

ORDINARY COUNCIL - 6 August 2026 Attachments

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From: "Robin Mark Smith" [REDACTED]
Sent: Wed, 29 Jul 2026 22:12:56 +1000
To: "Contact Us" <contactus@launceston.tas.gov.au>
Subject: QoN

Dear Sir/Madam,

Reference: Questions on Notice - Council General Meeting

Please accept my questions as follow:

Question 1: New CBD Traffic Routes

Historically, under the City Heart plan, the Paterson Street bus interchange required the introduction of an extra traffic flow direction for departing vehicle traffic (busses departing the interchange) to shortcut counterclockwise back through the inner retail CBD core against the current traffic direction on both Paterson Street and Charles Street.

Charles Street is a very successful retail strip and introducing this full cross-city two-way traffic goes against urban planning such as Gehl Architects 'Public Spaces Public Life (Launceston, Australia)' study for urban living (including pedestrians (shoppers) and cyclists) by bizarrely continuing to introduce entirely new routes for road vehicle traffic cutting a new path through the heart of the inner CBD core.

Whilst this route for busses is now no longer required, unfortunately the plan to introduce this new direction of traffic flow remains embedded as an anomaly within the City Heart Place Plan. With city-wide disruption of road construction, expense and spurious claims of enhanced experiences for pedestrians and businesses, would council consider consulting the opinion of business traders along the affected route?

Question 2: Vendor Bookings

In the year-and-a-half since the inception of the current Mobile Food Vendor (in Public Open Spaces) Policy (32-Plx-005), as at 09 July 2026:

1. How many vendors were registered to operate under the system;
2. How many bookings were made for (i) 'Eat Street' (High Street, Launceston) and (ii) remaining areas under the policy?

Thank you,
Yours faithfully,
Robin Smith



Planning Submission

Landfall Turf Growing Enterprise



781 East Tamar Highway, Dilston



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- Appendix A: Certificate of Title
- Appendix B: Plans and Details – Engineering Plus & Skyline Sheds
- Appendix C: Traffic Impact Assessment – Ratio Consultants Pty Ltd
- Appendix D: Chemical Usages and Storage Policy
- Appendix E: Dust Management Plan – Archer Sustainable Farms Pty Ltd
- Appendix F: Landfall Heritage Listed Buildings Location Plan



1. Executive Summary

1.1 Proposal Overview

This submission is prepared for ACN 693 800 449 Pty Ltd trading as Landfall Turf, in support of a proposal seeking the approval of the use and development for a Turf Growing Enterprise at 781 East Tamar Highway, Dilston.

The owner of the subject land is Gerald Archer. This application is made with the knowledge of the landowner, as required under section 52 of the *Land Use Planning and Approvals Act 1993*.

This application is made under the *Land Use Planning and Approvals Act 1993*, in accordance with Section 57 for a discretionary planning application. The proposal has been prepared in accordance with the provisions of the *Tasmanian Planning Scheme – Launceston* and the objectives of the *Land Use Planning and Approvals Act 1993*.

The proposal is summarised as:

- Use and Development for a Turf Growing Enterprise, including turf production, sheds and infrastructure development and is illustrated in plans, provided at Appendix B.

A Traffic Impact Assessment prepared by Ratio Consultants Pty Ltd is provided at Appendix C.

2. Subject Land and Locality

2.1 Subject Land Description

The subject site is comprised in Certificate of Title Volume 158192 Folio 1. A copy of the title is contained in Appendix A.

The subject site has a total area of approximately 423 hectares. The site is bisected by the East Tamar Highway, and located east of John Lees Drive. The Bell Bay Line (railway) adjoins the eastern boundary.

The site is vacant land, used historically for grazing purposes for cattle and in former years used also for the grazing of sheep. The development site has also in the past been used to grow fodder crops for grazing and cutting (hay and silage), with hay cut as recently as 2024. Several vehicular access points are provided to both John Lees Drive and East Tamar Highway.

A pipeline easement 10.06m wide burdens the western portion of the title, located between East Tamar Highway and John Lees Drive.

The subject site forms part of a larger farm holding, consisting of several titles, and the property is known as “Landfall”.

On an adjacent title (CT180102/1), and one also forming part of the “Landfall” holdings is an existing turf growing operations, which commenced under a former Planning Scheme for the provision of turf for UTAS stadium in Launceston.

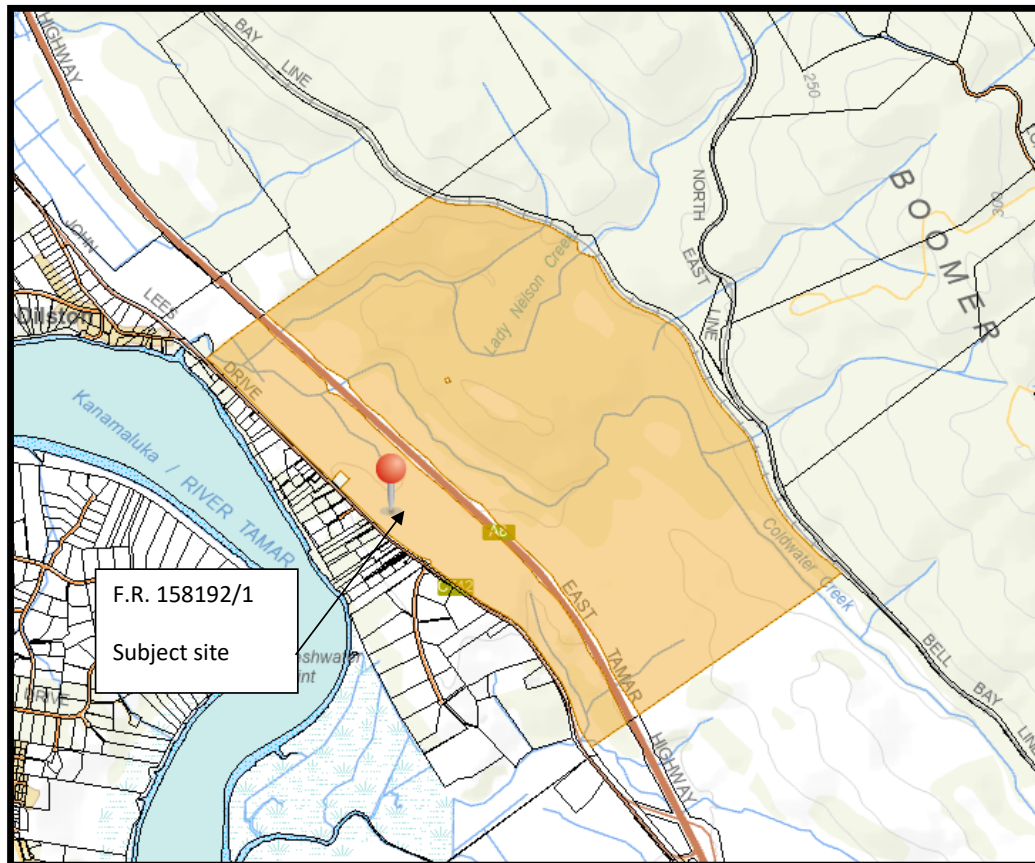


Figure 1: Locality Map 781 East Tamar Highway, Dilston

(Source: [LISTmap - Land Information System Tasmania \(thelist.tas.gov.au\)](http://thelist.tas.gov.au))

The site is surrounded by a mix of land uses. Grazing to the south, east and north, the “War Memorial Hall” is encompassed by the subject land, with residential parcels located to the west and along John Lees Drive.

2.2 Access and Movement

Access to and from the site is provided via two existing crossovers on John Lees Drive, which would be utilised separately for light and heavy vehicles movements. No additional access points are proposed.

2.3 Services

The subject site is located within the settlement of Dilston; it is provided with reticulated water as well as electricity and telecommunications.



2.4 Heritage

The subject site is identified to be of heritage significance, but only so far as it is one of several titles of the property known as “Landfall”. The subject site therefore is listed as part of the Local Heritage Place, LAU-C6.1.590. Landfall and Cottage THR ID 4116 are both located on separate titles to the proposed use and development.

2.5 Flora and Fauna

The site is located within the settlement of Dilston. A search of the Natural Values Atlas has revealed no recorded species within the location of the proposed use and development on the site.

3. Proposal

3.1 Development Proposal

The application seeks approval for use and development of the site at 781 East Tamar Highway, Dilston for a turf growing enterprise. The site is generally divided into two main operational areas: one for sports turf production and one for domestic turf production. These areas will have slightly different operating characteristics over the course of a typical year:

- Sports turf would be sown, grown for approximately 12 months and then harvested once per year.
- Domestic turf would be continually sown and harvested year-round in accordance with the expected demand.

The operation will initially be staffed by two full-time employees immediately post-development, with staffing levels expected to increase to a maximum of six (6) full-time employees over time.

No formalised car parking is provided; however vehicles are expected to be parked informally within the sealed hardstand area fronting the proposed Shed 1.

Two sheds are proposed, one adjacent to the existing light vehicle access at the northern end of the sports turf growing area and one adjacent to the domestic turf growing area. Shed 1 is to be 35.0m x 12.0m x 5.0m (wall). Shed 2 is to be 12.0m x 7.0m x 3.0m (wall). A 22,500l water tank is proposed adjacent to Shed 1 and a separate 22,500l water tank is proposed adjacent to Shed 2. Water from the tank adjacent to Shed 1 will be used for irrigation purposes.

A proposed 3.5m wide gravel driveway is proposed connecting the turf growing areas, proposed sheds, and vehicular access points. A 4.0m wide hedging screen between the proposed development and the frontage to John Less Drive is also proposed. It is proposed to be planted with Leighton Screens which are a quick growing species and easy to maintain. If Council and/or the community would prefer this planting to be of a number of native vegetation species, the proponent is amenable to this being conditioned upon any approval, however it must be noted that native species are generally slower to grow and may have in time maintenance issues and aesthetic values may diminish over time.



Whilst this application is a retrospective development application seeking approval, many activities occurring on the site in recent months remain consistent with what could reasonably occur for grazing, the existing use of the site and a use which is a No Permit Required land use.

At a point in time in recent weeks, netting has been laid to stabilise grass and soil, and at this point in time the activity shifted away from what is ordinarily required for grazing and into true turf growing, that is, growing turf specifically for harvest into rolls or slabs for commercial or domestic supply, including associated transport, as "Landfall" has not utilised netting in the past for stabilisation of grass and soil previously. The change of use now seeks a retrospective planning permit. Proposed development includes the construction of the two outbuildings and water tanks, establishment of screen planting.

All plans and details of the proposal are provided at Appendix B to this submission.

4. Planning Assessment

4.1 Tasmanian Planning Scheme – Launceston

The subject site is zoned Rural Living B and Agriculture within the *Tasmanian Planning Scheme*, version 16, effective 4th March 2026, and the *Launceston Local Provisions Schedule*, version 25, effective 15th May 2026. The proposed use and development is located wholly within the Rural Living zoned portion of the site located between the East Tamar Highway and John Lees Drive. The proposed use and development portion of the site is subject to the Scenic road corridor overlay, Bushfire-prone areas overlay and the Local heritage place overlay.

The proposed use and development is not located within the areas of the site subject to the priority vegetation area overlay, the waterway and coastal protection area overlay and the landslip hazard bands.

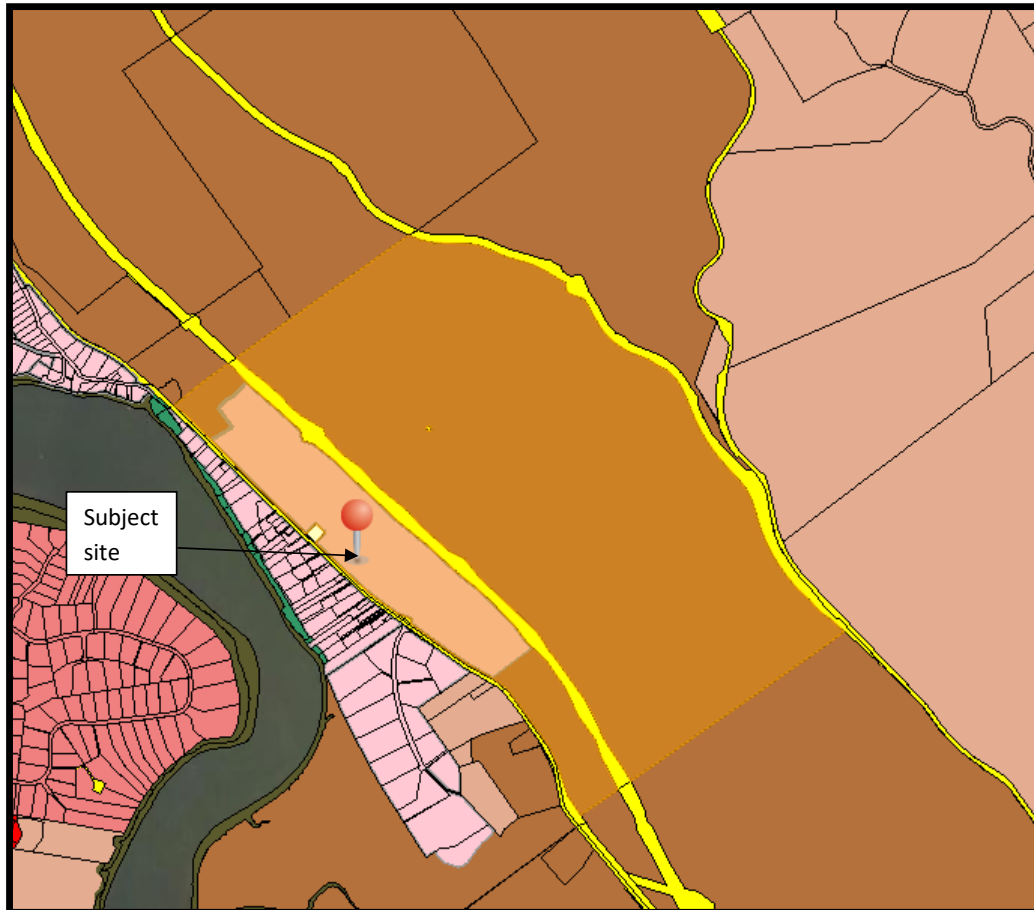


Figure 2: Zoning Map

(Pink = Rural Living Zone, Brown = Agriculture Zone, Yellow = Utilities Zone)

(Source: [LISTmap - Land Information System Tasmania \(thelist.tas.gov.au\)](http://thelist.tas.gov.au))

GENERAL PROVISIONS		
7.1	Changes to an Existing Non-conforming Use	Not applicable
7.2	Development for Existing Discretionary Uses	Not applicable
7.3	Adjustment of a Boundary	Not applicable
7.4	Change of Use of a Place listed on the Tasmanian Heritage Register or a Local Heritage Place	Not applicable



7.5	Change of Use	Not applicable
7.6	Access and Provision of Infrastructure Across Land in Another Zone	Not applicable
7.7	Buildings Projecting onto Land in a Different Zone	Not applicable
7.8	Port and Shipping in Proclaimed Wharf Areas	Not applicable
7.9	Demolition	Not applicable
7.10	Development Not Required to be Categorised into a Use Class	Not applicable
7.11	Use or Development Seaward of the Municipal District	Not applicable
7.12	Sheds on Vacant Sites	Not applicable
7.13	Temporary Housing	Not applicable
7.14	Container Refund Points	Not applicable
7.15	Subdivision of a lot in more than one zone	Not applicable

11.0 Rural Living Zone

11.2 Use Table

The proposed use fits the use class of **Resource Development** which is a Discretionary Use in accordance with Table 11.2, if (a) not for intensive animal husbandry or plantation forestry; or (b) not listed as No Permit Required.

Permitted land uses and development which could otherwise be approved in the zone must have some consideration when determining the nature and impact a turf growing operation may have on the surrounding area, as opposed also to the existing use rights of grazing (a No Permit Required use). Permitted land uses within the rural living zone include residential (if for a home-based business) and visitor accommodation, which is unqualified, allowing therefore for varying types and scale of visitor accommodation including camping and caravan park, holiday cabin, motel for example.

The zone also provides opportunity for subdivision for future residential development. The Rural Living Zone B would allow lots with a minimum area of 2ha (acceptable solution).

The proponents wish to continue to commit to maintaining the land for agriculture and not for housing development, with the proposed use and development a minimum of a 10-year investment.

Use Class

Resource Development

“use of land for propagating, cultivating or harvesting plants or for keeping and breeding of livestock or fishstock. If the land is so used, the use may include the handling, packing or



storing of produce for dispatch to processors. Examples include agricultural use, aquaculture, controlled environment agriculture, crop production, horse stud, intensive animal husbandry, plantation forestry, forest operations, turf growing and marine farming shore facility.”

Turf Growing

“means use of land for growing grass which is cut into sods or rolls containing the roots and some soil for direct transplanting.”

11.0 Rural Living Zone	
27.1 Zone Purpose	
The purpose of the Rural Living Zone is:	
11.1.1 To provide for residential use or development in a rural setting where:	
(a) services are limited; or	
(b) existing natural and landscape values are to be retained.	
11.1.2 To provide for compatible agricultural use and development that does not adversely impact on residential amenity.	
11.1.3 To provide for other use or development that does not cause an unreasonable loss of amenity, through noise, scale, intensity, traffic generation and movement, or other off site impacts.	
11.1.4 To provide for Visitor Accommodation that is compatible with residential character.	
Comment	
The proposal is for an agricultural use that would not adversely impact on residential amenity. The proposed use is consistent with the zone purpose.	
11.3 Use Standards	
11.3.1 Discretionary uses	
Objective:	
That Discretionary uses do not cause an unreasonable loss of amenity to adjacent sensitive uses.	
Acceptable Solutions	Performance Criteria
A1 Hours of operation of a use listed as Discretionary, excluding Emergency Services or Resource Development, must be within the hours of:	P1 Hours of operation of a use listed as Discretionary, excluding Emergency Services or Resource Development, must not cause an unreasonable loss of amenity to adjacent sensitive uses, having regard to:
(a) 8.00am to 6.00pm Monday to Friday;	(a) The timing, duration or extent of vehicle movements; and
(b) 9.00am to 12.00 noon Saturday; and	(b) Noise, lighting or other emissions.
(c) Nil on Sunday and public holidays.	
Comment	
Not applicable, Resource Development use proposed.	
A2 External lighting for a use listed as Discretionary:	P2 External lighting for a use listed as Discretionary, must not cause an unreasonable loss of amenity to adjacent sensitive uses, having regard to:
(a) Must not operate within the hours of 7.00pm to 7.00am, excluding any security lighting; and	(a) The number of proposed light sources and their intensity;



(b) Security lighting must be baffled so that direct light does not extend into the adjoining property.	(b) The location of the proposed light sources; (c) The topography of the site; and (d) Any existing light sources.
Comment Acceptable solution met. External lighting will operate within the parameters of the hours stipulated with the acceptable solution.	
A3 Commercial vehicle movements and the unloading and loading of commercial vehicles for a use listed as Discretionary, excluding Emergency Services, must be within the hours of: (a) 7.00am to 5.00pm Monday to Friday; (b) 9.00am to 12 noon Saturday; and (c) Nil on Sunday and public holidays.	P3 Commercial vehicle movements and the unloading and loading of commercial vehicles for a use listed as Discretionary, excluding Emergency, must not cause an unreasonable loss of amenity to adjacent sensitive uses, having regard to: (a) The extent and timing of traffic generation; (b) The dispatch of goods and materials; and (c) The existing levels of amenity.
Comment It is proposed that commercial vehicle movement and the unloading and loading of commercial vehicles be within the hours of: 7.00am to 5.00pm Monday to Friday; and 7.00am to 12 noon Saturday. The extension to commercial vehicles movements is proposed only for Saturday, and this will be for infrequent operations, to allow for dispatch of the turf product. As the vehicular access for truck and deliveries is via the existing southern access to John Lees Drive, and with the implementation of the screen plantings the anticipated commercial vehicle movements between 7.00am and 9.00am Saturday is not expected to cause an unreasonable loss of amenity to adjacent sensitive uses. The variation to vehicle movements is not dissimilar to existing machinery and staff movements directly associated with the existing grazing activities undertaken on the site. The land adjacent to the turf growing operation on the site will continue to be used for grazing, as well as for the production of silage and/or hay in the Spring, and the operations of the Resource Development use could occur 24/7, with vehicle movements for the continued land use possible outside day light hours. The proposal is consistent with the performance criteria.	
11.3.2 Visitor Accommodation Not applicable.	
11.4 Development Standards for Building and Works 11.4.1 Site coverage Objective: That the site coverage: (a) Is compatible with the character of existing development in the area; and	



(b) Assists with the management of stormwater runoff.	
Acceptable Solutions	Performance Criteria
A1 The site coverage must be not more than 400m ² .	P1 The site coverage must be consistent with that existing on established properties in the area, having regard to: (a) The topography of the site; (b) The capacity of the site to absorb runoff; (c) The size and shape of the site; (d) The existing buildings and any constraints imposed by existing development; (e) The need to remove vegetation; and (f) The character of development existing on established properties in the area.
Comment The proposed site coverage is 504m ² . The site coverage is consistent with that existing on established properties in the area. The development consists of two separate sheds, reducing any apparent bulk of the development. The subject site comprises of approximately 423 hectares. The proposed outbuildings are similar in scale to many other outbuildings located on the "Landfall" property. The site coverage is also a very small proportion of the overall site area. There are a number of existing established properties in the area which have a site coverage of similar m ² than that proposed, albeit on much smaller land sizes, whereby the perceived proportion of site coverage is much larger. The area is characterised by buildings of generous footprint, with a number of dwellings having associated outbuildings, and the size coverage would therefore exceed 400m ² . Even the adjacent title CT247000/1 which accommodates the Dilston "War Memorial Hall" and outbuilding has a site coverage above 400m ² , and similar to that proposed. The proposal is consistent with the performance criteria.	

