ethical and responsible manner.
- e. Review Council's accounting, internal control, anti-fraud, anti-corruption and risk management processes.
- f. Policies, systems and controls that Council has in relation to safeguarding its long-term financial position.

Outcomes sought for Council and the community through the activities of the Audit Panel include:

- a. Enhanced internal and external financial reporting.
- b. Effective risk (financial and operational) management.
- c. Compliance with best practice guidelines, legislation and regulation.
- d. An effective internal audit function.
- e. Facilitation of effective communication between the auditors (internal and external).
- f. Management and Council.

AUDIT PANEL MEMBERSHIP AND MEETINGS

Composition

The Panel comprises three independent members, including the Chair, and two elected members of Council.

During 2025-26, the independent members of the Panel for the full year were Ric De Santi (Chair), Ken Clarke and Kathleen Sales. Council was represented by Deputy Mayor, Hugh McKenzie, and Cr Tim Walker.

MEETINGS OF THE PANEL

For the 2025-26 financial year, the Panel held four meetings in September and November 2025, and March and May 2026. Panel meetings in November 2025 and May 2026 were conducted in person for those able to attend.

In addition to Panel members, meetings were also attended by the Chief Executive Officer and Executive Leader Delivery and Performance. A range of other staff attended as required, including the Team Leader Accounting, Senior Financial Accountant, Team Leader Governance, Senior Leader People and Culture, Senior Leader Technology and Information Services, Senior Leader Asset Management Project and Risk Officer. Secretariat support was provided by the Executive Assistant Delivery and Performance.

Audit Tasmania (AT) staff had a standing invitation to attend all meetings and throughout the year, attending meetings as needed. The Internal Auditors attended relevant parts of all meetings.

Meeting Attendance

Meeting attendances in 2025-26 were:

Panel Members	Eligible to attend	Attended
Ric De Santi (Chair)	4	4
Ken Clarke	4	4
Kathleen Sales	4	3
Deputy Mayor Hugh Mckenzie	4	4
Councillor Tim Walker	4	4

RISK MANAGEMENT

The Panel noted the continued emphasis on enhancing Council's enterprise risk management capability including focus on embedding the Risk Appetite Framework, improving governance tools and enhancing organisational visibility of risk. The Panel received regular updates on risk management activities and provided feedback relating to Council's Enterprise Risk Management Roadmap along with progress updates.

The Panel acknowledges and supports the ongoing efforts in relation to Council's management of risk.

FINANCIAL AND ASSET MANAGEMENT PLANNING

During the year the Panel received updates and noted the increased emphasis on Council's Long-Term Financial and Strategic Asset Management Planning.

An important step relating to Council's future approach to asset management planning was the establishment of the Asset Management Steering Committee along with the Asset Strategy Team (formerly the Asset Management Project Team).

During the year the panel received and provided feedback on the Asset Management Framework and the COL Facility Hierarchy 2025. The Panel also received updates from the Steering Committee noting progress in relation to governance and oversight, the Asset Management Improvement Plan and capability and training.

The Panel commends management on the work being done to strengthen asset management, capital investment and related risks.

EXTERNAL AND INTERNAL AUDIT

External Audit

As legislated, Council's external audit service is provided by AT, whose staff attended Audit Panel meetings during 2025-26. At these meetings, the Panel and AT officers discussed:

- For the 2024-25 financial audits of Council and the Launceston Flood Authority including the:
 - Annual Audit Outcomes Report 30 June 2025 (for COL)
 - Reports to Those Charged with Governance
 - Financial Audit Outcomes Reports
 - Auditors Reports.
- For the 2025-26 financial audit, the 2025-26 Financial Audit Strategy, including key audit areas identified.

The Panel continued to review and advocate for implementation of outstanding external audit recommendations at each meeting of the Panel.

Internal audit

The Panel maintains a Strategic Internal Audit Plan with status updates provided at Panel meetings. Consistent with the Plan, the Panel also received and discussed reports from the internal auditors as projects were completed.

During 2025-26, the Panel received and discussed the following reports from the Internal Auditors:

- Risk Management Framework
- Fraud and Corruption

As with external audit, the Panel continued to review outstanding internal audit recommendations at each meeting and advocate for action to address recommendations within reasonable timeframes. The Panel notes high risk findings received prompt attention with no new high risk findings identified during the year.

OTHER PANEL ACTIVITIES DURING THE REPORTING PERIOD

During the year under review the Audit Panel:

- reviewed and provided feedback on Council's Financial Statements for financial year ended June 2025 including changes to accounting policy and explanation and commentary regarding variances to budget
- reviewed and provided feedback on the 2025-26 skeletal financial statements
- received a presentation and provided feedback on the Long-Term Financial Plan
- noted and discussed changes to Council's 2025-26 Statutory Estimates approved by Council
- received
- discussed Council's Strategic Plan 2025-2035
- noted the 2025-26 proposed Statutory Estimates, Annual Plan, Capital Projects and Major Operational Projects
- discussed Council quarterly Operations, Balance Sheet and Loan Balance reports, including analysis and commentary
- reviewed and discussed Capital Reports
- received reports and discussed Council's investment returns, balances and KPIs
- received and discussed Quarterly Work Health and Safety reports acknowledging the high quality of this reporting

- noted and discussed updates on the program for replacement of enterprise systems, including updates from the Change Advisory Board
- commenced receiving and providing feedback on reports of credit card statements and transactions of executive leaders
- noted the LGAT Emergency Management and Recovery Review report which examined and reflected on local government emergency management recovery arrangements across Tasmania.

PANEL GOVERNANCE

In managing its activities, the Panel has a detailed annual work plan to ensure it fulfils its role and responsibilities as required by the Charter. The work plan determines at least four Meetings each year. From time to time, Panel members may attend other workshops, presentations and briefings, including those provided by management and AT.

The Panel undertook a review of the Charter with minor updates submitted to Council for approval. The Panel also reviewed its work plan to ensure it remained relevant to the Charter and the Council's context, including priorities for the coming year.

Panel members updated their declarations of interest throughout the year.

For the purposes of appropriate governance, at each meeting the Panel received and discussed the Chief Executive Officer's Risk Certificate certifying that the Chief Executive Officer is undertaking the functions of General Manager as set out in the *Local Government Act 1993* (Tas) and Priority List of Risk Issues being effectively managed in accordance with identified risk controls and actions.

The Panel gratefully acknowledges the positive engagement and diligent support provided to the Panel by the Chief Executive Officer and Executive Leader Delivery and Performance along with all other senior leaders or subject matter experts who attended meetings. The Panel also extends its thanks to the Executive Assistant Delivery and Performance who provided excellent administrative support throughout the year.

Also, thanks to the independent and elected members of the Panel for their ongoing contributions, insights and commitment to the work of the Panel.

Ric De Santi
Audit Panel Chair
24 August 2026