11.4.2 Building height, setback and siting	
Objective: That height, setback and siting of buildings: (a) Is compatible with the character of the area; (b) Does not cause an unreasonable loss of amenity; (c) Minimises the impact on the natural values of the area; and (d) Minimises the impact on adjacent uses.	
Acceptable Solutions	Performance Criteria
A1 Building height must be not more than 8.5m.	P1 Building height must be compatible with the character of the area and not cause an unreasonable loss of amenity to adjoining properties having regard to: (a) The topography of the site; (b) The height, bulk and form of existing buildings on the site and adjoining properties; (c) The bulk and form of proposed buildings;



	(d) Sunlight to habitable rooms and private open space in adjoining properties; and (e) Any overshadowing of adjoining properties or public places.
Comment The proposed building height will not be more than 8.5m. Acceptable solution met.	
A2 Buildings must have a setback from a frontage of not less than 20m.	P2 Buildings must be sited to be compatible with the character of the area, having regard to: (a) The topography of the site; (b) The setbacks of adjacent buildings; (c) The height, bulk and form of existing and proposed buildings; (d) The appearance when viewed from roads and public places; and (e) The retention of vegetation.
Comment Acceptable solution is met for Proposed Shed 1. Shed 1 is to have a setback from a frontage of 48.0m. Proposed Shed 2 is to be located 12.5m from a frontage (frontage with John Lees Drive). This is the smaller of the two proposed sheds and will be 12.0m x 7.0m with a wall height of 3.0m. Shed 2 is to be clad with Colorbond walls and roof. The roof will be of Monument colour and the walls will be of Deep Ocean colour. Screen plantings are proposed between Shed 2 and John Lees Drive frontage. It is proposed to be planted with Leighton Screens which are a quick growing species and easy to maintain. If Council and/or the community would prefer this planting to be of several native vegetation species, the proponent is amenable to this being conditioned upon any approval, however it must be noted that native species are generally slower to grow and may have in time maintenance issues and aesthetic values may diminish over time. Shed 2 siting is compatible with the character of the area. The location of the proposed shed is relatively flat land, the setback is consistent with setbacks of adjacent buildings, the shed will have a setback greater than the Dilston "War Memorial Hall" structure to John Lees Drive, as well as a number of buildings on the western side of John Lees Drive. With the implementation of the screen plantings, the physical separation from the frontage and the proposed scale, size, height and colours, the outbuilding will be compatible with the character of the area. It is noted that the title has dual zoning, with the Agriculture Zone allowing a 5m setback from all boundaries, including frontage setback. The Agriculture zoning of the title is within 400m of the proposed shed. This is relevant in consideration against the performance criteria, as other outbuildings could be considered on the same title with a lesser setback than that proposed for Shed 2 to the frontage with John Lees Drive. The setback is therefore not unreasonable in that respect. The proposal is consistent with the performance criteria.	
A3 Buildings must have a setback from side and rear boundaries of not less than 10m.	P3 Buildings must be sited to not cause an unreasonable loss of amenity to adjoining properties, having regard to:



	(a) The topography of the site; (b) The size, shape and orientation of the site; (c) The setbacks of surrounding buildings; (d) The height bulk and form of existing and proposed buildings; (e) The character of the development existing on established properties in the area; and (f) Any overshadowing of adjoining properties or public places.
Comment Proposed Shed 1 is to be located no closer than 16.5m from a side or rear boundary. Shed 2 is to be located well in excess of 10.0m from a side or rear boundary. Acceptable solution met.	
A4 Buildings for a sensitive use must be separated from an Agriculture Zone or Rural Zone a distance of: (a) Not less than 200m; or (b) If the setback of an existing building is within 200m, not less than the existing building.	P4 Buildings for a sensitive use must be sited so as to not conflict or interfere with uses in the Agriculture Zone or Rural Zone, having regard to: (a) The size, shape and topography of the site; (b) The separation of any existing buildings for sensitive uses on adjoining properties; (c) The existing and potential use of adjoining properties; (d) Any proposed attenuation measures; and (e) Any buffers created by natural or other features.
Comment Not applicable. No building for a sensitive use is proposed.	

11.5 Subdivision
Not applicable.

CODES	
C1.0 Signs Code	Not applicable, no signage forms part of this application.
C2.0 Parking and Sustainable Transport Code	See code assessment.
C3.0 Road and Railway Assets Code	See code assessment.
C4.0 Electricity Transmission Infrastructure Protection Code	Not applicable.
C5.0 Telecommunications Code	Not applicable.



C6.0	Local Historic Heritage Code	Applicable, Local Heritage Place.
C7.0	Natural Assets Code	Not applicable.
C8.0	Scenic Protection Code	Applicable, Scenic Road Corridor.
C9.0	Attenuation Code	Not applicable.
C10.0	Coastal Erosion Hazard Code	Not applicable.
C11.0	Coastal Inundation Hazard Code	Not applicable.
C12.0	Flood-Prone Areas Hazard Code	Not applicable.
C13.0	Bushfire-Prone Areas Code	Not applicable, not for subdivision, hazardous use or vulnerable use.
C14.0	Potentially Contaminated Land Code	Not applicable.
C15.0	Landslip Hazard Code	Not applicable.
C16.0	Safeguarding of Airports Code	Not applicable.

C2.0 Parking and Sustainable Transport Code	
C2.1 Code Purpose	
The purpose of the Parking and Sustainable Transport Code is: C2.1.1 To ensure that an appropriate level of parking facilities is provided to service use and development. C2.1.2 To ensure that cycling, walking and public transport are encouraged as a means of transport in urban areas. C2.1.3 To ensure that access for pedestrians, vehicles and cyclists is safe and adequate. C2.1.4 To ensure that parking does not cause an unreasonable loss of amenity to the surrounding area. C2.1.5 To ensure that parking spaces and accesses meet appropriate standards. C2.1.6 To provide for parking precincts and pedestrian priority streets.	
Comment	
Complies with the Code Purpose.	

C2.5 Use Standards	
C2.5.1 Car parking numbers	
Objective: That an appropriate level of car parking spaces are provided to meet the needs of the use.	
Acceptable Solutions	Performance Criteria



A1 The number of on-site car parking spaces must be no less than the number specified in Table C2.1, excluding if: (a) the site is subject to a parking plan for the area adopted by council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan; (b) the site is contained within a parking precinct plan and subject to Clause C2.7; (c) the site is subject to Clause C2.5.5; or (d) it relates to an intensification of an existing use or development or a change of use where: (i) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is greater than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case no additional on-site car parking is required; or (ii) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is less than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case on-site car parking must be calculated as follows: $N = A + (C - B)$ N = Number of on-site car parking spaces required A = Number of existing on site car parking spaces B = Number of on-site car parking spaces required for the	P1.1 The number of on-site car parking spaces for uses, excluding dwellings, must meet the reasonable needs of the use, having regard to: (a) the availability of off-street public car parking spaces within reasonable walking distance of the site; (b) the ability of multiple users to share spaces because of: (i) variations in car parking demand over time; or (ii) efficiencies gained by consolidation of car parking spaces; (c) the availability and frequency of public transport within reasonable walking distance of the site; (d) the availability and frequency of other transport alternatives; (e) any site constraints such as existing buildings, slope, drainage, vegetation and landscaping; (f) the availability, accessibility and safety of on-street parking, having regard to the nature of the roads, traffic management and other uses in the vicinity; (g) the effect on streetscape; and (h) any assessment by a suitably qualified person of the actual car parking demand determined having regard to the scale and nature of the use and development. P1.2 The number of car parking spaces for dwellings must meet the reasonable needs of the use, having regard to:
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existing use or development specified in Table C2.1 C= Number of on-site car parking spaces required for the proposed use or development specified in Table C2.1.	(a) the nature and intensity of the use and car parking required; (b) the size of the dwelling and the number of bedrooms; and (c) the pattern of parking in the surrounding area.
Comment Table C2.1 does not have a requirement to provide car parking for Resource Development use class. Notwithstanding this, no formal car parking is proposed, however, the site is capable of accommodating at least 12 vehicles within the sealed car parking area fronting proposed Shed 1 which is more than sufficient to accommodate the expected maximum 6 staff on-site. The proposal meets the acceptable solution.	

C2.5.2 Bicycle parking numbers	
Objective: That an appropriate level of bicycle parking spaces are provided to meet the needs of the use.	
Acceptable Solutions	Performance Criteria
A1 Bicycle parking spaces must: (a) Be provided on the site or within 50m of the site; and (b) Be no less than the number as specified in Table C2.1.	P1 Bicycle parking spaces must be provided to meet the reasonable needs of the use, having regard to: (a) The likely number of users of the site and their opportunities and likely need to travel by bicycle; and (b) The availability and accessibility of existing and any planned parking facilities for bicycles in the surrounding area.
Comment Table C2.1 does not have a requirements for bicycle parking for Resource Development use class. The proposal meets the acceptable solution.	

C2.5.3 Motorcycle parking numbers
Objective: That an appropriate level of motorcycle parking is provided to meet the needs of the use.



Acceptable Solutions	Performance Criteria
A1 The number of on-site motorcycle parking spaces for all uses must: (a) Be no less than the number specified in Table C2.4; and (b) If an existing use or development is extended or intensified, the number of on-site motorcycle parking spaces must be based on the proposed extension or intensification, provided the existing number of motorcycle parking spaces is maintained.	P1 Motorcycle parking spaces for all uses must be provided to meet the reasonable needs of the use, having regard to: (a) The nature of the proposed use and development; (b) The topography of the site; (c) The location of existing buildings on the site; (d) Any constraints imposed by existing development; and (e) The availability and accessibility of motorcycle parking spaces on the street or in the surrounding area.
Comment Table C2.4 has no requirement for the provision of motorcycle parking spaces for a use requiring 0-20 car parking spaces. The proposal meets the acceptable solution.	

C2.5.4 Loading bays	
Objective: That adequate access for goods delivery and collection is provided, and to avoid unreasonable loss of amenity and adverse impacts on traffic flows.	
Acceptable Solutions	Performance Criteria
A1 A loading bay must be provided for uses with a floor area of more than 1000m² in a single occupancy.	P1 Adequate space for loading and unloading of vehicles must be provided, having regard to: (a) The type of vehicles associated with the use; (b) The nature of the use; (c) The frequency of loading and unloading; (d) The location of the site; (e) The nature of traffic in the surrounding area; (f) The area and dimensions of the site; and (g) The topography of the site; (h) The location of existing buildings on the site; and



	(i) Any constraints imposed by existing development.
Comment As the floor area of each of the proposed buildings is less than 1000m², a loading bay is not required. Not applicable.	

C2.5.5 Number of car parking spaces within the General Residential Zone and Inner Residential Zone	
Objective: To: (a) Facilitate the reuse of existing non-residential buildings within the General Residential Zone and Inner Residential Zone; and (b) To not cause an unreasonable impact on residential amenity by the car parking generated by that reuse.	
Acceptable Solutions	Performance Criteria
A1 Within existing non-residential buildings in the General Residential Zone and Inner Residential Zone, on-site car parking is not required for: (a) Food Services uses up to 100m² floor area or 30 seats, whichever is the greater; and (b) General Retail and Hire uses up to 100m² floor area, provided the use complies with the hours of operation specified in the relevant Acceptable Solution for the relevant zone.	P1 Within existing non-residential buildings in the General Residential Zone and Inner Residential Zone, the number of on-site car parking spaces must be sufficient to meet the reasonable needs of users and must not create an unreasonable impact on residential amenity, having regard to: (a) Car parking demand generated by the proposed use during its proposed hours of operation; (b) The availability of on-street and public car parking in the surrounding area; (c) The availability and frequency of public transport within a 400m walking distance of the site; (d) The availability and likely use of other modes of transport; (e) The availability and suitability of alternative arrangements for car parking provision;



	(f) Any reduction in car parking demand due to the sharing of car parking spaces by multiple uses, either because of variation of car parking demand over time or because of efficiencies gained from the consolidation of shared car parking spaces; (g) Any car parking deficiency or surplus associated with the existing use of the land; (h) Any relevant parking plan for the area adopted by council; (i) Any existing on-street car parking restrictions; and (j) The proportion of residential properties without off-street parking within 100m radius of the subject sit.
Comment Not applicable.	

C2.6 Development Standards for Buildings and Works C2.6.1 Construction of parking areas	
Objective: That parking areas are constructed to an appropriate standard.	
Acceptable Solutions	Performance Criteria
A1 All parking, access ways, manoeuvring and circulation spaces must: (a) be constructed with a durable all weather pavement; (b) be drained to the public stormwater system, or contain stormwater on the site; and (c) excluding all uses in the Rural Zone, Agriculture Zone, Landscape Conservation Zone, Environmental Management Zone,	P1 All parking, access ways, manoeuvring and circulation spaces must be readily identifiable and constructed so that they are useable in all weather conditions, having regard to: (a) the nature of the use; (b) the topography of the land; (c) the drainage system available;



Recreation Zone and Open Space Zone, be surfaced by a spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement.	(d) the likelihood of transporting sediment or debris from the site onto a road or public place; (e) the likelihood of generating dust; and (f) the nature of the proposed surfacing.
Comment The proposed parking areas is an existing sealed surface, which is to be retained. Other internal roads within the site would be constructed with a gravel pavement and surface suitable for use in all weather conditions. It is understood that stormwater would be collected on-site and used for irrigation. Accordingly, the proposed construction of parking areas, access ways, manoeuvring and circulation spaces are considered appropriate for the use and therefore the proposed development complies with the performance criteria.	

C2.6.2 Design and layout of parking areas	
Objective:	
That parking areas are designed and laid out to provide convenient, safe and efficient parking.	
Acceptable Solutions	Performance Criteria
A1.1 Parking, access ways, manoeuvring and circulation spaces must either: (a) comply with the following: (i) have a gradient in accordance with Australian Standard AS 2890 - Parking facilities, Parts 1-6; (ii) provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces; (iii) have an access width not less than the requirements in Table C2.2;	P1 All parking, access ways, manoeuvring and circulation spaces must be designed and readily identifiable to provide convenient, safe and efficient parking, having regard to: (a) the characteristics of the site; (b) the proposed slope, dimensions and layout; (c) useability in all weather conditions; (d) vehicle and pedestrian traffic safety; (e) the nature and use of the development; (f) the expected number and type of vehicles; (g) the likely use of the parking areas by persons with a disability;



(iv) have car parking space dimensions which satisfy the requirements in Table C2.3; (v) have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table C2.3 where there are 3 or more car parking spaces; (vi) have a vertical clearance of not less than 2.1m above the parking surface level; and (vii) excluding a single dwelling, be delineated by line marking or other clear physical means; or (b) comply with Australian Standard AS 2890- Parking facilities, Parts 1-6. A1.2 Parking spaces provided for use by persons with a disability must satisfy the following: (a) be located as close as practicable to the main entry point to the building; (b) be incorporated into the overall car park design; and (c) be designed and constructed in accordance with Australian/New Zealand Standard AS/NZS 2890.6:2009 Parking facilities, Off-street parking for people with disabilities.¹ ¹ Requirements for the number of accessible car parking spaces are specified in part D3 of the National Construction Code 2016.	(h) the nature of traffic in the surrounding area; (i) the proposed means of parking delineation; and (j) the provisions of Australian Standard AS 2890.1:2004 - Parking facilities, Part 1: Off-street car parking and AS 2890.2 -2002 Parking facilities, Part 2: Off-street commercial vehicle facilities.
Comment The proposed development generally complies with the requirements of AS 2890 series including: - While no formal car parking spaces are provided, the proposed car parking area contains a hardstand of around 30 metres x 11.5 metres which is sufficient to store at least 12 cars in a layout that conforms to the Australian Standard.	



- Access dimensions and the width of internal roadways complies with the requirements of the Standard (subject to the requirement to upgrade access points in accordance with the Tasmanian Standard Drawings).
- The site is relatively flat and is expected that gradient requirements for light and heavy vehicles are met.
- There is sufficient sight distance at both access points in accordance with the relevant Australian Standard.

The proposal is considered to comply with C2.6.2 – A1.1 (b).

C2.6.3 Number of accesses for vehicles	
Objective: That: (a) access to land is provided which is safe and efficient for users of the land and all road network users, including but not limited to drivers, passengers, pedestrians and cyclists by minimising the number of vehicle accesses; (b) accesses do not cause an unreasonable loss of amenity of adjoining uses; and (c) the number of accesses minimise impacts on the streetscape.	
Acceptable Solutions	Performance Criteria
A1 The number of accesses provided for each frontage must: (a) be no more than 1; or (b) no more than the existing number of accesses, whichever is the greater.	P1 The number of accesses for each frontage must be minimised, having regard to: (a) any loss of on-street parking; and (b) pedestrian safety and amenity; (c) traffic safety; (d) residential amenity on adjoining land; and (e) the impact on the streetscape.
Comment The number of accesses will be no more than the existing number of accesses per frontage. The proposal will retain vehicular access via the two existing crossovers located along the site's western boundary on John Lees Drive. Acceptable solution met.	
A2	P2



Within the Central Business Zone or in a pedestrian priority street no new access is provided unless an existing access is removed.	Within the Central Business Zone or in a pedestrian priority street, any new accesses must: (a) not have an adverse impact on: (i) pedestrian safety and amenity; or (ii) traffic safety; and (b) be compatible with the streetscape.
Comment Not applicable.	

C2.6.4 Lighting of parking areas within the General Business Zone and Central Business Zone
Not applicable.

C2.6.5 Pedestrian access	
Objective: That pedestrian access within parking areas will be provided in a safe and convenient manner.	
Acceptable Solutions	Performance Criteria
A1.1 Uses that require 10 or more car parking spaces must: (a) Have a 1m wide footpath that is separated from the access ways or parking aisles, excluding where crossing access ways or parking aisles, by: (i) a horizontal distance of 2.5m between the footpath and the access way or parking aisle; or (ii) protective devices such as bollards, guard rails or planters between the footpath and the access way or parking aisle; and (b) Be signed and line marked at points where pedestrians cross access ways or parking aisles.	P1 Safe and convenient pedestrian access must be provided within parking areas, having regard to: (a) The characteristics of the site; (b) The nature of the use; (c) The number of parking spaces; (d) The frequency of vehicle movements; (e) The needs of persons with a disability; (f) The location and number of footpath crossings; (g) Vehicle and pedestrian traffic safety; (h) The location of any access ways or parking aisles; and (i) Any protective devices proposed for pedestrian safety.



A1.2 In parking areas containing accessible car parking spaces for use by persons with a disability, a footpath having a width not less than 1.5m and a gradient not steeper than 1 in 14 is required from those spaces to the main entry point to the building.	
<u>Comment</u> As the site does not trigger a requirement for 10 or more car parking spaces and no on-site car parking is proposed, this Clause is not applicable.	

C2.6.6 Loading bays	
Objective: That the area and dimensions of loading bays are adequate to provide safe and efficient delivery and collection of goods.	
Acceptable Solutions A1 The area and dimensions of loading bays and access way areas must be designed in accordance with <i>Australian Standard AS 2890.2-2002, Parking facilities, Part 2: Offstreet commercial vehicle facilities</i>, for the type of vehicles likely to use the site.	Performance Criteria P1 Loading bays must have an area and dimensions suitable for the use, having regard to: (a) The types of vehicles likely to use the site; (b) The nature of the use; (c) The frequency of loading and unloading; (d) The area and dimensions of the site; (e) The topography of the site; (f) The location of existing buildings on the site; and (g) Any constraints imposed by existing development.
<u>Comment</u> The internal road layout comprises existing truck access, which would be upgraded to comply with the Tasmanian Standard Drawing TSD-RD05, connecting to a 3.5 metre wide gravel access road running the length of the turf growing area and connecting to the sealed carpark at the northern end of the site.	



In order to ensure compliance with AS 2890.2 all internal intersections will have a minimum inside radius of 15 metres so that trucks can be fully contained within the gravel pavement while turning within the site. A turning area is available within the hardstand located adjacent to proposed Shed 1 which will allow trucks to exit the site via the designated truck access point (the southern access). The proposed development complies with the acceptable solution.	
A2 The type of commercial vehicles likely to use the site must be able to enter, park and exit the site in a forward direction in accordance with <i>Australian Standard AS 2890.2 – 2002, Parking Facilities, Part 2: Parking facilities – Off-street commercial vehicles facilities.</i>	P2 Access for commercial vehicles to and from the site must be safe, having regard to: (a) The types of vehicles associated with the use; (b) The nature of the use; (c) The frequency of loading and unloading; (d) The area and dimensions of the site; (e) The location of the site and nature of traffic in the area of the site; (f) The effectiveness or efficiency of the surrounding road network; and (g) Site constraints such as existing buildings, slope, drainage, vegetation, parking and landscaping.
<u>Comment</u> The vehicles accessing the site can enter, park and exit the site in a forward direction. Acceptable solution met.	

C2.6.7 Bicycle parking and storage facilities within the General Business Zone and Central Business Zone
Not applicable.

C2.6.8 Siting of parking and turning areas
Not applicable.

C2.7 Parking Precinct Plan
Not applicable.

C3.0 Road and Railway Assets Code
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C3.1 Code Purpose
The purpose of the Road and Railway Assets Code is: C3.1.1 To protect the safety and efficiency of the road and railway networks; and C3.1.2 To reduce conflicts between sensitive uses and major roads and the rail network.
Comment Complies with the Code Purpose.

C3.5 Use Standards	
C3.5.1 Traffic generation at a vehicle crossing, level crossing or new junction	
Objective: To minimise any adverse effects on the safety and efficiency of the road or rail network from vehicular traffic generated from the site at an existing or new vehicle crossing or level crossing or new junction.	
Acceptable Solutions	Performance Criteria
A1.1 For a category 1 road or a limited access road, vehicular traffic to and from the site will not require: (a) A new junction; (b) A new vehicle crossing; or (c) A new level crossing. A1.2 For a road, excluding a category 1 road or a limited access road, written consent for a new junction, vehicle crossing, or level crossing to serve the use and development has been issued by the road authority. A1.3 For the rail network, written consent for a new private level crossing to serve the use and	P1 Vehicular traffic to and from the site must minimise any adverse effects on the safety of a junction, vehicle crossing or level crossing or safety or efficiency of the road or rail network, having regard to: (a) Any increase in traffic caused by the use; (b) The nature of the traffic generated by the use; (c) The nature of the road; (d) The speed limit and traffic flow of the road; (e) Any alternative access to a road; (f) The need for the use; (g) Any traffic impact assessment; and (h) Any advice received from the rail or road authority.



development has been issued by the rail authority. A1.4 Vehicular traffic to and from the site, using an existing vehicle crossing or private level crossing, will not increase by more than: (a) The amounts in Table C3.1; or (b) Allowed by a licence issued under Part IVA of the <i>Road and Jetties Act 1935</i> in respect to a limited access road. A1.5 Vehicular traffic must be able to enter and leave a major road in a forward direction.	
<u>Comment</u> A1.1 – John Lees Drive is not a Category 1 road, or a limited access road. Not applicable. A1.2 – No new access is proposed. Not applicable. A1.3 – Not applicable. There is no private level crossing required. A1.4 - The proposed use and development is expected to generate up to a maximum of 22 light vehicle movements per day, and around 1-2 truck movements per day on average. This level of traffic does not exceed the thresholds set out in Table C3.1. Further vehicular traffic calculations and details are contained within the Traffic Impact Assessment, contained at Appendix C to this submission. Acceptable solution met. A1.5 – John Lees Drive is not a major road. Not applicable. Notwithstanding this, all vehicles will be able to enter and exit the site in a forward direction.	

C3.6 Development Standards for Buildings or Works
C3.6.1 Habitable buildings for sensitive uses within a road or railway attenuation area
Not applicable.

C6.0 Local Historic Heritage Code
C6.1 Code Purpose



The purpose of the Local Historic Heritage Code is: C6.1.1 To recognise and protect: (a) The local historic heritage significance of local places, precincts, landscapes and areas of archaeological potential; and (b) Significant trees C6.1.2 This codes does not apply to Aboriginal heritage values.
Comment Complies with the Code Purpose.

C6.6 Development Standards for Local Heritage Places	
C6.6.1 Demolition	
Objective: That the demolition or removal of buildings do not cause an unacceptable impact on the local historic heritage significance of local heritage places.	
Acceptable Solutions	Performance Criteria
A1 No Acceptable Solution.	P1 Demolition or removal of buildings on a local heritage place must not cause an unacceptable impact on the local historic heritage significance of the place, having regard to: (a) The physical condition of the local heritage place; (b) The extent and rate of deterioration of the building or structure; (c) The safety of the building or structure; (d) The streetscape or setting in which the building or structures is located; (e) The historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (f) Any options to reduce or mitigate deterioration; (g) Whether demolition is a reasonable option to secure the long-term future of a building or structure; and



	(h) Any economic considerations.
Comment Not applicable, no demolition proposed.	

C6.6.2 Site coverage	
Objective: That site coverage is compatible with the local historic heritage significance of local heritage places.	
Acceptable Solutions	Performance Criteria
A1 No Acceptable Solution.	P1 The site coverage must be compatible with the local historic heritage significance of a local heritage place, having regard to: (a) The topography of the site; and (b) The historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person.
Comment The proposed site coverage will be compatible with the local historic heritage significant of a local place. The proposed development site is relatively flat for the proposed turf growing areas and associated development; however the local heritage place consists of several titles, with undulating topography throughout the property known as 'Landfall'. 'Landfall' does not have any identified historic heritage values in the relevant Local Provisions Schedule (LAU-C6.1.590). The Tasmanian Heritage Register Datasheet does not specifically identify any historic heritage values. The Datasheet notes that the place is importance in demonstrating the principal characteristics of a class of place in Tasmania's history. <i>"'Landfall' is of historic heritage significance because of its ability to demonstrate the principal characteristics of a three storey Old Colonial Georgian mill building (although it has always been used as a residence), and its associated buildings including a Federation Bungalow house. The cottage is of historic heritage significance because of its ability to demonstrate the principal characteristics of a Federation Bungalow style house."</i>	



The Datasheet further notes that the place has a strong special association with a particular community or cultural group for social or spiritual reasons.

"This site is of historic heritage significance because its townscape associations are regarded as importance to the community's sense of place."

'Landfall' homestead and Cottage are located on separate titles to the proposed turf growing enterprise. The site coverage proposed is of 504m², consisting of two separate sheds, similar in scale to many other outbuildings located on the "Landfall" property. The proposed development cannot be viewed from the Tasmanian Heritage listed buildings or titles, due to the undulating topography as well as physical separation. Landfall Hill is located between the proposed development and buildings of heritage significance on the Local Heritage Place, as well as development in Peddie Drive and along John Lees Drive. Contained at Appendix F to this submission is a Plan detailing the physical separation between "Landfall" homestead and Cottage (buildings of heritage significance) to the proposed buildings.

The proposal is consistent with the performance criteria.

C6.6.3 Height and bulk of buildings	
Objective: That the height and bulk of buildings are compatible with the local historic heritage significance of local heritage places.	
Acceptable Solutions	Performance Criteria
A1 No Acceptable Solution.	P1 The height and bulk of buildings must be compatible with the local historic heritage significance of a local heritage place, having regard to: (a) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) the character and appearance of the existing building or place; (c) the height and bulk of other buildings in the surrounding area; and



	(d) the setting of the local heritage place.
Comment The height and bulk of buildings proposed will be compatible with the local historic heritage significant of a local place. ‘Landfall’ homestead and Cottage are located on separate titles to the proposed turf growing enterprise. Shed 1 is to have a wall height of 5.0m, and Shed 2 is to have a wall height of 3.0m, similar in height and bulk to many other outbuildings and buildings located on the "Landfall" property. The proposed development cannot be viewed from the Tasmanian Heritage listed buildings or titles, due to the undulating topography as well as physical separation. Contained at Appendix F to this submission is a Plan detailing the physical separation between “Landfall” homestead and Cottage (buildings of heritage significance) to the proposed buildings. The proposal is consistent with the performance criteria.	

C6.6.4 Siting of buildings and structures	
Objective: That the siting of buildings is compatible with the local historic heritage significance of local heritage places.	
Acceptable Solutions	Performance Criteria
A1 No Acceptable Solution.	P1 The front, side and rear setbacks of a building must be compatible with the local historic heritage significance of the place, having regard to: (a) The historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) The topography of the site; (c) The size, shape, and orientation of the lot; and (d) The setbacks of other buildings in the surrounding area.



Comment

The setbacks of buildings proposed will be compatible with the local historic heritage significant of a local place.

‘Landfall’ homestead and Cottage are located on separate titles to the proposed turf growing enterprise. Shed 1 is to have a minimum setback of 16.5m to the closest boundary, and Shed 2 is to have a setback of 12.5m to the closest boundary, similar in setback to many other outbuildings and buildings located on the “Landfall” property. It is noted that other outbuildings on the property are within the Agriculture zone, which allows for a 5.0m setback. The proposed development cannot be viewed from the Tasmanian Heritage listed buildings or titles, due to the undulating topography as well as physical separation. Contained at Appendix F to this submission is a Plan detailing the physical separation between “Landfall” homestead and Cottage (buildings of heritage significance) to the proposed buildings.

The proposal is consistent with the performance criteria.

C6.6.5 Fences	
Objective: That fences are compatible with the local historic heritage significance of local heritage places.	
Acceptable Solutions	Performance Criteria
A1 New fences and gates on local heritage places must be designed and constructed to match existing original fences on the site.	P1 New fences and gates must be compatible with the local historic heritage significance of a local heritage place, having regard to: (a) The historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) The architectural style of the buildings on the site; (c) The dominant fencing style in the setting; (d) The original or previous fences on the site; and



	(e) The proposed height and location of the fence.
Comment Not applicable, no new fencing or gates proposed.	

C6.6.6 Roof form and materials	
Objective: That roof form and materials are compatible with the local historic heritage significance of local heritage places.	
Acceptable Solutions	Performance Criteria
A1 Replacement roofs on local heritage places which will be visible from any road or public open space adjoining the site, must be of a form and material to match the existing roof being replaced.	P1 Roof form and materials must be compatible with the local historic heritage significance of a local heritage place, having regard to: (a) The historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) The design, period of construction and materials of the building on the site that the roof directly relates to; (c) The dominant roofing style and materials in the setting; and (d) The streetscape.
Comment Not applicable, no replacement roofs on a local heritage place are proposed.	

C6.6.7 Building alterations, excluding roof form and materials
Objective: That building alterations, excluding roof form and materials, are compatible with the local historic heritage significance of local heritage places.



Acceptable Solutions	Performance Criteria
A1 No Acceptable Solution.	P1 Building alterations, excluding roof form and materials, of an existing building that is a local heritage place must be compatible with and not detract from the local historic heritage significance of the place, having regard to: (a) The historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) The design, period of construction and materials of the building on the site that the building alterations must directly relate to; (c) The dominant external building materials in the setting; and (d) The streetscape.
Comment Not applicable, no alterations to an existing building proposed. New outbuildings proposed only.	

C6.6.8 Outbuildings and structures	
Objective: That the siting of outbuildings and structures are compatible with the local historic heritage significance of local heritage places.	
Acceptable Solutions	Performance Criteria
A1 Outbuildings and structure on local heritage places must: (a) Not be located in the front setback; (b) Not be visible from any road or public open space adjoining the site; (c) Not have a side that is longer than 3m;	P1 Outbuildings and structures must be compatible with the local historic heritage significance of a local heritage place, having regard to: (a) The historic heritage values of the local heritage place as identified in the



(d) Have a gross floor area less than 9m²; (e) Have a combined total area of all outbuildings on the site of not more than 20m²; (f) Have a maximum height less than 2.4m above existing ground level; (g) Not have a maximum change of level as a result of cut or fill of more than 1m; and (h) Not encroach on any service easement or be located within 1m of any underground service.	relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) The bulk, form and size of buildings on the site; (c) The bulk, form and size of the proposed outbuilding or structure; (d) The external materials, finishes and decoration of the outbuilding or structure; and (e) The visibility of the outbuilding or structure from any road or public open space adjoining the site.
Comment The proposed outbuildings will be compatible with the local historic heritage significant of a local place. ‘Landfall’ homestead and Cottage are located on separate titles to the proposed turf growing enterprise. The proposed two sheds (outbuildings) are similar in scale, bulk, and form to a number of buildings including many other outbuildings and buildings located on the “Landfall” property. Both outbuildings will be clad in Colorbond sheeting, and finished in a Monument colour for the roof, with Deep Ocean colour for the walls. Several existing and recently approve outbuildings on other titles forming a part of the “Landfall” holding are of this material and finishes. The proposed development cannot be viewed from the Tasmanian Heritage listed buildings or titles, due to the undulating topography as well as physical separation. Contained at Appendix F to this submission is a Plan detailing the physical separation between “Landfall” homestead and Cottage (buildings of heritage significance) to the proposed buildings. The proposal is consistent with the performance criteria.	

C6.6.9 Driveways and parking for non-residential purposes	
Objective: That driveways and parking for non-residential purposes are compatible with the local historic heritage significance of local heritage places.	
Acceptable Solutions	Performance Criteria
A1	P1



Driveways and parking areas for non-residential purposes on local heritage places must be located behind the building line of buildings located or proposed on a site.	Driveways and parking areas for non-residential purposes must be compatible with the local historic heritage significance of a local heritage place, having regard to: (a) The historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) The loss of any building fabric; (c) The removal of gardens or vegetated areas; (d) Parking availability in the surrounding area; (e) Vehicle and pedestrian traffic safety; and (f) The streetscape.
Comment The proposed driveways and parking areas will be compatible with the local historic heritage significant of a local place. ‘Landfall’ homestead and Cottage are located on separate titles to the proposed turf growing enterprise. The proposed driveway and parking areas are to be gravel surfaced, the same as existing driveways and parking areas located on the “Landfall” property. The proposed development cannot be viewed from the Tasmanian Heritage listed buildings or titles, due to the undulating topography as well as physical separation. Contained at Appendix F to this submission is a Plan detailing the physical separation between “Landfall” homestead and Cottage (buildings of heritage significance) to the proposed buildings. Screen plantings are proposed between the driveway and John Lees Drive frontage. It is proposed to be planted with Leighton Screens which are a quick growing species and easy to maintain. If Council and/or the community would prefer this planting to be of a number of native vegetation species, the proponent is amenable to this being conditioned upon any approval, however it must be noted that native species are generally slower to grow and may have in time maintenance issues and aesthetic values may diminish over time. A Traffic Impact Assessment, contained at Appendix C to this submission has not found the proposal to cause any vehicle or pedestrian safety concerns. The proposal is consistent with the performance criteria.	



C6.6.10 Removal, destruction or topping of trees, or removal of vegetation, that is specifically part of a local heritage place	
Objective: That the removal, destruction or topping of trees or removal of vegetation that is specifically part of a local heritage place does not impact on the local historic heritage significance of the place.	
Acceptable Solutions	Performance Criteria
A1 No Acceptable Solution.	P1 The removal, destruction or topping of trees or the removal of vegetation which is specifically part of a local heritage place listed in the relevant Local Provisions Schedule, must not cause an unreasonable impact on the local historic heritage significance of a local heritage place, having regard to: (a) The historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) The age and condition of the tree or vegetation; (c) The size and form of the tree or vegetation; (d) The importance of the tree or vegetation to the local historic heritage significance of a local heritage place; and (e) Any advice by a suitably qualified person.
Comment Not applicable, no removal, destruction or topping of trees or the removal of vegetation which is specifically part of a local heritage place listed in the relevant Local Provisions Schedule is proposed.	

C6.7 Development Standards for Local Heritage Precincts and Local Historic Landscape Precincts



Not applicable.

C6.8 Development Standards for Places or Precincts of Archaeological Potential

Not applicable.

C6.9 Significant Trees

Not applicable.

C6.10 Development Standards for Subdivision

Not applicable.

C8.0 Scenic Protection Code

C8.1 Code Purpose

The purpose of the Scenic Protection Code is:
C8.1.1 To recognise and protect landscape values that are identified as importance for their scenic values.

Comment

Complies with the Code Purpose.

C8.6 Development Standards for Buildings and Works

C8.6.1 Development within a scenic protection area

Not Applicable.

C8.6.2 Development within a scenic road corridor

Objective: That:

- (a) Destruction of native vegetation or exotic vegetation does not cause an unreasonable loss of scenic value of scenic road corridors; and
- (b) Buildings and works do not cause an unreasonable loss of the scenic value of scenic road corridors.



Acceptable Solutions	Performance Criteria
A1 Destruction of exotic trees with a height more than 10m, native vegetation, or hedgerows within a scenic road corridor must not be visible from the scenic road.	P1 Destruction of exotic trees with a height more than 10m, native vegetation, or hedgerows within a scenic road corridor must not cause an unreasonable reduction of the scenic value of the road corridor, having regard to: (a) The nature, extent and location of the exotic trees, native vegetation and hedgerows; and (b) The purpose of any management objectives identified in the relevant Local Provisions Schedule.
Comment Not applicable. The proposed removal of native vegetation will meet exemption C8.4.1 (a) which exempts planting or destruction of vegetation on existing pasture or crop production land, unless for the destruction of the following: (a) Exotic trees, other than part of an agricultural crop, more than 10m in height within a scenic road corridor; or (b) Hedgerows adjoining a scenic road within a scenic road corridor. The site of the proposed development is existing pasture.	
A2 Buildings or works within a scenic road corridor must not be visible from the scenic road.	P2 Buildings or works within a scenic road corridor must not cause an unreasonable reduction of the scenic value of the road corridor, having regard to: (a) The topography of the site; (b) Proposed reflectance and colour of external finishes; (c) Design and proposed location of the buildings or works; (d) The extent of any cut or fill required; (e) Any existing or proposed screening; (f) The impact on views from the road; and (g) The purpose of any management objectives identified in the relevant Local Provisions Schedule.



Comment

The proposal development of the turf growing areas for vast majority of the time will resemble pastures, albeit maybe slightly more vivid in colour than surrounding grasslands. The proposed growing areas will be partially visible from the road corridor. The proposed sheds (outbuildings) will be less exposed than the growing areas and no more of a visual impact than the Dilston “War Memorial Hall”. The existing lateral irrigator will be the most dominant element in the landscape when viewed from the road corridor, this is existing and installed as part of the grazing activities on the site, although will be utilised for the turf growing operations as well. This is a slender object in the landscape, and an element often viewed within the rural landscape of a road corridor throughout the area.

The proposed outbuildings will be seen in the distance, however when a passing motorist on the road corridor is in the cutting at the East Tamar Highway, the outbuildings will not be visible at all. They will only then be intermittently visible as one may drive by on the East Tamar Highway (the scenic road corridor). No development is proposed in the foreground, but in the middle ground and background.

The structures are proposed to be clad with Colorbond roof and wall sheeting. The walls will be a Deep Ocean colour, and the roof cladding will be a Monument colour, both colours are therefore muted and tones that recede into the background. Should Council consider that an alternative colour finish be more appropriate, this could be a condition of any approval.

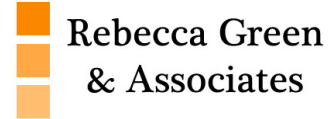
The physical separation of the proposed development to the road corridor is significant with the outbuildings located furthest to the west. To have a good view of the proposed development from the road corridor will be difficult due to the travelling speed on the East Tamar Highway, a highly trafficked state road, the undulating topography as well as the physical separation to the road corridor.

The arrival experience into and from Launceston to the north will maintain its scenic character of the highway.

An existing turf growing area is in the vicinity of the proposed development in Dilston, located further to the north along John Lees Drive and within the road corridor (642 John Lees Drive) of which has not caused an unreasonable reduction of the scenic value of the road corridor.

The proposal is consistent with the performance criteria.

PARTICULAR PURPOSE ZONES	
LAU-P1.0 Particular Purpose Zone – Techno Park	Not applicable
LAU-P2.0 Particular Purpose Zone – Coats Patons Complex	Not applicable
LAU-P3.0 Particular Purpose Zone – Seaport	Not applicable
LAU-P4.0 Particular Purpose Zone – Inveresk Site	Not applicable



LAU-P5.0 Particular Purpose Zone – University of Tasmania, Newnham Campus	Not applicable
LAU-P6.0 Particular Purpose Zone – Prospect Business Precinct	Not applicable
LAU-P7.0 Particular Purpose Zone – Boags Brewery	Not applicable
LAU-P8.0 Particular Purpose Zone – Franklin Village	Not applicable
LAU-P9.0 Particular Purpose Zone – North Bank Silos	Not applicable
LAU-P10.0 Particular Purpose Zone – 10 Birch Avenue Storage Centre	Not applicable

SPECIFIC AREA PLANS	
LAU-S1.0 Mount Stuart Drive Specific Area Plan	Not applicable
LAU-S2.0 The Green Specific Area Plan	Not applicable
LAU-S3.0 Raglan Street Specific Area Plan	Not applicable
LAU-S4.0 Hillary Street Specific Area Plan	Not applicable
LAU-S5.0 Drivers Run Specific Area Plan	Not applicable
LAU-S6.0 This Specific Area Plan is not used in this Local Provisions Schedule	Not applicable
LAU-S7.0 Cataract Gorge Subdivision Specific Area Plan	Not applicable
LAU-S8.0 Forestry Area Specific Area Plan	Not applicable
LAU-S9.0 Launceston Plaza Retail Specific Area Plan	Not applicable
LAU-S10.0 Invermay/Inveresk Flood Inundation Specific Area Plan	Not applicable
LAU-S11.0 Cataract Gorge Management Specific Area Plan	Not applicable
LAU-S12.0 Development Potential Specific Area Plan	Not applicable, proposal is not for subdivision.
LAU-S13.0 Western Hillside Specific Area Plan	Not applicable
LAU-S14.0 Southern Gateway Specific Area Plan	Not applicable
LAU-S15.0 Central Area Specific Area Plan	Not applicable
LAU-S16.0 Gorge Hotel Specific Area Plan	Not applicable



4.2 State Policies

4.2.1 State Coastal Policy 1996

The State Coastal Policy was created under the *State Policies and Projects Act 1993*. This Policy applies to the Coastal Zone, which is defined as the area within State waters and all areas within one kilometre of the coast.

Proposal Response

The subject site is not located within one kilometre from the coast, meaning that the provisions of the State Coastal Policy 1996 do not apply.

4.2.2 State Policy on Water Quality Management 1997

This Policy applies to all surface waters, including coastal waters, and ground waters, other than:

- i. Privately owned waters that are not accessible to the public and are not connected to, or flow directly into, waters that are accessible to the public; or
- ii. Waters in any tank, pipe or cistern.

The purpose of the Policy is to achieve the sustainable management of Tasmania's surface water and groundwater resources by protecting or enhancing their qualities while allowing for sustainable development in accordance with the objectives of Tasmania's Resource Management and Planning System (Schedule 1 of the *State Policies and Projects Act 1993*).

The objectives of this Policy are to:

1. *Focus water quality management on the achievement of water quality objectives which will maintain or enhance water quality and further the objectives of Tasmania's Resource Management and Planning System;*
2. *Ensure that diffuse source and point source pollution does not prejudice the achievement of water quality objectives and that pollutants discharged to waterways are reduced as far as is reasonable and practical by the use of best practice environmental management;*
3. *Ensure that efficient and effective water quality monitoring programs are carried out and that the responsibility for monitoring is shared by those who use and benefit from the resource, including polluters, who should bear an appropriate share of the costs arising from their activities, water resource managers and the community;*
4. *Facilitate and promote integrated catchment management through the achievement of objectives (1) to (3) above; and*
5. *Apply the precautionary principle to Part 4 of this Policy.*

Proposal Response

The proposal involves collection and discharge of stormwater within the boundaries of the subject site. No concentration of stormwater will occur on any lands outside the subject site. The objectives of this Policy will therefore be managed in this rural environment.



The proposal is consistent with the policy.

4.2.3 State Policy on Protection of Agricultural Land 2009

There is no prime agricultural land directly associated with the location of the proposed development.

The proposal is unlikely to impact on any nearby agricultural use, as the proposal can co-exist with existing grazing activities on the subject site. The proposed use and development diversifies business opportunities for the land holder, whilst maintaining the majority of the property in its current form. As such, the proposal does not conflict with the objectives of this Policy.

4.3 Land Use Planning and Approvals Act 1993

The *Land Use Planning and Approvals Act 1993* provides objectives for all development considered under this Act. The proposal has been considered against the objectives of this Act. The proposal has been prepared to be consistent with the provisions of the *Tasmanian Planning Scheme – Launceston*. The proposal is therefore considered to be consistent with the objectives of the Act.

4.4 National Environment Protection Measures

A series of National Environment Protection Measures (NEPMs) have been established by the National Environment Protection Council. These measures are:

- Ambient air quality;
- National pollutant inventory;
- Movement of controlled waste;
- Use packaging materials;
- Assessment of site contamination; and
- Diesel vehicle emissions.

Proposal Response

It is considered that the NEPMs are not relevant to the proposed development.



5. Conclusion

The proposal is for the approval of the use and development of a Turf Growing Enterprise at 781 East Tamar Highway, Dilston. The proposal is illustrated in plans, provided at Appendix B.

The proposal complies with the development standards prescribed by the Scheme, and can be approved under the *Tasmanian Planning Scheme – Launceston*. This application is made under the *Land Use Planning and Approvals Act 1993*, Section 57 which provides for the submission of a discretionary application.

The proposal is consistent with the relevant State and local policies, Planning Scheme objectives and considerations and objectives of the *Land Use Planning and Approvals Act 1993*. It is therefore recommended that the proposal be considered for planning approval.

Author	Version	Date
Rebecca Green	1	4 June 2026



Appendix A: Certificate of Title



RESULT OF SEARCH

RECORDED
Issued Pursuant to the Land Titles Act 1980



PLANNING EXHIBITED
RECORD DOCUMENTS
Ref. No. DA 0257/2026

SEARCH OF TORRENS TITLE

VOLUME	FOLIO
158192	1
EDITION	DATE OF ISSUE
1	18-May-2010

SEARCH DATE : 26-May-2026

SEARCH TIME : 12.26 pm

DESCRIPTION OF LAND

City of LAUNCESTON
Lot 1 on Plan [158192](#)
Being the land described in Assent No. 61/2876
Excepting thereout 99/43 DO (18P) Conveyance No. [47/6286](#) Part
of Lot 8 on Sealed Plan No. 31891, Lots 9, 10 & 11 on Plan No.
38664 and Lot 1 on Plan No. 147166, Lot 10 on Plan No.158186.
Derivation : Part of 2,153 Acres Gtd to W Neilley and Part of
300 Acres Located to G W Barnard
Prior CT [147167/1](#)

SCHEDULE 1

GERALD ROBERT ARCHER

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
BURDENING EASEMENT: The pipeline easement for the Rivers and
Water Supply Commission created by and more fully set
forth in Indenture No. [34/1879](#) over the land marked
'PIPELINE EASEMENT 10.06 WIDE' on Plan [158192](#)
BURDENING EASEMENT: (appurtenant to the land described in
Conveyance No. [47/6286](#)) the Pipeline Easement for the
Rivers and Water Supply Commission created by and
more fully set forth in the said Indenture No.
[47/6286](#) over the land marked 'PIPELINE EASEMENT 6.00
WIDE' on Plan [158192](#)
[B780757](#) ADHESION ORDER under Section 110 of the Local
Government (Building and Miscellaneous Provisions)
Act 1993 Registered 17-July-1996 at noon
That hatched portion of the Pipeline Easement 6.00 wide shown
passing through Lot 1 on Plan [158192](#) has been
partially extinguished in consequence of the
acquisition of the servient land pursuant to Crown
Land Acquisition [C441750](#)

UNREGISTERED DEALINGS AND NOTATIONS



RESULT OF SEARCH

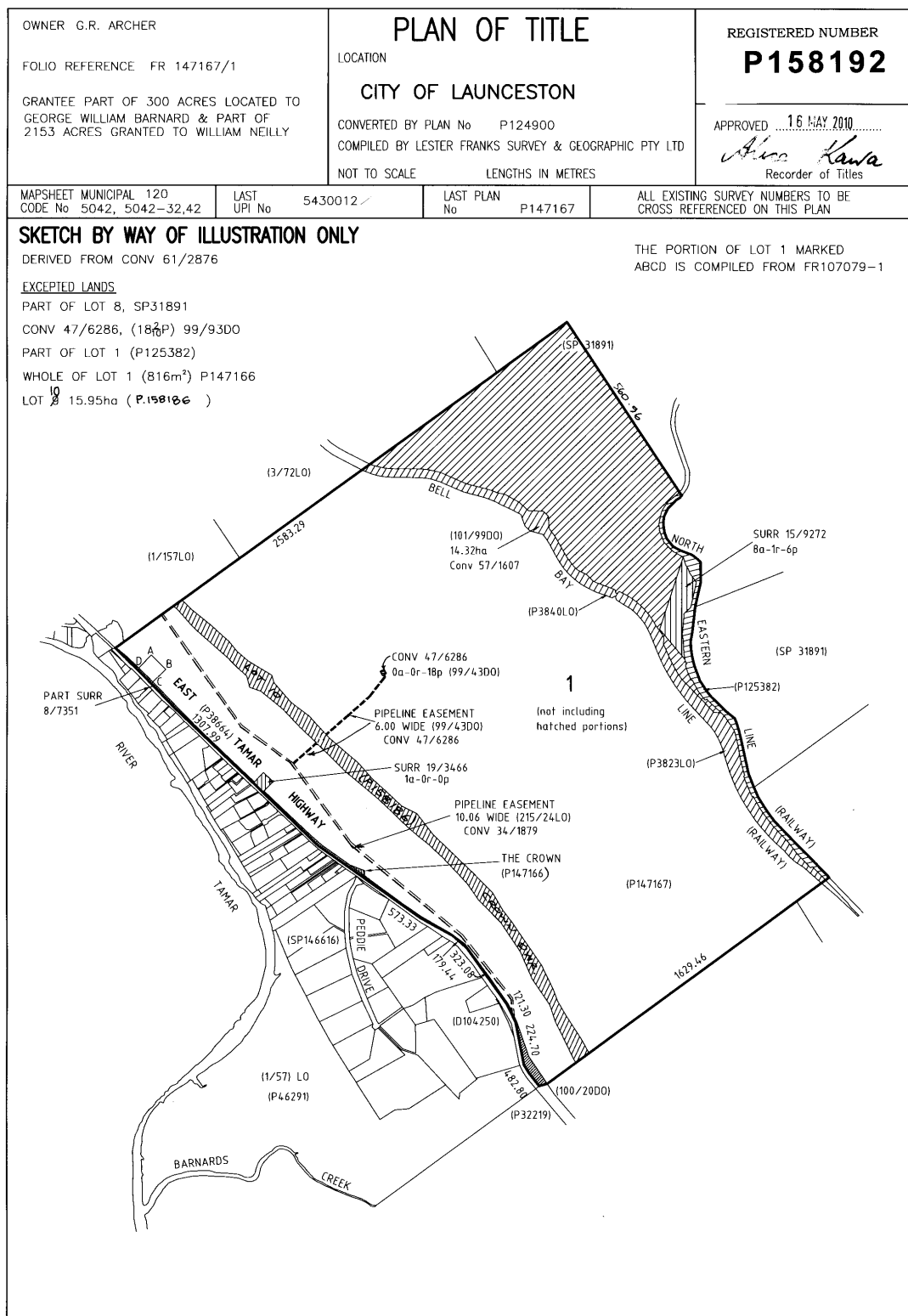
RECORDER OF TITLES

Issued Pursuant to the Land Titles Act 1980



No unregistered dealings or other notations







Appendix B: Plans and Details

Engineering Plus & Skyline Sheds



DRAWING SCHEDULE

A000	COVER PAGE
A101	LOCALITY PLAN
A102	SITE PLAN
A103	SITE PLAN - 35m x12m SHED
A104	SITE PLAN - 12m x7m SHED

REVISION SCHEDULE			
REVISION NO	DESCRIPTION	DATE	ISSUED BY
SK1	CONCEPT	02.03.26	J.N
SK2	AMENDMENT	20.03.26	J.N
SK3	ADDING ADDITIONAL ITEMS	31.03.26	J.N
SK4	AMENDMENT	09.04.26	J.N
SK5	AMENDMENT	10.04.26	J.N

Area Schedule (Gross Building)		
Name	Area	Area (sq)
PROPOSED SHED 1 (35mx12m)	420.00 m²	45.21
PROPOSED SHED 2 (12mx7m)	84.00 m²	9.04
	504.00 m²	54.25



PROJECT INFORMATION

BUILDING DESIGNER:	GRANT JAMES PFEIFFER
ACCREDITATION NO:	CC2211T
ZONE:	11.0 - RURAL LIVING
BUILDING CLASS:	CLASS 10A
LAND TITLE REFERENCE NUMBER:	158192/1
DESIGN WIND SPEED:	ASSUMED 'N3'
SOIL CLASSIFICATION:	ASSUMED 'H1'
CLIMATE ZONE:	7
BUSHFIRE-PRONE BAL RATING:	N/A
ALPINE AREA:	N/A
CORROSION ENVIRONMENT:	LOW
FLOODING:	NO
LANDSLIP:	LOW
DISPERSIVE SOILS:	UNKNOWN
SALINE SOILS:	UNKNOWN
SAND DUNES:	NO
MINE SUBSIDENCE:	NO
LANDFILL:	NO
GROUND LEVELS:	REFER PLAN
ORG LEVEL:	75MM ABOVE GROUND LEVEL

ISSUED FOR CLIENT REVIEW

PROPOSED SHEDS, DRIVEWAY, HEDGING
SCREEN & TURF AREA

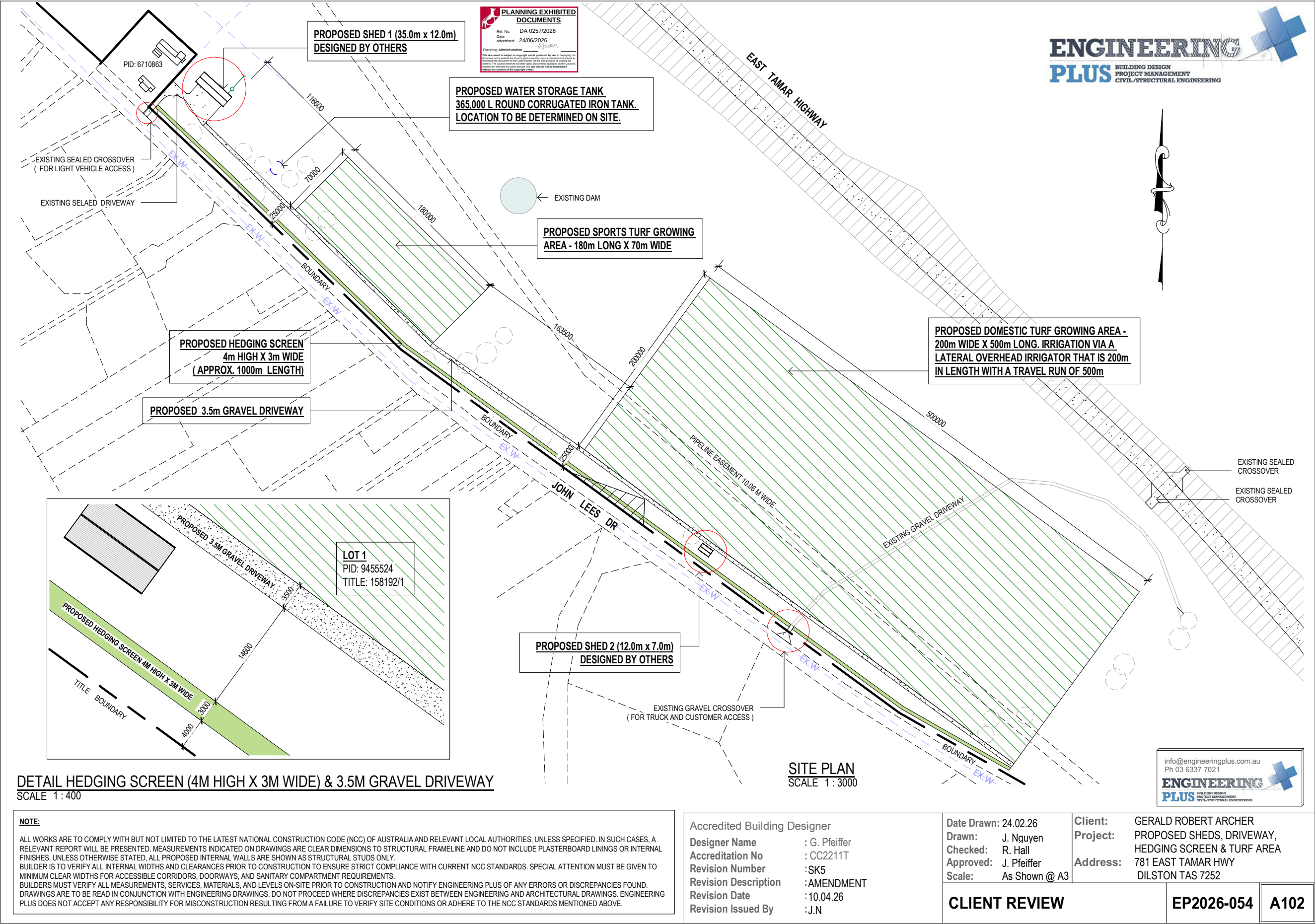
PROJECT NO: EP2026-054

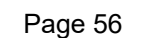
GERALD ROBERT ARCHER
781 EAST TAMAR HWY
DILSTON TAS 7252

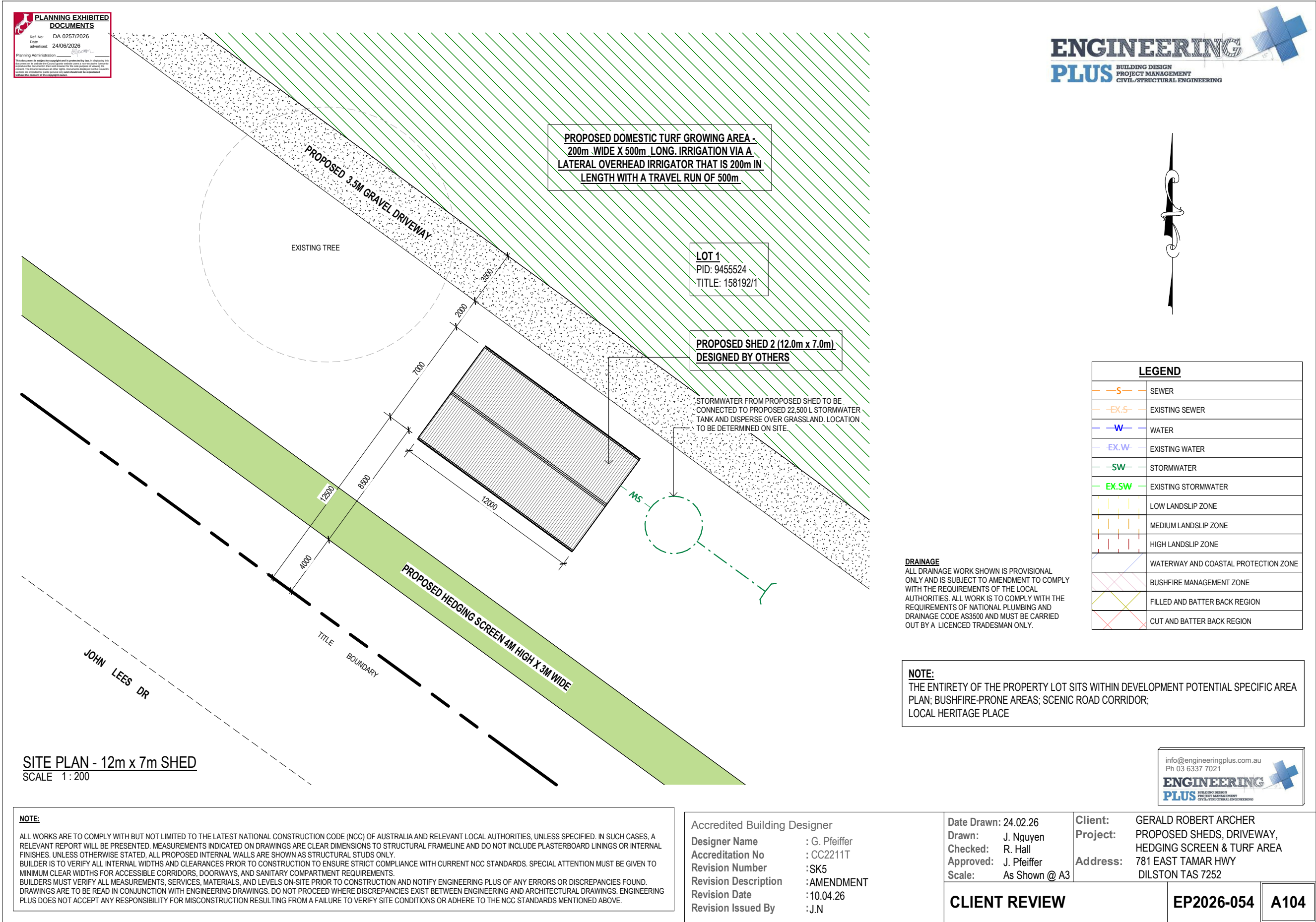
LAUNCESTON CITY COUNCIL

81 Elizabeth Street, Launceston, Tasmania 7250,
03 6331 7021_info@engineeringplus.com.au









skyline sheds



"Your One Stop Shop For Sheds In Tasmania"

0434 969 789
info@skylinesheds.com.au

Customers Details

Date	06-02-2026	Quote Reference #	1026527547.
Customer Name	Frank Archer		
Mail Address	308 John Lees Sr, Dilston TAS 7252		
Email Address	frank@landfall.com.au		
Phone		Mobile	

Building Specification

Building Size	35.000 m (L) x 12.000 m (W) x 5.000 m (H)		
Roof Pitch	10 deg		
Wall Cladding	SteelClad .42bmt Colorbond	Colour	Deep Ocean
Roof Cladding	Corrugated .42bmt Colorbond	Colour	Monument
Trim & Colour Details	Barge	Monument	Ridge Cap
	Gutters	Monument	Monument
	Downpipe	PVC POPS ONLY	Corner Trim
Roller Doors	2x 4400H x 5000W Opening Taurean Series B Roller Door 4x Polycarb roof skylights in Roof		
Other Inclusions	Mesh 1800x150x300 2.0 added in the follow areas: Roof Foil Sisalation 30m Type 456 added in the follow areas: Roof		

Materials

Column	2C30030	Rafter	2C30030
Roof Purlin	Z15019		
Side Wall Girt	Z15024		
End Wall Girt	Z15012		

Quote for Frank Archer



SHEDSAFE - Site Specification

Site Address	308 John Lees Sr, Dilston TAS 7252
Wind Design Speed	40.6 m/s
Wind Region	A4
Importance Level	2
Terrain Category	2.5

Building Class	10a
Shielding	1
Topography	1.03

Complete Project Summary

Project Quote (incl GST)

Kit Supply & Delivery to site	\$80,696.66
Concrete Slab (100mm Slab)	\$37,994.88
Install/Erection	\$48,200.00

Complete Project Summary

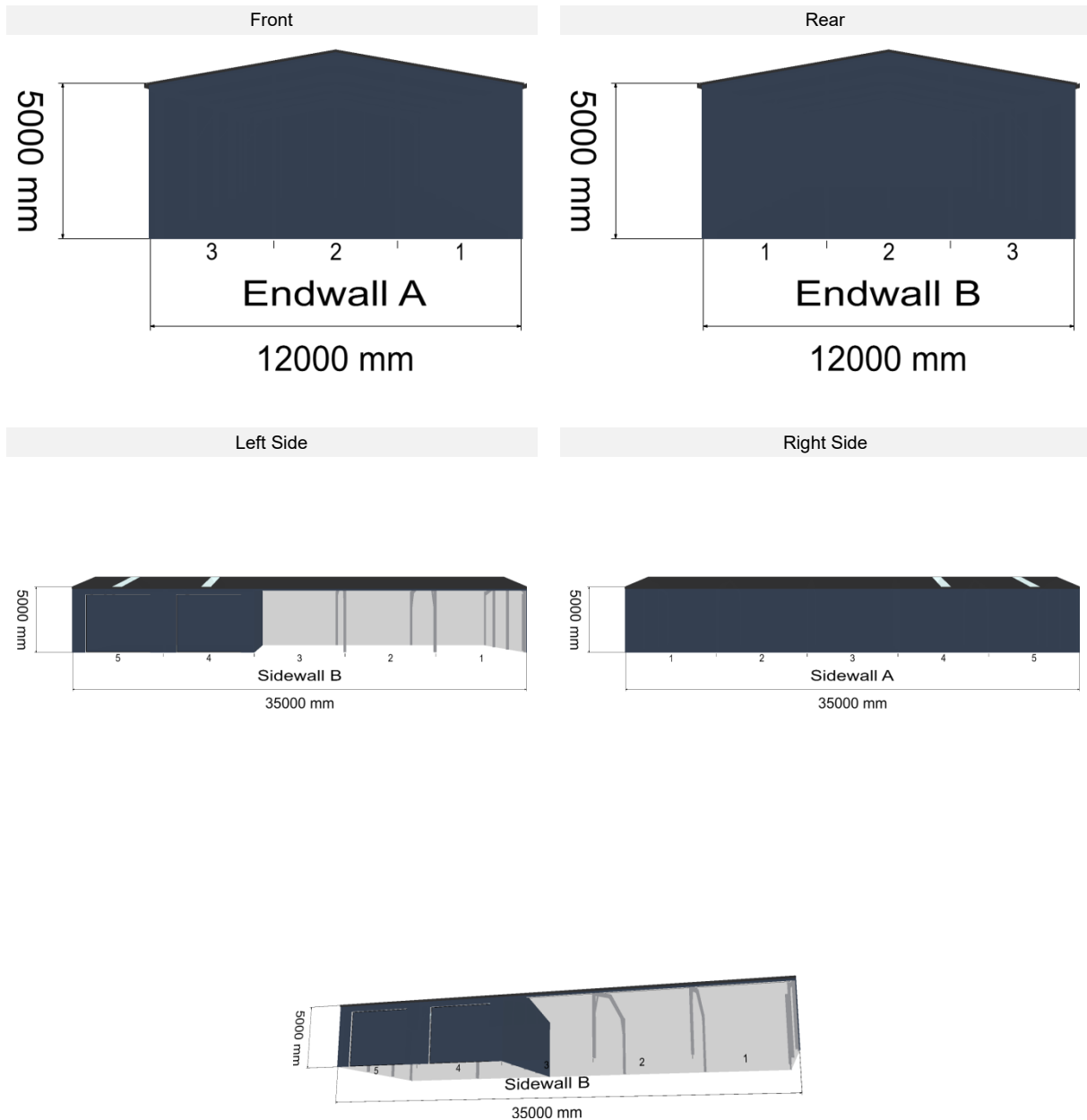
Total Project (Incl. GST)	\$167,164.54
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Please note that no plumbing, electrical or council submission is included in this price. Price is subject to a site inspection and may vary if additional earthworks are needed, site access is restricted or other obstacles arise when site visit is conducted.

Quote for Frank Archer



Building Specification – Drawings



Quote for Frank Archer



Fees Overview

Payment Schedule Customers
15% Payment to release Engineered shed plans only. Shed will not be ordered and price will not be locked in from this payment- Non Refundable.
60% Payment on order of Shed Kit – Non Refundable
Final 25% Due one week prior to shed kit delivery – Non Refundable
\$500 deposit on slab invoiced at time of order with remaining balance due 48hrs prior to slab pour.
\$500 deposit on Build invoiced at time of order with remaining balance due 48hrs prior to build starting.

Quote will only be valid for the date of receipt and may be amended due to price increases, errors and or omissions. Notes:
This quote is valid for thirty days (30) from date of issue.

Quote Acceptance.

Print Name Here

Signature.....

DATED

Quote for Frank Archer



TERMS & CONDITIONS OF SALE

PAYMENTS

AMOUNT: The customer shall pay the Skyline Sheds Tasmania amount (s) stated as per payment terms accompanying this agreement

GOODS: The Supplier is not obliged to deliver any goods unless the customer has paid all amounts in full.

RECOVERY OF DEBT: The customer must pay to Skyline Sheds Tasmania all debt collection costs, including any legal fees associated with the recovery or attempted recovery of any amount due to the Supplier under the Agreement.

PRICE INCREASE: Skyline Sheds Tasmania will hold this order valid for 30 days and the price firm for this period. Should any increases in costs be experienced prior to approval being obtained and the customer does not take delivery prior to the expiry date, the customer will pay all increases in costs.

DELIVERY

SHORTAGES: In the case of kit purchases, the customer shall inspect the goods immediately on delivery and shall within Five (5) days of delivery give notice in writing to the company of any shortages in relation thereto. If the customer fails to give such notice, then the customer shall be deemed to have accepted the goods as being delivered in their entirety and the Agreement is finalised provided all monies under the Agreement have been paid in full.

INSURANCES: Once the said goods have been delivered to site, the owner of the property is then responsible for the security of the said goods and is liable for any loss or damage thereto. If the customer arranges transport, such risk to the company shall only extend up to the time of loading of the goods and delivery shall be deemed to be taken thereupon.

DELAYED DELIVERY: The delivery date agreed is subject to the availability of material, labour, industrial disputes and unseasonal weather conditions. The company will not be held liable for any delays caused by incalculable issues.

SITE ACCESS: The customer will at his expense provide, or cause to be provided full and clear truck access to the delivery site. If this is not provided, delivery will be made on the front lawn or nature strip.

BUILDING APPROVAL

OBTAINING FINAL INSPECTION IS THE SOLE RESPONSIBILITY OF THE CUSTOMER: This will need to be arranged when the customer has the stormwater connected in accordance with council requirements. Time limitations will apply: ideally final inspection should be carried out within 2 months from completion. Any costs associated with approvals over those stated on this Agreement are to be paid for by the customer including any late or re-inspection fees.

THE CUSTOMER CAN NOT PROCEED WITH ANY WORKS WITHOUT PERMISSION: The customer must not carry out any works pertinent to this Agreement until all approvals have been received from the relevant approval authorities and any conditions of signed Agreement have been agreed to and met by the customer. The company will take no responsibility for any premature action by the customer.

ERECTION

DOWNPIPES POPS ARE CONNECTED TO GUTTERING ONLY: Any and all stormwater drainage from that point is the sole responsibility of the customer.

WARRANTIES

THIRD PARTIES WARRANTIES: Where the term 'structure' is referred to herein it means, the steel structure only and does not include sheeting, trims, doors, windows, or rainwater goods. The warranties for these components are provided by the relevant manufacturers and are varied and limited. **WARNING:** Severe coastal conditions will reduce the life of all components by corrosion and will be excluded from all warranties.

MAINTENANCE: The customer must keep all garden beds, soils or acidic material away from metal cladding and components of the building or corrosion may occur which will reduce the life of the products and void all manufacturer's warranties.

DEFECTS LIABILITY PERIOD: The Company agrees for a period of twelve months from the date of signed Agreement to rectify any faults or damage caused by materials or workmanship in the manufacture of the structure. The company will not be responsible for any faults or damage caused by negligence of the customer, his servants, or agents or by the customer performing any work or having performed any work on the structure.

GENERAL

EXTENSION OF CONSTRUCTION TIME: If the progress of work is delayed as a result of any variations to the Agreement, any industrial action or civil commotion affecting the Agreement, unavailability of material necessary to the execution of the Agreement, any delays brought about in obtaining the relevant authorized approvals exceeding 14 days from the date of this Agreement, any delays brought about by the owner or any other cause beyond the reasonable control of the company, then the company may, within a reasonable time, claim an extension in the number of calendar days equal to the period of delay.

MARKETING: the customer hereby grants the company and any person authorized by the company permission to film or photograph the building and without restraint allow its use for any promotional purposes without any recall to the company whether legal or monetary.

TERMINATION: should the customer or the company wish to terminate the Agreement after signing same, they must give written instructions providing 7 days' notice and they must state the grounds on which termination is sought. It is at the company's sole discretion to accept or reject the termination. Regardless, the customer will be obliged to pay all the costs expended to the date on the Agreement plus the profit margin that the company would have made on the Agreement, which could exceed the money paid on the Agreement to that date.

Quote for Frank Archer



ADDITIONAL CHARGES FOR MOST COMMON ISSUES

CUSTOM SLAB DESIGN: If required the foundation data must be obtained before entering into this contract. Alternatively, all concrete floors will be designed to suit "class 10 buildings" and up to Class M soil and will assume founding into natural ground. If Skyline Sheds Tasmania is to obtain the foundation data, this must be requested in writing and all costs associated with the soil report and associated slab design be paid in addition to the standard slab design. A copy must be given to the customer upon payment of the costs incurred in obtaining the data. Similarly, if there is any fill on the site, deeper and or extra piers may be required at a cost to the owner.

HARD DIGGINGS: If when excavating the site the company discovers that if required the hire of machinery or extra labour such as Jack hammering, Rock breaking, etc. the customer will pay these extra costs in addition to the Agreement price.

HIDDEN OBSTRUCTIONS: If during construction, services are damaged requiring repair such as telecommunications, electrical, storm water, etc. the customer will pay the costs associated with the repair in addition to the Agreement price. It is the customer's responsibility to advise the company of the existence of any such obstructions and to arrange (and pay any associated costs) for the relocation of same as required.

SITE PREPARATIONS: If the site is to be levelled by the customer and site is not level within 50mm the costs associated with providing a level building platform including the supply and placement of fill and construction of concrete piers will be paid as extra variation to the Agreement price.

APPROVAL OR ASSET PROTECTION FEES: If approval or asset protection for the building can only be obtained with amendments or additional information, thus incurring additional costs as required by the local council or certifier, the customer will pay all the extra costs associated above the fees included in the original Agreement price.

SITE CLEAN UP (OWNER'S RESPONSIBILITY): If the customer requires the company to remove the packaging or left over materials and any soil/rubbish associated with the works, from the site, unless noted otherwise in the Agreement the customer will pay these costs including labour and dump fees in addition to the Agreement price.

skyline sheds



"Your One Stop Shop For Sheds In Tasmania"

0434 969 789
info@skylinesheds.com.au

Customers Details

Date	31-03-2026	Quote Reference #	1037357262.
Customer Name	Frank Archer		
Mail Address	308 John Lees Dr, Dilston TAS 7252		
Email Address	frank@landfall.com.au		
Phone		Mobile	

Building Specification

Building Size	12.000 m (L) x 7.000 m (W) x 3.000 m (H)		
Roof Pitch	10 deg		
Wall Cladding	SteelClad .42bmt Colorbond	Colour	Deep Ocean
Roof Cladding	Corrugated .42bmt Colorbond	Colour	Monument
Trim & Colour Details	Barge Monument	Ridge Cap	Monument
	Gutters Monument	Corner Trim	Deep Ocean
	Downpipe PVC POPS ONLY		

Materials

Column	2C20015	Rafter	2C20015
Roof Purlin	Z10015		
Side Wall Girt	Z10015		
End Wall Girt	Z10010		

Quote for Frank Archer



SHEDSAFE - Site Specification

Site Address	308 John Lees Dr, Dilston TAS 7252		
Wind Design Speed	40.5 m/s		
Wind Region	A4	Building Class	10a
Importance Level	2	Shielding	1
Terrain Category	2.12	Topography	1

Complete Project Summary

Project Quote (incl GST)	
Kit Supply & Delivery to site	\$12,292.09
Footings Only	\$9,900.00
Install/Erection	\$7,450.00

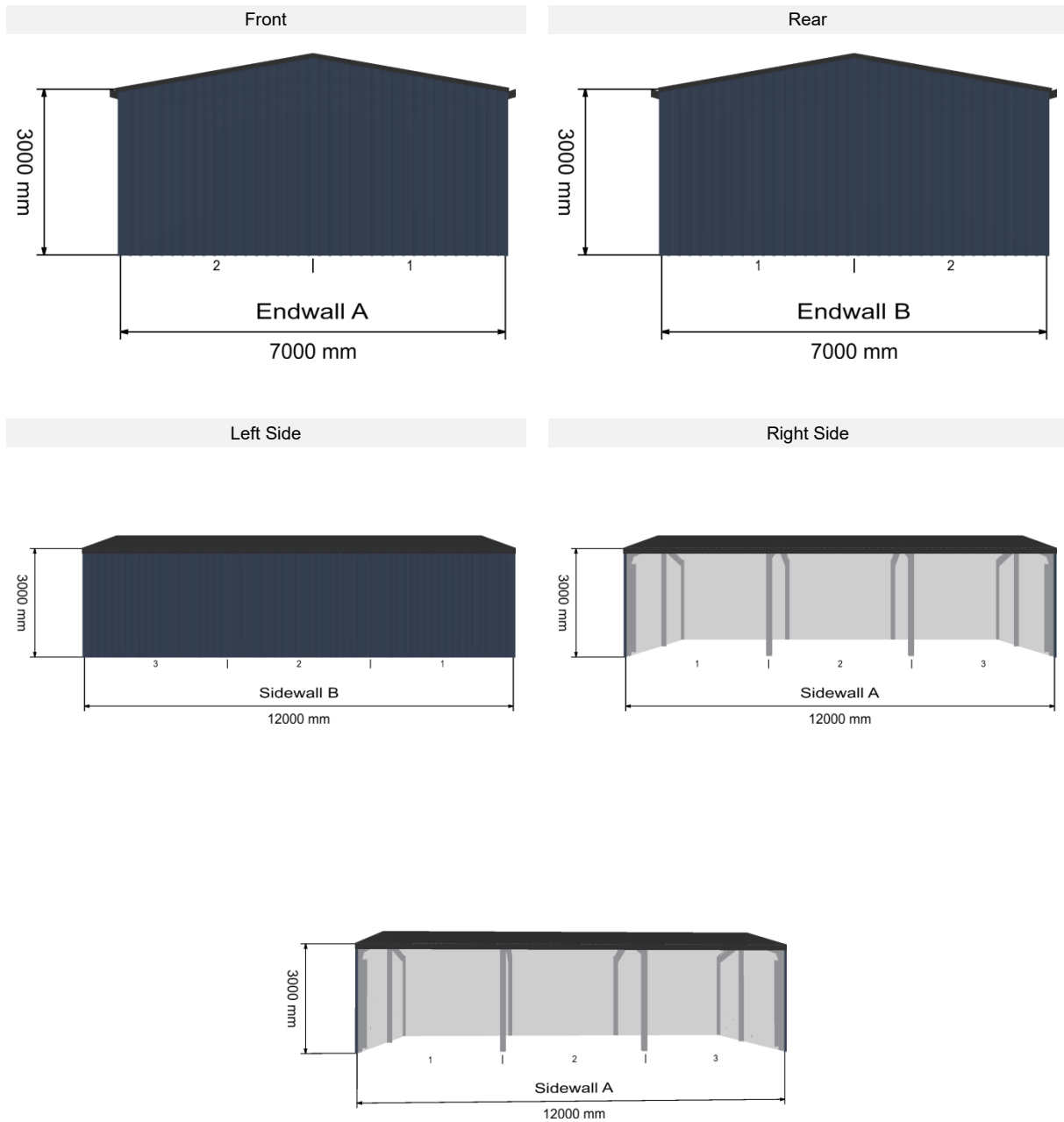
Complete Project Summary	
Total Project (Incl. GST)	\$29,642.09

Please note that no plumbing, electrical or council submission is included in this price. Price is subject to a site inspection and may vary if additional earthworks are needed, site access is restricted or other obstacles arise when site visit is conducted.

Quote for Frank Archer



Building Specification – Drawings



Quote for Frank Archer



Fees Overview

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60% Payment on order of Shed Kit – Non Refundable
Final 25% Due one week prior to shed kit delivery – Non Refundable
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Print Name Here

Signature.....

DATED

Quote for Frank Archer



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THE CUSTOMER CAN NOT PROCEED WITH ANY WORKS WITHOUT PERMISSION: The customer must not carry out any works pertinent to this Agreement until all approvals have been received from the relevant approval authorities and any conditions of signed Agreement have been agreed to and met by the customer. The company will take no responsibility for any premature action by the customer.

ERECTION

DOWNPIPES POPS ARE CONNECTED TO GUTTERING ONLY: Any and all stormwater drainage from that point is the sole responsibility of the customer.

WARRANTIES

THIRD PARTIES WARRANTIES: Where the term 'structure' is referred to herein it means, the steel structure only and does not include sheeting, trims, doors, windows, or rainwater goods. The warranties for these components are provided by the relevant manufacturers and are varied and limited. WARNING: Severe coastal conditions will reduce the life of all components by corrosion and will be excluded from all warranties.

MAINTENANCE: The customer must keep all garden beds, soils or acidic material away from metal cladding and components of the building or corrosion may occur which will reduce the life of the products and void all manufacturer's warranties.

DEFECTS LIABILITY PERIOD: The Company agrees for a period of twelve months from the date of signed Agreement to rectify any faults or damage caused by materials or workmanship in the manufacture of the structure. The company will not be responsible for any faults or damage caused by negligence of the customer, his servants, or agents or by the customer performing any work or having performed any work on the structure.

GENERAL

EXTENSION OF CONSTRUCTION TIME: If the progress of work is delayed as a result of any variations to the Agreement, any industrial action or civil commotion affecting the Agreement, unavailability of material necessary to the execution of the Agreement, any delays brought about in obtaining the relevant authorized approvals exceeding 14 days from the date of this Agreement, any delays brought about by the owner or any other cause beyond the reasonable control of the company, then the company may, within a reasonable time, claim an extension in the number of calendar days equal to the period of delay.

MARKETING: the customer hereby grants the company and any person authorized by the company permission to film or photograph the building and without restraint allow its use for any promotional purposes without any recall to the company whether legal or monetary.

TERMINATION: should the customer or the company wish to terminate the Agreement after signing same, they must give written instructions providing 7 days' notice and they must state the grounds on which termination is sought. It is at the company's sole discretion to accept or reject the termination. Regardless, the customer will be obliged to pay all the costs expended to the date on the Agreement plus the profit margin that the company would have made on the Agreement, which could exceed the money paid on the Agreement to that date.

Quote for Frank Archer



ADDITIONAL CHARGES FOR MOST COMMON ISSUES

CUSTOM SLAB DESIGN: If required the foundation data must be obtained before entering into this contract. Alternatively, all concrete floors will be designed to suit "class 10 buildings" and up to Class M soil and will assume founding into natural ground. If Skyline Sheds Tasmania is to obtain the foundation data, this must be requested in writing and all costs associated with the soil report and associated slab design be paid in addition to the standard slab design. A copy must be given to the customer upon payment of the costs incurred in obtaining the data. Similarly, if there is any fill on the site, deeper and or extra piers may be required at a cost to the owner.

HARD DIGGINGS: If when excavating the site the company discovers that if required the hire of machinery or extra labour such as Jack hammering, Rock breaking, etc. the customer will pay these extra costs in addition to the Agreement price.

HIDDEN OBSTRUCTIONS: If during construction, services are damaged requiring repair such as telecommunications, electrical, storm water, etc. the customer will pay the costs associated with the repair in addition to the Agreement price. It is the customer's responsibility to advise the company of the existence of any such obstructions and to arrange (and pay any associated costs) for the relocation of same as required.

SITE PREPARATIONS: If the site is to be levelled by the customer and site is not level within 50mm the costs associated with providing a level building platform including the supply and placement of fill and construction of concrete piers will be paid as extra variation to the Agreement price.

APPROVAL OR ASSET PROTECTION FEES: If approval or asset protection for the building can only be obtained with amendments or additional information, thus incurring additional costs as required by the local council or certifier, the customer will pay all the extra costs associated above the fees included in the original Agreement price.

SITE CLEAN UP (OWNER'S RESPONSIBILITY): If the customer requires the company to remove the packaging or left over materials and any soil/rubbish associated with the works, from the site, unless noted otherwise in the Agreement the customer will pay these costs including labour and dump fees in addition to the Agreement price.



Appendix C: Traffic Impact Assessment

Ratio Consultants Pty Ltd

Client
Frank Archer

Date
23 April 2026



Transport Impact Assessment

Proposed Turf Growing Enterprise

781 East Tamar Highway, Dilston

ratio:

Planning

Transport

Urban Design

Waste Management

Landscape Architecture

Civil Engineering

ratio.com.au



Project
781 East Tamar Highway, Dilston

Prepared for
Frank Archer

Our reference
24478T-REP01

Directory path <https://ratioconsultants1.sharepoint.com/sites/24478T/Shared Documents/Work/Reports/24478T-REP01-F01.docx>

Version	Date	Issue	Prepared by	Checked by
F01	23/04/2026	Final Report	R. Tan	M. Petrusma

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Acknowledgement of Country

We acknowledge the Traditional Owners of the land we work, live and travel on, and appreciate the rich cultures of the Aboriginal and Torres Strait Islander Peoples and their enduring connection to country.



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1. Introduction

1.1. Background

Ratio Consultants were engaged by Rebecca Green & Associates on behalf of the permit applicant (Mr Frank Archer) to prepare a Transport Impact Assessment for a proposed turf growing enterprise on land at 781 East Tamar Highway, Dilston.

1.2. Purpose and Structure of this Report

The purpose of this report is to identify and assess the potential traffic and transport impacts of the proposed development, and to address the relevant provisions of the *Tasmanian Planning Scheme – Launceston*.

This report is structured as outlined below:

- **Section 1:** Introduction
- **Section 2:** Review of existing transport conditions at the site and on key roads in the area
- **Section 3:** A description of the proposed development
- **Section 4:** Assessment of site access arrangements and carpark layout
- **Section 5:** Assessment of parking supply
- **Section 6:** Assessment of the potential traffic and transport impacts of the proposal
- **Section 7:** A review of the proposal against the relevant provisions of the Planning Scheme
- **Section 8:** Conclusions

1.3. References

The following documents and resources have been referred to during the preparation of this report:

- Plans prepared by Engineering Plus, Dwg No. EP2026-054 , SK05 (dated 10.04.2026)
- Tasmanian State Planning Provisions
- Launceston Local Provisions Schedules (LPS)
- Australian/New Zealand Standard AS/NZS 2890.1, *Parking facilities – Part 1: Off-street car parking*, 2004
- Tasmanian Standard Drawings

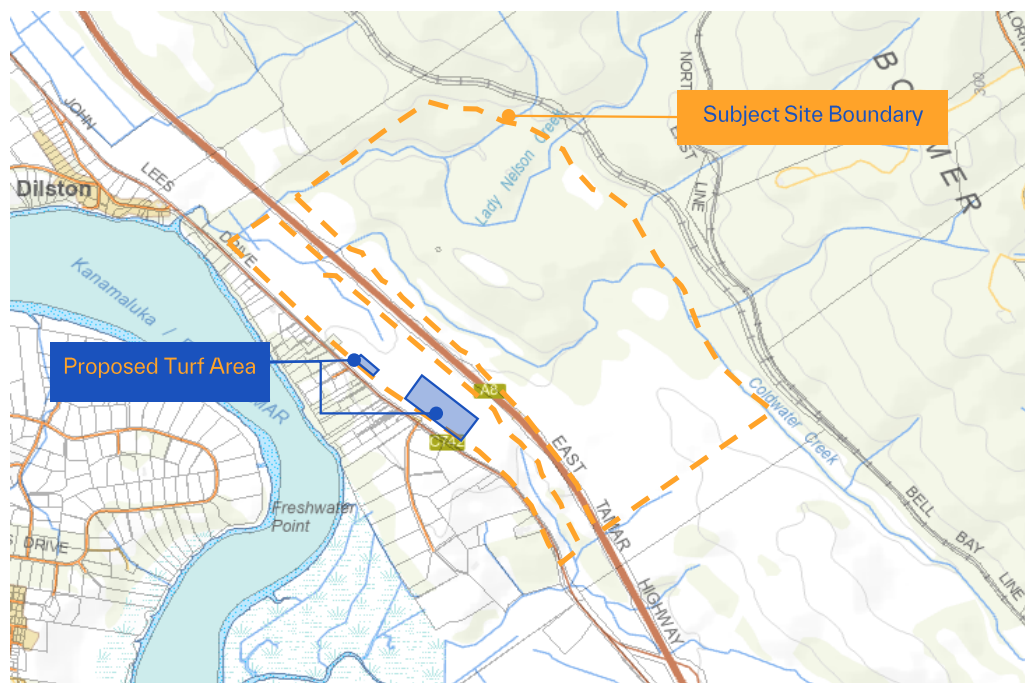
2. Existing Conditions



2.1. Location and Environment

The subject site is located within a small area of the overall land parcel addressed as 781 East Tamar Highway in Dilston (TR 158192/1), between John Lees Drive and the East Tamar Highway. The subject site location is shown in Figure 2-1.

Figure 2-1: Subject site location



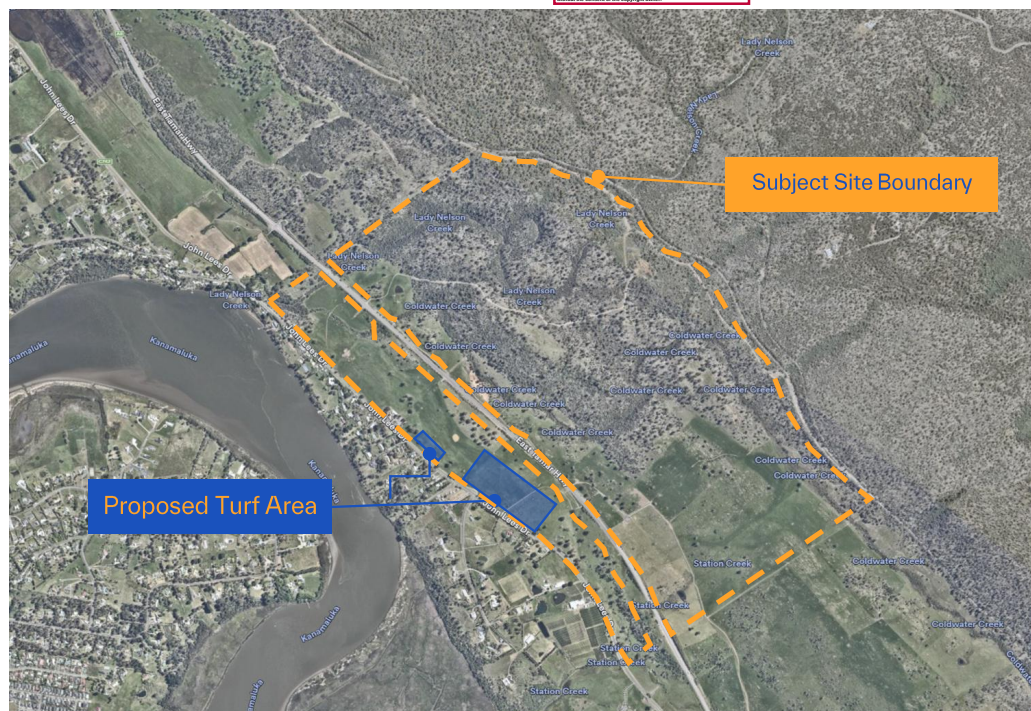
Source: LISTMap State of Tasmania (www.thelist.tas.gov.au)

The site is within the Rural Living zone, as defined by the Tasmanian Planning Scheme.

An aerial view of the site is provided in Figure 2-2below.



Figure 2-2: Aerial view of the existing site



Source: Nearmap Imagery (image dated 21 November 2025)

2.2. Road Network

John Lees Drive is a Council-managed arterial road that runs in a generally northwest-southeast alignment, parallel to the East Tamar Highway, and having T-intersections with the East Tamar Highway at both the southern and northern ends. A fly-over is provided at the southern end for city-bound traffic towards Launceston. The road extends for a total length of approximately 7.5 km.

In the vicinity of the site, John Lees Drive has a relatively straight alignment and provides access to several rural residential properties. The road has an approximate carriageway width of 13 metres, and provides overtaking lanes in one direction, and then the other.

John Lees Drive has a posted speed limit of 80 km/h.

A view of John Lees Drive in the vicinity of the site is provided in Figure 2-3



Figure 2-3: John Lees Drive Facing Northwest Along the Site's Frontage



Source: google.com/maps (image dated February 2026)

2.3. Sustainable Transport

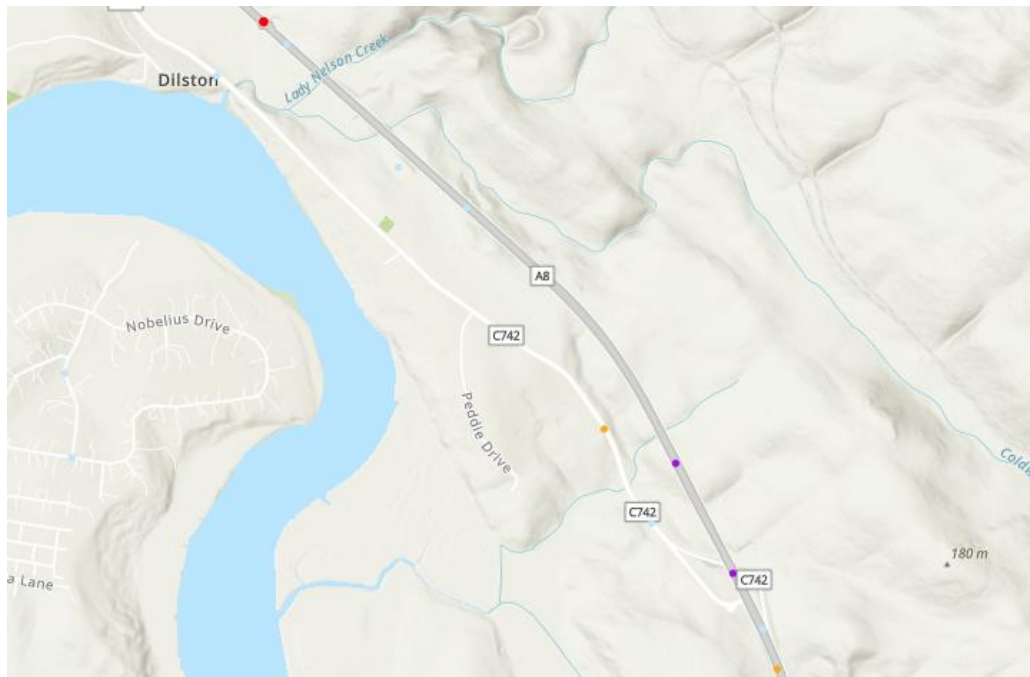
Given the rural context of the site, there are no public transport services available in the immediate vicinity of the site and similarly there are currently no established bicycle facilities or pedestrian infrastructure.

2.4. Crash History

The most recent five-year crash history has been obtained from the Department of State Growth in the vicinity of the subject site, for the study area shown in Figure 2-4, covering the most recent 5-year time period from 1 March 2021 to 1 March 2026.



Figure 2-4: Study area for crashes surrounding the subject site



Source: Department of State Growth

A total of two crashes were recorded on John Lees Drive within the study area, comprising one minor injury crash and one property damage only crash. The crash types do not indicate any identifiable pattern, and therefore there is no indication of any specific deficiencies that are likely to be exacerbated by the proposed development.

3. The Proposal



3.1. Overview

The proposed development comprises a turf growing enterprise. The site is generally divided into two main operational areas: one for sports turf production and one for domestic turf production. These areas will have slightly different operating characteristics over the course of a typical year. Notably:

- Sports turf would be sown, grown for approximately 12 months and then harvested once per year.
- Domestic turf would be continually sown and harvested year-round in accordance with the expected demand.

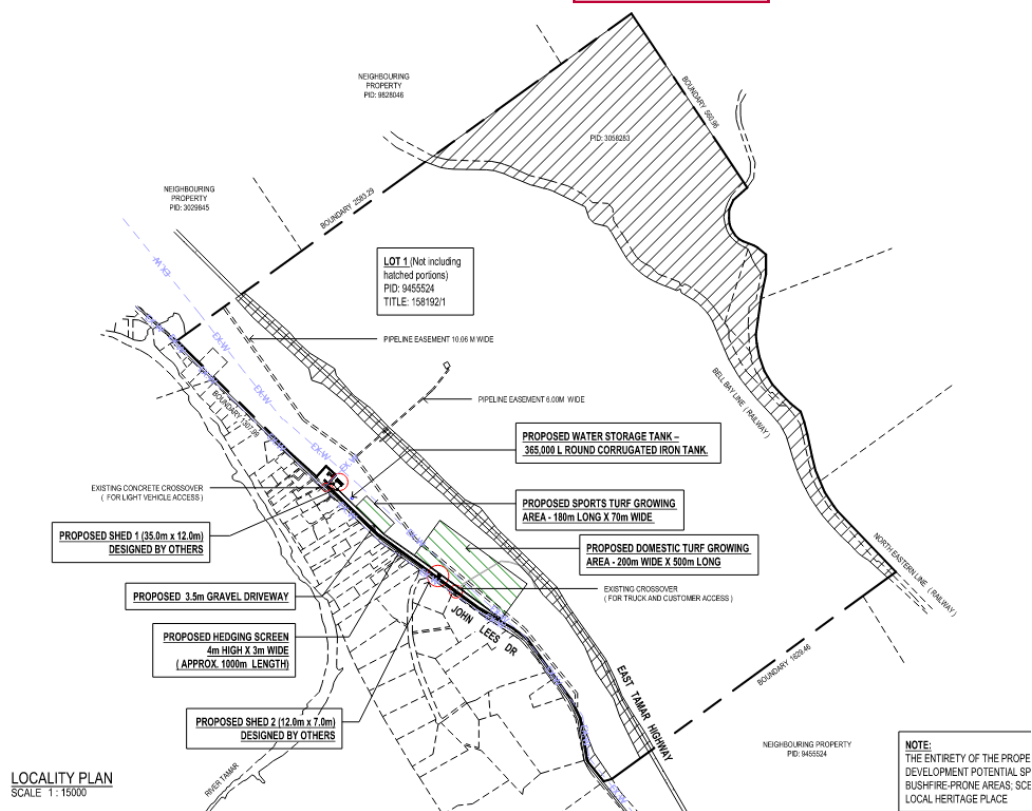
An indicative site plan is provided in Figure 3-1 below.

A summary of the key site characteristics and operations is provided in Table 3-1 below.

Table 3-1: Proposed Development Characteristics

Element	Description
Vehicular Access	Access to and from the site is provided via two existing crossovers on John Lees Drive, which would be utilised separately for light and heavy vehicle movements.
Car Parking	No formalised car parking is provided, however vehicles are expected to be parked informally within the sealed hardstand area fronting the proposed Shed 1.
Loading Vehicles	The anticipated heavy vehicle fleet accessing the site includes rigid trucks and truck-and-dog combinations, with occasional use of semi-trailers up to 14 metres in length.
Staffing	The operation will initially be staffed by two full-time employees immediately post-development, with staffing levels expected to increase to a maximum of six (6) full-time employees over time.

	PLANNING EXHIBITED DOCUMENTS
Ref. No:	DA 0257/2026
Date advertised:	24/06/2026
Planning Administration	<i>Signature</i>
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4. Site Access



4.1. Access Arrangement

Clause C2.6.3-A1 of the Planning Scheme states:

"A1 The number of accesses provided for each frontage must:

- (a) be no more than 1; or*
- (b) no more than the existing number of accesses, whichever is the greater."*

The proposal will retain vehicular access via the two existing crossovers located along the site's western boundary on John Lees Drive, as shown in Figure 4-1, as follows:

- A single-width, 4-metre-wide crossover located on the north-western side, with a 4-metre sealed driveway providing access for light vehicles, as shown in in Figure 4-2 (left);
- A single-width gravelled crossover with a 3.6-metre-wide driveway located on the south-western side as shown in Figure 4-2 (right), providing access for heavy vehicles up to a 14-metre-long semi-trailer.

Since no additional access points are proposed, the proposal complies with the acceptable solution of Clause C2.6.3-A1 of the Planning Scheme.

Figure 4-1: Proposed Site Access Arrangements

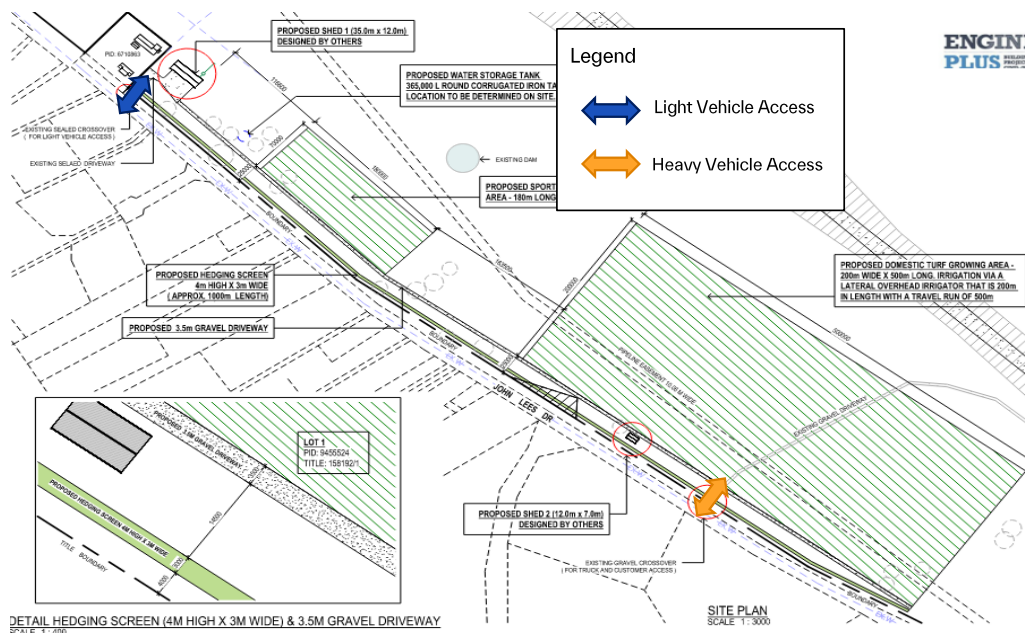




Figure 4-2: Existing Site Accesses – Northern Access (left) & Southern Access (right)



Source: google.com/maps (image dated February 2026)

Access Design

While no more than the existing number of crossovers is proposed, modifications to the existing crossovers are required to ensure compliance with the relevant Tasmanian Standard Drawings and to accommodate the designated design vehicles, as outlined below:

— For heavy vehicle access:

- The crossover is to be designed and constructed in accordance with Drawing No. TSD-RD05-v2, “*Truck Access to Rural Properties – Type A*”.
- The existing heavy vehicle crossover is provided with a 3.6-metre-wide driveway and insufficient splays. The standard requires a minimum driveway width of 4.0 metres and a splay of 20 metres from the driveway centreline on each side.
- Given that the access is connected to a sealed road, it is recommended that the crossover be sealed to minimise the potential for dust and debris to be tracked onto the roadway.
- The existing gate is located at least 18 metres from the edge of the road and does not require relocation.

— For light vehicle access:

- The crossover is to incorporate splays with a 5-metre radius on each side, with a minimum of 6 metres from the road edge into the driveway to be sealed, in accordance with Standard Drawing No. TSD-RD03-v2, “*Rural Roads Typical Property Access*”.

The relevant standard drawings are attached as Appendix A to this report.

4.2. Sight Distance Assessment

The available sight distance at the site access has been assessed against the requirements of Australian/New Zealand Standard AS/NZS 2890.2, *parking facilities – Part 2: Off-street commercial vehicle facilities* (2018) as well AS/ NZS 2890.1, *parking facilities – Part 1: Off-street car parking* (2004).

Sight distance at access driveway is measured from a point 3.0 metres back from the edge of the frontage road for commercial vehicles and 2.5 metres for light vehicles and requirements



depend on the design speed. For 80km/h, which is the speed limit on John Lees Drive, the normal requirement is 111 metres.

Given that John Lees Drive has a relatively straight road alignment, there are no permanent obstruction to sight distance that would prevent the minimum 111 metres from being provided at the access point, as shown in Figure 4-3 and Figure 4-4.

Figure 4-3: Sight Distance Assessment – Heavy Vehicle Access





Figure 4-4: Sight Distance Assessment – Light Vehicle Access



4.3. Construction of Parking Area

Clause 2.6.1-A1 of the Planning Scheme states:

"All parking, access ways, manoeuvring and circulation spaces must:

- (a) be constructed with a durable all weather pavement;*
- (b) be drained to the public stormwater system, or contain stormwater on the site; and*
- (c) excluding all uses in the Rural Zone, Agriculture Zone, Landscape Conservation Zone, Environmental Management Zone, Recreation Zone and Open Space Zone, be surfaced by a spray seal, asphalt, concrete, pavers or equivalent material to restrict abrasion from traffic and minimise entry of water to the pavement."*

The proposed parking area is an existing sealed surface, which is to be retained. Other internal roads within the site would be constructed with a gravel pavement and surface suitable for use in all weather conditions. It is understood that stormwater would be collected on-site and used for irrigation.

Accordingly, the proposed construction of parking areas, access ways, manoeuvring and circulation spaces are considered appropriate for the use and therefore the proposed development complies with the Clause C2.6.1-A1.

4.4. Design of Layout of Parking Areas

Clause C2.6.2-A1.1 of the Planning Scheme states:

"A1.1 Parking, access ways, manoeuvring and circulation spaces must either:

- (a) comply with the following:*



- (i) *have a gradient in accordance with Australian Standard AS 2890 - Parking facilities, Parts 1- 6;*
 - (ii) *provide for vehicles to enter and exit the site in a forward direction where providing for more than 4 parking spaces;*
 - (iii) *have an access width not less than the requirements in Table C2.2;*
 - (iv) *have car parking space dimensions which satisfy the requirements in Table C2.3;*
 - (v) *have a combined access and manoeuvring width adjacent to parking spaces not less than the requirements in Table C2.3 where there are 3 or more car parking spaces;*
 - (vi) *have a vertical clearance of not less than 2.1m above the parking surface level; and*
 - (vii) *excluding a single dwelling, be delineated by line marking or other clear physical means; or*
- (b) *comply with Australian Standard AS 2890- Parking facilities, Parts 1-6."*

The proposed development generally complies with the requirements of AS 2890 series including:

- While no formal car parking spaces are provided, the proposed car parking area contains a hardstand of around 30 metres x 11.5 metres which is sufficient to store at least 12 cars in a layout that conforms to the Australian Standards.
- Access dimensions and the width of internal roadways complies with the requirements of the Standard (subject to the requirement to upgrade access points in accordance with the Tasmanian Standard Drawings).
- The site is relatively flat and it is expected that gradient requirements for light and heavy vehicles are met.
- There is sufficient sight distance at both access points in accordance with the relevant Australian Standard (refer Section 4.2)

Based on the above discussion, the proposal is considered to comply with the acceptable solution of Clause C2.6.2-A1.1(b).

4.5. Pedestrian Access and Layout

As the site does not trigger a requirement for 10 or more car parking spaces and no on-site car parking is proposed, assessment under Clause 2.6.5 is not required.

4.6. Truck Access

Clause C2.6.6-A1 and A2 of the Planning Scheme require the following:

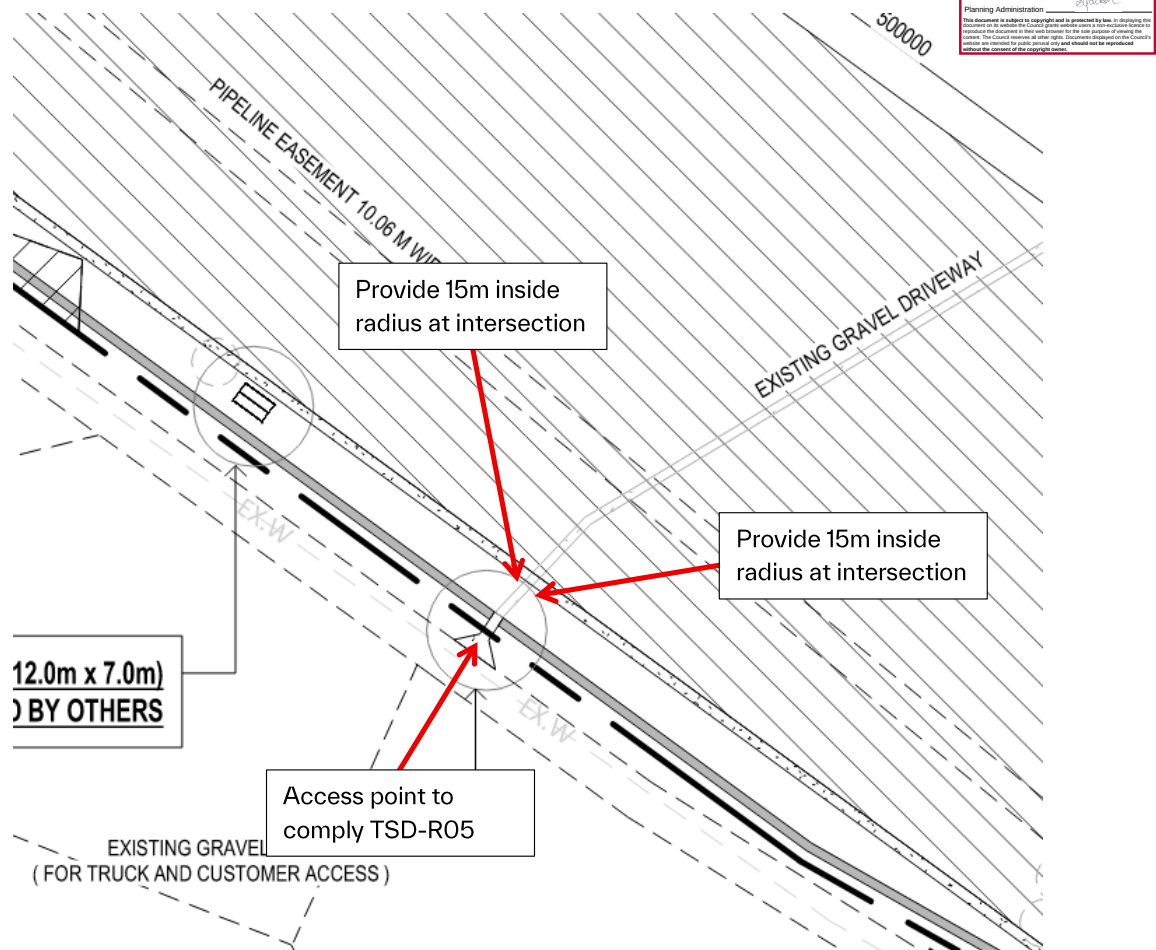
"A1 The area and dimensions of loading bays and access way areas must be designed in accordance with Australian Standard AS 2890.2-2002, Parking facilities, Part 2: Off-street commercial vehicle facilities, for the type of vehicles likely to use the site.

A2 The type of commercial vehicles likely to use the site must be able to enter, park and exit the site in a forward direction in accordance with Australian Standard AS 2890.2 – 2002, Parking Facilities, Part 2: Parking facilities - Off-street commercial vehicle facilities."

The internal road layout comprises the existing truck access, which would be upgraded to comply with the Tasmanian Standard Drawing TSD-RD05, connecting to a 3.5 metre wide gravel access road running the length of the turf growing area and connecting to the sealed carpark at the northern end of the site.

In order to ensure compliance with AS 2890.2 it is recommended that all internal intersections should have a minimum inside radius of 15 metres so that trucks can be fully contained within the gravel pavement while turning within the site (refer Figure 2-1).

Figure 4-5: Provided Radius at Intersection



A turning area is available within the hardstand located adjacent to Shed 1 which will allow trucks to exit the site via the designated truck access point (the southern access).

Based on the above assessment, and subject to the recommendations of this report, the proposed development complies with the acceptable solutions of Clause C2.6.6-A1 and A2.



5. Parking Assessment

5.1. Car Parking Assessment

Clause C2.5.1-A1 of the Planning Scheme states:

"A1 The number of on-site car parking spaces must be no less than the number specified in Table C2.1..."

The proposed development is defined as a 'Resource Development' use and is not required to provide any car parking under Table C2.1.

Notwithstanding this, no formal car parking is proposed, however, the site is capable of accommodating at least 12 vehicles within the sealed car parking area fronting Shed 1 which is more than sufficient to accommodate the expected maximum of 6 staff on-site.

5.2. Bicycle Parking Spaces

Clause C2.5.2-A1 of the Planning Scheme states:

"A1 Bicycle parking spaces must:

- (a) be provided on the site or within 50m of the site; and*
- (b) be no less than the number specified in Table C2.1."*

The proposed development is defined as a 'Resource Development' use and is not required to provide any bicycle parking under Table C2.1.

5.3. Motorcycle Parking Spaces

Motorcycle parking is not required as Resource Development is not a use class listed under Clause C2.2.2 of the Planning Scheme.



6. Traffic Impact Assessment

6.1. Existing Traffic Conditions

Existing traffic volume data for John Lees Road was obtained from the Department of State Growth Drakewell data portal based on traffic count site located approximately 100 metres east of Peddie Drive, along the site western frontage on John Lees Drive. It is noted that approximately 11% of the vehicles are heavy vehicles.

The latest available data is presented in Table 6-1 below.

Table 6-1: John Lees Road Traffic Volume Data (May 2022 Weekday Average)

Period	Daily Average	Morning Peak (8am)	Afternoon Peak (5pm)
Northbound	667 vpd	21 vph	100 vph
Southbound	700 vpd	117 vph	27 vph
Total	1364 vpd	138 vph	127 vph

6.2. Traffic Generation

The proposed development is primarily intended for the production of sports turf and domestic turfs. To estimate the anticipated peak site-generated traffic volumes, the following assessment is based on information provided by the applicant:

Heavy Vehicles Traffic Generation

– Sports Turf

- Sowing of turf (once per year) – approximately 21 truck loads over 4 days (approx. 5-6 trucks per day)
- Sand delivery for turf installation – up to 30 trucks load with a maximum of 14 trucks load per day
- Harvesting and dispatch (same day) - Maximum of 7 trucks per day over 6 days

– Domestic turf

- Turf deliveries – 2 truck loads per week
- Product deliveries to site – 1 truck load per fortnight

On the above basis, the peak site traffic generation associated with truck movements is summarised in Table 6-2. The estimated daily volumes conservatively assume that the various truck activities overlap and occur on the same day.



Table 6-2: Heavy vehicles site generated traffic volumes

	Annual Movements	Peak Daily Movements
Sowing	42 truck movements	10-12 truck movements per day
Sand delivery	30 truck movements	28 truck movements per day
Turf harvesting	84 truck movements	14 truck movements per day
Domestic turf deliveries	208 truck movements	2 truck movements per day
Product delivery	52 truck movements	2 truck movements per day

Based on the above assessment, the site is expected to generate around 416 truck movements annually, resulting in an average of 1 to 2 truck movements per day on an annual basis.

On a hypothetical peak day, with sowing and sand delivery occurring simultaneously, the site may generate up to 44 truck movements (22 in and 22 out) with an expected absolute peak activity of around 5-6 truck movements per hour.

Light Vehicles Traffic Generation

Based on information provided by the applicant, the site is expected to initially employ two full-time staff, increasing to a maximum of six employees as operations expand. Staff are expected to work during normal business hours, and typically arrive in the morning and depart in the evening. On this basis, employee travel would generate up to 12 light vehicle movements per day (6 arrivals and 6 departures).

In addition to employee traffic, a small number of customers may attend the site to collect turf products. These visits are typically arranged in advance, allowing pick-up times to be staggered throughout the day and managed to avoid interaction with heavy vehicle movements.

On a conservative basis, customer collections are estimated to generate up to a maximum of 10 vehicle movements per day during the busiest period (5 inbound/outbound). Accordingly, the proposed development is expected to generate approximately **22 light vehicle movements per day** in total (11 inbound/ outbound).

6.3. Traffic Distribution

The majority of traffic is assumed to be directed to and from the south due to this being the primary route to Launceston.

6.4. Assessment of Clause C3.5.1

Clause C3.5.1-A1.1 to A1.5 of the Planning Scheme states the following:

"A1.1 For a category 1 road or a limited access road, vehicular traffic to and from the site will not require:

- (a) a new junction;*
- (b) a new vehicle crossing; or*



(c) a new level crossing

A1.2 For a road, excluding a ~~Category 1 road~~ or a limited access road, written consent for a new junction, vehicle crossing, or level crossing to serve the use and development has been issued by the road authority.

A1.3 For the rail network, written consent for a new private level crossing to serve the use and development has been issued by the rail authority.

A1.4 Vehicular traffic to and from the site, using an existing vehicle crossing or private level crossing, will not increase by more than:

- (a) the amounts in Table C3.1; or
- (b) allowed by a licence issued under Part IVA of the Roads and Jetties Act 1935 in respect to a limited access road.

A1.5 Vehicular traffic must be able to enter and leave a major road in a forward direction.”

John Lees Drive is not a Category 1 road, a limited access road or a major road and therefore A1.1, A1.2 and A1.5 do not apply. There is no private level crossing required and therefore A1.3 does not apply.

For A1.4, the acceptable increase in annual average daily traffic (AADT) to and from the site is specified in in Table C3.1 are as follows:

- For vehicles up to 5.5 m long – 20% or 40 vehicle movements per day, whichever is the greater
- For vehicles longer than 5.5 m – 20% or 5 vehicle movements per day, whichever is the greater.

The proposed development is expected to generate up to a maximum of 22 light vehicle movements per day, and around 1-2 truck movements per day on average. This level of traffic does not exceed the thresholds set out in Table C3.1 and therefore the proposed development complies with the acceptable solution A1.4 of Clause C3.5.1.

6.5. Traffic Impact

During the seasonal peak period, the site may generate up to 22 light vehicle movements (11 in and out) and 44 heavy vehicle movements (22 in and out) for a period of a few days. At all other times, traffic would be substantially lower.

The majority of this traffic would be directed to and from the south as John Lees Drive provides an all-movements intersection at East Tamar Highway with direct connectivity to Launceston.

It is noted that there are few residential land uses located south of the site, and as such, dwellings located on the western side of John Lees Drive north of the truck access point would be largely unaffected by additional truck movements.

The peak volume of 44 heavy vehicle movements per day would be distributed throughout the day due to the nature of deliveries which typically utilise a small number of trucks making round trips. Accordingly, the peak volume might be around 5-6 truck movements per hour, or up to a maximum of 1 truck every 20-30 minutes travelling in each direction.

This level of traffic is very low, particularly in the context of the existing traffic using John Lees Drive, and no significant detrimental traffic impacts are expected.

7. Planning Scheme Assessment



The proposed development has been assessed against the relevant, traffic and transport related provisions of the *Parking and Sustainable Transport Code* and the *Road and Railway Assets Code*. A summary of compliance is provided in the following table.

Table 7-1: Summary of Assessment Against Planning Scheme

Clause	Clause Title	Comments	Reference
C2.5.1	Car parking numbers	Complies with A1	Section 5.1
C2.5.2	Bicycle parking numbers	Complies with A1	Section 5.2
C2.5.3	Motorcycle parking numbers	Not applicable	Section 5.3
C2.5.4	Loading Bays	Not applicable	-
C2.5.5	Number of car parking spaces within the General Residential Zone and Inner Residential Zone	Not applicable	-
C2.6.1	Construction of parking areas	Complies with A1	Section 4.3
C2.6.2	Design and layout of parking area	Complies with A1.1 A1.2 not applicable	Section 4.4
C2.6.3	Number of accesses for vehicles	Complies with A1	Section 4.1
C2.6.4	Lighting of parking areas within the General Business Zone and Central Business Zone	Not applicable	-
C2.6.5	Pedestrian access	Not applicable	Section 4.5
C2.6.6	Loading bays	Complies with A1 and A2	Section 4.6
C2.6.7	Bicycle parking and storage facilities within the General Business Zone and Central Business Zone	Not applicable	-

Clause	Clause Title	Comments	Reference
C3.5.1	Traffic generation at a vehicle crossing, level crossing or new junction	Complies with A1.4	Section 6.3





8. Conclusion

This Transport Impact Assessment report has been prepared to assess the potential traffic and transport related impacts for the proposed turf growing enterprise at 791 East Tamar Highway, Dilston.

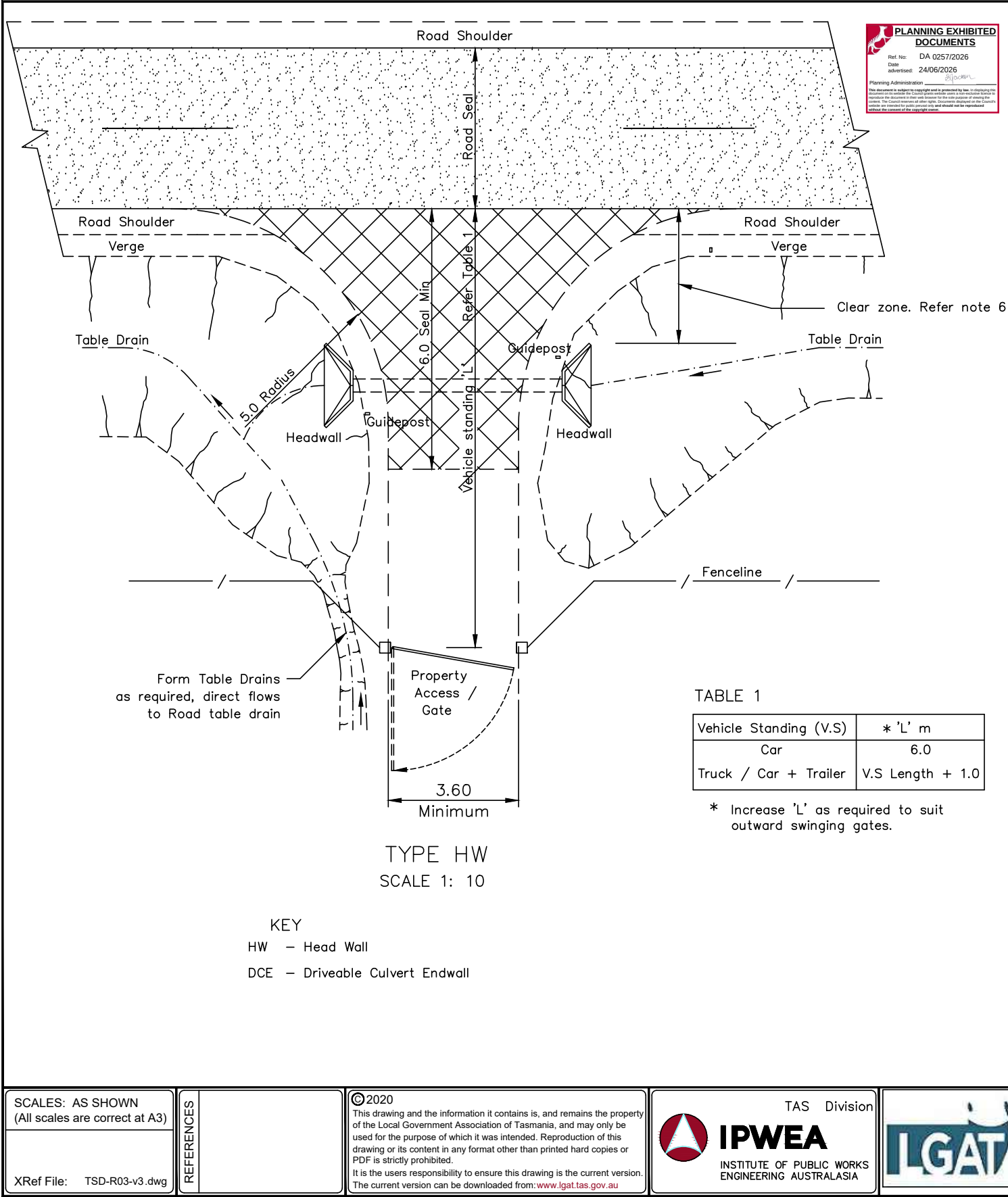
The key findings are as follows:

- Access to the site is provided via two existing single-width crossovers providing separate access for heavy vehicles and light vehicles.
- It is recommended that the access points be upgraded to comply with the Tasmanian Standard Drawings including:
 - The southern access to comply with Drawing No. TSD-R05 'Truck Access to Rural Properties Type A' including sealing up to the property boundary to prevent dust and debris from tracking onto the road.
 - The northern access to comply with Drawing No. TSD-R03 'Rural Roads Typical Property Access' including sealing the first 6 metres from the edge of the road.
- It is recommended that internal intersections be designed with additional gravel pavement to provide a 15 metre inside radius on corners.
- There is sufficient sight distance at the proposed access points for the prevailing vehicle speeds on John Lees Drive.
- The site can be accessed by loading vehicles, including up to a 14m semi-trailer for access to the southern site access, and up to an 8.8m Medium Rigid Vehicle (MRV) accessing the northern site access.
- The proposed development is expected generate two-way traffic as follows:
 - Average of 1 to 2 truck movements per day on an average annual basis.
 - Peak of up to 44 truck movements per day during the highest activity period of the year (ground preparation and sowing of sports turf).
 - Up to 22 light vehicles movements per day
- The traffic generated by the proposed development has minimal impact on the performance and safety of the surrounding road network, representing an increase of approximately 5% to the existing traffic on John Lees Drive.
- The proposed development complies with Clause C3.5.1 of the Planning Scheme.

Based on the findings of this report (and subject to the above recommendations), the proposed development is supported on traffic and transport grounds.

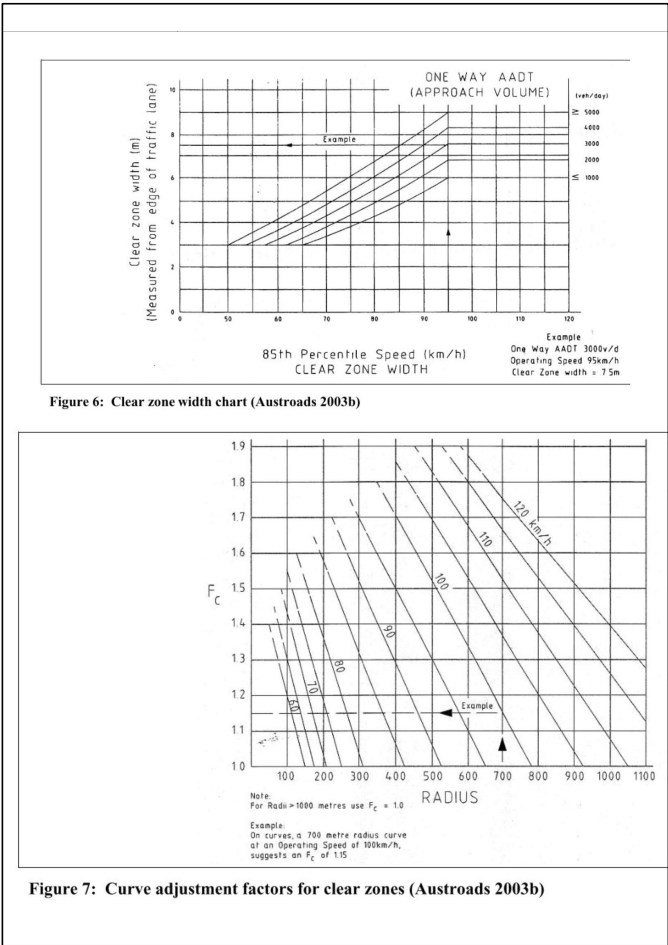
Appendix A

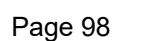




NOTES

- Property Access Seal Types:
 - Adopt the seal type on the adjacent road (Asphalt / hot Sprayed bituminous surfacing).
 - Seal is not required for property access off unsealed roads.
- Offset property entrance gate to provide adequate vehicle standing area clear of road edge, as required.
- Install guideposts at :
 - culvert end walls.
 - the start of the access ('nearside' lane approach only').
- Pipe Culvert.
 - Pipe size, type, class, cover and grade shall be determined by consideration of the drainage catchment, rainfall I.F.D. data and road grade for an AEP 10 years (min).
 - Minimum pipe size – 300 dia.
 - Minimum grade – 1 in 100 (1%).
- Shallow dish crossing may be used as an alternative.
- Refer to Department of State Growth Road Hazard Management Guide – Figures 6 and 7 for clear zone determination. Headwalls inside clear zone are to be driveable.







Appendix D: Chemical Usages and Storage Policy



Landfall Turf Farm

Chemical Usage and Storage Policy

1. Purpose

The purpose of this policy is to ensure the **safe, responsible, and legal use, handling, storage, and disposal of agricultural chemicals** at Landfall Turf Farm, while protecting employees, contractors, the public, livestock, crops, water resources, and the environment.

2. Scope

This policy applies to:

- All employees, contractors, and visitors involved in chemical handling or application
 - All agricultural chemicals used on-site, including:
 - **Herbicides**
 - **Fungicides**
 - **Pesticides/Insecticides**
 - **Fertilisers (solid and liquid)**
 - All areas of the turf farm, including storage facilities, mixing/loading zones, and application areas
-

3. Legislative and Regulatory Compliance

Landfall Turf Farm will comply with all applicable legislation, including but not limited to:

- Work Health and Safety Act and Regulations (Tasmania)
- Agricultural and Veterinary Chemicals Code Act
- APVMA registration and use instructions
- EPA Tasmania environmental protection requirements
- SafeWork Australia Codes of Practice
- Local council and water authority requirements

Only **registered and approved chemicals** may be used, and **label instructions must always be followed**.



4. Responsibilities

Management

- Ensure adequate resources, training, and supervision
- Maintain a current chemical register and Safety Data Sheets (SDS)
- Ensure storage facilities meet regulatory requirements
- Investigate and report incidents

Supervisors

- Verify staff competency before allowing chemical use
- Monitor correct application and PPE use
- Ensure records are maintained accurately

Employees and Contractors

- Follow this policy, label instructions, and SDS guidance
- Use required personal protective equipment (PPE)
- Report spills, incidents, or unsafe conditions immediately
- Do not use chemicals unless authorised and trained

5. Approved Chemicals

- Only chemicals **approved by management** and registered with the APVMA may be used
- Chemicals must be suitable for **turf production** and relevant target species
- Off-label use is strictly prohibited

6. Chemical Usage

General Principles

- Follow the **hierarchy of control**, using non-chemical methods where possible
- Apply chemicals only when necessary and under suitable weather conditions
- Avoid drift, runoff, and over-application
- Never mix chemicals unless permitted by label instructions



6.1 Herbicides

Herbicides are used to control broadleaf and grassy weeds in turf crops.

Requirements:

- Apply only to approved turf species and growth stages
 - Observe withholding periods and re-entry intervals
 - Prevent spray drift to waterways, neighbouring properties, and non-target vegetation
 - Calibrate equipment before application
-

6.2 Fungicides

Fungicides are used to control turf diseases.

Requirements:

- Use as part of an **integrated disease management program**
 - Rotate chemical groups to prevent resistance
 - Apply at recommended rates and intervals only
-

6.3 Pesticides / Insecticides

Used for control of insects, nematodes, and other pests.

Requirements:

- Use targeted products with minimal non-target impact
 - Avoid application during peak pollinator activity
 - Monitor pest thresholds before application
-

6.4 Fertilisers

Includes granular, liquid, and slow-release products.

Requirements:

- Apply according to soil and turf nutrient requirements
- Avoid over-application to prevent nutrient runoff
- Store separately from pesticides and herbicides where practical



7. Chemical Storage

Storage Facility Requirements

- Secure, locked, and clearly signed chemical storage area
- Weatherproof and well-ventilated
- Impermeable floor with spill containment
- Kept away from waterways, drains, and ignition sources

Storage Practices

- Store chemicals in original labelled containers
 - Segregate incompatible chemicals
 - Maintain a **current chemical register**
 - Keep SDS accessible near the storage area
-

8. Mixing and Loading

- Conduct mixing/loading in designated areas only
 - Use bunded or contained surfaces
 - Use correct measuring devices
 - Never leave chemicals unattended during mixing
-

9. Personal Protective Equipment (PPE)

Appropriate PPE must be worn as specified on the chemical label and SDS, including:

- Gloves (chemical-resistant)
- Eye protection
- Respirators (where required)
- Protective clothing and boots

PPE must be maintained, cleaned, and replaced as necessary.



10. Training and Competency

- Only trained and authorised personnel may handle or apply chemicals
- All staff must receive regular training in:
 - Chemical safety
 - PPE use
 - Spill response
 - Emergency procedures
- Records of training must be maintained

11. Record Keeping

Landfall Turf Farm will maintain accurate records of:

- Chemical purchase and inventory
- Application records (date, area, product, rate, operator)
- Training records
- Incidents and near misses

Records will be retained in accordance with regulatory requirements.

12. Spill and Emergency Response

- Spill kits must be available in storage and mixing areas
- Spills must be contained, cleaned, and reported immediately
- Emergency contact numbers must be clearly displayed
- Any significant spill must be reported to management and relevant authorities

13. Disposal

- Dispose of empty containers according to label instructions
- Triple-rinse chemical containers where required
- Participate in approved chemical drum recycling programs
- Never dispose of chemicals into drains, waterways, or soil



14. Environmental Protection

- Maintain buffer zones around waterways
- Avoid application prior to heavy rainfall or high winds
- Monitor soil and water quality as required
- Promote sustainable and integrated turf management practices

15. Policy Review

This policy will be reviewed:

- At least every **two years**
- Following regulatory changes
- After any significant incident or audit finding

Approved by:

Management – Landfall Turf Farm

Date: _____



Appendix E: Dust Management Plan

Archer Sustainable Farms Pty Ltd



Dust Management Plan (DMP)

Project: Turf Production, Sheds & Infrastructure Development

Site Address: 781 East Tamar Highway, Dilston TAS 7252

Prepared by: Landfall Turf

Date: May 2026

1. Purpose

This Dust Management Plan outlines measures to prevent or minimise dust emissions generated by construction activities, vehicle movements, and turf production operations at the site.

2. Site Description

The site includes turf growing areas, gravel driveways, sheds, a dam, a proposed 365,000 L water tank, and hedging windbreaks. Key dust sources include gravel roads, exposed soils, and construction areas.

3. Roles and Responsibilities

Site Manager: overall compliance.

Supervisors: implementation.

Operators: follow procedures.

Water cart operator: manage watering schedule.

4. Dust Sources

Vehicle movements, construction works, turf operations, and exposed stockpiles.

5. Dust Control Measures

Road watering, speed limits (20 km/h), soil moisture control, staged turf harvesting, windbreak hedging, and covering stockpiles.

6. Water Supply

Dust suppression water sourced from on-site storage or mains tank and applied using water carts and/or irrigation systems.

7. Weather Management

Increase watering during dry periods, suspend works during high winds, adjust based on rainfall.

8. Monitoring

Daily visual inspections. Immediate action required if dust leaves site boundary.



9. Complaints

All complaints recorded and addressed within 24 hours.

10. Corrective Actions

Increase watering, reduce traffic, apply stabilisers, or suspend activities if required.

11. Training

All staff to be inducted on dust control procedures.

12. Review

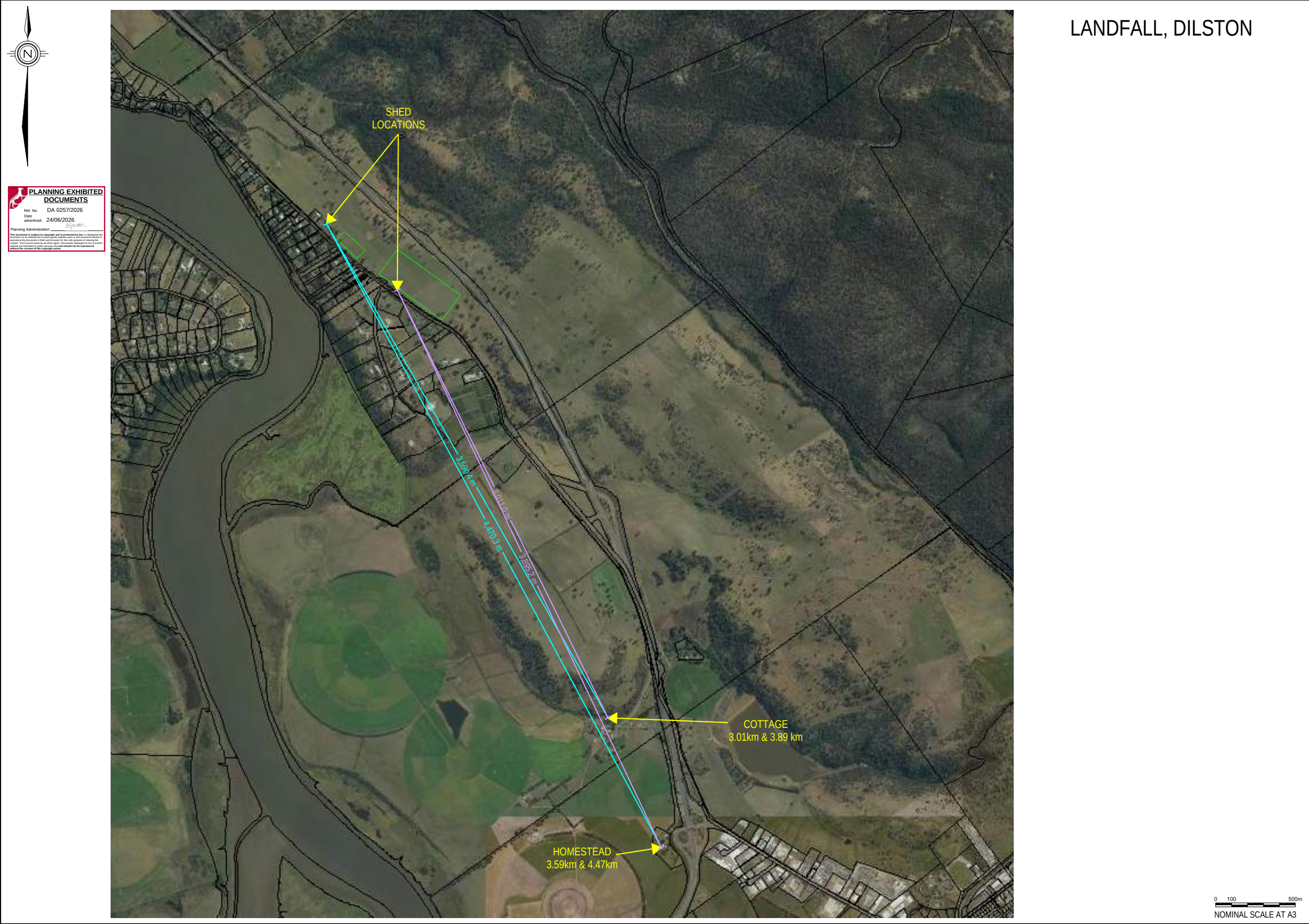
Plan reviewed regularly and updated as needed.

13. Conclusion

Implementation of this plan will minimise dust impacts and ensure regulatory compliance.



Appendix F: Landfall Heritage Listed Buildings Location Plan





**LANDFALL
TURF**

15/06/2026

Iain More
Senior Town Planner
Launceston City Council

Dear Iain,

**Re: Development Application - Further Information Request - DA0257/2026 -
781 East Tamar Highway, Dilston.**

Shed 1 and Shed 2 as proposed will be used directly subservient and associated with the turf growing operations only.

Shed 1 will be used to store the following:

- Tractors
- Truck
- Posi-track
- Mowers
- Implements for the above
- Product for turf management and maintenance
- Hand tools
- Vehicles
- Note: any chemical or fertiliser stored in shed 1 will be in accordance with our Spray plan documented separately.

Shed 2 will be used to store the following:

- Rolls of turf on pallets
- Machinery listed above from time to time but only short term to keep out of sun and weather.

Yours Sincerely,

A handwritten signature in black ink that reads "F G Archer".

Francis Gerald Archer
Director
Landfall Turf

TITLE: 781 East Tamar Highway, Dilston - Resource Development - Construction of buildings and infrastructure for a turf farm (Retrospective)

FILE NO: DA0257/2026

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

APPROVER: Chelsea Van Riet (Executive Leader, Community Assets & Design)

ATTACHMENT ONE:

3. PLANNING SCHEME REQUIREMENTS

3.1 Zone Purpose

11.0 Rural Living Zone

The purpose of the Rural Living Zone is:

11.0.1 To provide for residential use or development in a rural setting where:

- (a) services are limited; or
- (b) existing natural and landscape values are to be retained.

11.0.2 To provide for compatible agricultural use and development that does not adversely impact on residential amenity.

11.0.3 To provide for other use or development that does not cause an unreasonable loss of amenity, through noise, scale, intensity, traffic generation and movement, or other off site impacts.

11.0.4 To provide for Visitor Accommodation that is compatible with residential character.

Consistent

The proposal is for the turf farm is a resource development use on land that was previously used for grazing and cropping. The use is considered to be compatible with the area and the proposed development does not unreasonably impact the residential amenity of the surrounding area.

11.3.1 Discretionary uses

That Discretionary uses do not cause an unreasonable loss of amenity to adjacent sensitive uses.

Consistent

Former resource development uses consisted of grazing, a permitted use within the zone, and cropping, a discretionary use. The proposal is for the continuation of a resource development use that will not cause an unreasonable loss of amenity to adjacent sensitive uses.

A2 External lighting for a use listed as Discretionary:

- (a) must be within the hours of 7.00pm to 7.00am, excluding any security lighting; and
- (b) security lighting must be baffled so that direct light does not extend into the adjoining property.

Complies

Any external lighting will operate between the required hours, and all security lighting will be baffled.

A3 Commercial vehicle movements and the unloading and loading of commercial vehicles for a use listed as Discretionary, excluding Emergency Services, must be within the hours of:

(a) 7.00am to 5.00pm Monday to Friday; (b) 9.00am to 12 noon Saturday; and (c) nil on Sunday and public holidays.
Relies on Performance Criteria Commercial vehicle movements will operate between 7.00am and 5.00pm Monday to Friday (meeting A3(a)), however will also operate between 7.00am and 12.00pm Saturday. As this is unable to meet A3(b), reliance on the performance criteria is required.
P3 Commercial vehicle movements and the unloading and loading of commercial vehicles for a use listed as Discretionary, excluding Emergency Services, must not cause an unreasonable loss of amenity to adjacent sensitive uses, having regard to: (a) the extent and timing of traffic generation; (b) the dispatch of goods and materials; and (c) the existing levels of amenity.
Complies The assessment requires that commercial vehicle movements and the loading and unloading of commercial vehicles will not cause an unreasonable loss of amenity to adjacent sensitive uses. The use will operate commercial vehicles 2 hours prior to the acceptable solution hours on Saturdays. Amenity is defined in the scheme as: <i>means, in relation to a locality, place or building, any quality, condition or factor that makes or contributes to making the locality, place or building harmonious, pleasant or enjoyable.</i> Adjacent is defined as: <i>means, in relation to a locality, place or building, any quality, condition or factor that makes or contributes to making the locality, place or building harmonious, pleasant or enjoyable.</i> It can reasonably be considered that the adjacent sensitive uses are those on the south-western side of John Lees Drive. These residential lots vary in size but are broadly larger than general residential lots and consist of dwellings of varying size. There is a predominant south-western outlook over the river due to the lot and dwelling orientation and the slope of the land. There are a few dwellings that have been built in close proximity to the John Lees Drive, however there a lot of planted vegetation screens the majority of these properties. The amenity can be considered relatively rural residential in nature, with river outlooks facing south-west, and a rural aspect facing north-east across John Lees Drive onto the subject site. The submitted Traffic Impact Assessment discusses vehicle movements. Heavy vehicle movements on average will provide 1-2 movements per day, or 416 truck movements annually. At heavy usage times, this could expand to 44 heavy vehicle movements per day, predominantly at times to harvest and delivery/collection, or if sowing, harvesting, and sand delivery were to occur simultaneously. However, this would only be for a few days a year, noting the annual truck movements. Further, a proposed hedge screening along John Lees Drive would assist in screening vehicle movements. A condition is recommended requiring the use of native vegetation to assist in dust mitigation.

A condition requiring the hedge utilise native vegetation for dust mitigation is proposed.
It is understood that the site is currently an active farm with no restrictions on heavy vehicle movements. The proposed use will not be dissimilar to the existing machinery use on the site. It would not be unusual that John Lees Drive has periods of heavy vehicle usage based on surrounding farming operations. In this respect, the proposal will not have an unreasonable impact on the existing level of amenity.

Accordingly, the proposal complies with the performance criteria.

11.4.1 Site coverage

That the site coverage:

- (a) is compatible with the character of existing development in the area; and
- (b) assists with the management of stormwater runoff.

Consistent

Site coverage is compatible with the existing development in the area and able to consider runoff.

A1 The site coverage must be not more than 400m².

Relies on Performance Criteria

Total site coverage on the title as a result of this development will be 504sqm.
Reliance on the performance criteria is sought.

P1 The site coverage must be consistent with that existing on established properties in the area, having regard to:

- (a) the topography of the site;
- (b) the capacity of the site to absorb runoff;
- (c) the size and shape of the site;
- (d) the existing buildings and any constraints imposed by existing development;
- (e) the need to remove vegetation; and
- (f) the character of development existing on established properties in the area.

Complies

The assessment requires that site coverage be consistent with that existing on established properties in the area.

The site is undulating and taking into account all titles, is exceptionally large, utilised for existing rural purposes. There is sufficient capacity to absorb runoff. The location of the title on which the sheds will be placed is a 340m wide section of land between John Lees Drive and East Tamar Highway. Minimal vegetation will be removed to cater for the uses operation. This section of land and the remained of the property is rural in nature, along with large areas of vegetation. To the south-west of John Lees Drive are larger residential lots with single dwellings and heavily vegetated.

Site coverage on established properties, particularly those surrounding residential properties, is mixed. Whilst there are some smaller houses on the adjacent lots, there is a consistent pattern of site coverage exceeding 400sqm. In this respect, based on the topography, runoff capacity, and size and shape of the property, the proposed site coverage is consistent with that existing on established properties in the area, meeting the performance criteria.

11.4.2 Building height, setback and siting

That height, setback and siting of buildings:

- (a) is compatible with the character of the area;
- (b) does not cause an unreasonable loss of amenity;
- (c) minimises the impact on the natural values of the area; and

(d) minimises the impact on adjacent uses.
Consistent The height, setbacks, and siting of the proposed buildings are compatible with the area, maintain amenity and minimising impacts on natural values and adjacent uses. A1 Building height must be not more than 8.5m.
Complies Shed 1 will have a height of 5.0m while shed 2 will have a height of 3.0m. A2 Buildings must have a setback from a frontage of not less than 20m.
Relies on Performance Criteria Shed 1 will be setback 48.0m from John Lees Drive and 280.0m from the East Tamar Highway. Shed 2 will be setback 311.0m from the highway, and 12.0m from John Lees Drive. Reliance on the performance criteria is required. P2 Buildings must be sited to be compatible with the character of the area, having regard to: (a) the topography of the site; (b) the setbacks of adjacent buildings; (c) the height, bulk and form of existing and proposed buildings; (d) the appearance when viewed from roads and public places; and (e) the retention of vegetation.
Complies The assessment requires that shed 2 is sited to be compatible with the character of the area. The character of the area is a mix of rural residential and agricultural operations. The site is undulating, with its location of the shed chosen due to its flat cleared surface and proximity to John Lees Drive Access and proximity to the southern turf growing area. The shed is of a rural nature for a rural use. It is not dissimilar to large residential uses within rural living areas, and is not out of place to such a rural setting. Adjacent building front setbacks are mixed, some being constructed close to the frontage (6.5m), and some much further away (85.0m). Those further away generally have vegetation for screening. It is proposed that a vegetated screen be planted along the fenceline to, among other things, reduce the buildings visibility from the road. Overall, the shed is compatible with the character of the area, and meets the performance criteria.
A3 Buildings must have a setback from side and rear boundaries of not less than 10m.
Complies All buildings are setback more than 10.0m from any side and rear boundaries.

C2.0 Parking and Sustainable Transport Code

The purpose of the Parking and Sustainable Transport Code is: C2.1.1 To ensure that an appropriate level of parking facilities is provided to service use and development. C2.1.2 To ensure that cycling, walking and public transport are encouraged as a means of transport in urban areas. C2.1.3 To ensure that access for pedestrians, vehicles and cyclists is safe and adequate. C2.1.4 To ensure that parking does not cause an unreasonable loss of amenity to the surrounding area. C2.1.5 To ensure that parking spaces and accesses meet appropriate standards. C2.1.6 To provide for parking precincts and pedestrian priority streets.
Consistent Appropriate parking and access arrangements for the use are proposed.

C2.5.1 Car parking numbers

That an appropriate level of car parking spaces are provided to meet the needs of the use

Consistent

A1 The number of on-site car parking spaces must be no less than the number specified in Table C2.1, less the number of car parking spaces that cannot be provided due to the site including container refund scheme space, excluding if:

- (a) the site is subject to a parking plan for the area adopted by council, in which case parking provision (spaces or cash-in-lieu) must be in accordance with that plan;
- (b) the site is contained within a parking precinct plan and subject to Clause C2.7;
- (c) the site is subject to Clause C2.5.5; or
- (d) it relates to an intensification of an existing use or development or a change of use where:

- (i) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is greater than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case no additional on-site car parking is required; or
- (ii) the number of on-site car parking spaces for the existing use or development specified in Table C2.1 is less than the number of car parking spaces specified in Table C2.1 for the proposed use or development, in which case on-site car parking must be calculated as follows:

$$N = A + (C - B)$$

N = Number of on-site car parking spaces required

A = Number of existing on site car parking spaces

B = Number of on-site car parking spaces required for the existing use or development specified in Table C2.1

C = Number of on-site car parking spaces required for the proposed use or development specified in Table C2.1.

Complies

There are no parking requirements for Resource Development under Table C2.1. Notwithstanding, vehicles will be able to utilise an informal parking area.

C2.6.3 Number of accesses for vehicles

That:

- (a) access to land is provided which is safe and efficient for users of the land and all road network users, including but not limited to drivers, passengers, pedestrians and cyclists by minimising the number of vehicle accesses;
- (b) accesses do not cause an unreasonable loss of amenity of adjoining uses; and
- (c) the number of accesses minimise impacts on the streetscape.

Consistent

A1 The number of accesses provided for each frontage must:

- (a) be no more than 1; or
- (b) no more than the existing number of accesses, whichever is the greater.

Complies

No new accesses into the site are proposed.

C3.0 Road and Railway Assets Code

The purpose of the Road and Railway Assets Code is:

- C3.1.1 To protect the safety and efficiency of the road and railway networks; and
- C3.1.2 To reduce conflicts between sensitive uses and major roads and the rail network.

Consistent

The safety and efficiency of the road network will be retained.

C3.5.1 Traffic generation at a vehicle crossing, level crossing or new junction

To minimise any adverse effects on the safety and efficiency of the road or rail network from vehicular traffic generated from the site at an existing or new vehicle crossing or level crossing or new junction.

Consistent

A1.4 Vehicular traffic to and from the site, using an existing vehicle crossing or private level crossing, will not increase by more than:

- (a) the amounts in Table C3.1; or
- (b) allowed by a licence issued under Part IVA of the *Roads and Jetties Act 1935* in respect to a limited access road.

Complies

Table C3.1 requires the acceptable increase in annual average daily traffic for vehicles up to 5.5m (light vehicles) is 20% or 40 vehicle movements per day, whichever is greater. For vehicles longer than 5.5m (heavy vehicles), it is 20% of 5 vehicle movements per day, whichever is greater.

On average, there will be 22 movements light vehicle per day, and there will be 1-2 heavy vehicle movements per day, meeting Table C3.1.

C6.0 Local Historic Heritage Code

The purpose of the Local Historic Heritage Code is:

C6.1.1 To recognise and protect:

- (a) the local historic heritage significance of local places, precincts, landscapes and areas of archaeological potential; and
- (b) significant trees.

C6.1.2 This code does not apply to Aboriginal heritage values.

Consistent

The subject site, being 781 East Tamar Highway, contains eight titles. The property is described as 'Landfall', with the specific extent the entirety of the site (all titles). Title CT141733/1 forms part of the overall site and is located on the state heritage register. The extent of the state listing is limited to this title, however through historic changes, the entirety of the property and its ownership is within the local listing.

The state listing identifies the site 'Landfall' is of historic heritage significance because of its ability to demonstrate the principal characteristics of a three storey Old Colonial Georgian mill building (although it has always been used as a residence), and its associated buildings including a Federation Bungalow house. The cottage is of historic heritage significance because of its ability to demonstrate the principal characteristics of a Federation Bungalow style house.

The location to which the current proposal is to operate is some 3.0km north of the identified areas of historical significance. Accordingly, the development will not impact on the current historic values of the property.

C6.5.1 There are no Use Standards in this code.

C6.6.2 Site coverage

That site coverage is compatible with the local historic heritage significance of local heritage places.

Consistent

The site coverage is compatible with the local historic heritage significance of the site.

A1 No Acceptable Solution.
Relies on Performance Criteria
P1 The site coverage must be compatible with the local historic heritage significance of a local heritage place, having regard to: (a) the topography of the site; and (b) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person.
Complies
The site coverage will not take away from the local historic heritage significance of the site noting the distance between the proposed use and heritage values of the property.

C6.6.3 Height and bulk of buildings

That the height and bulk of buildings are compatible with the local historic heritage significance of local heritage places.
Consistent
The height and bulk of buildings are compatible with the local historic heritage significance of the site.
A1 No Acceptable Solution
Relies on Performance Criteria
P1 The height and bulk of buildings must be compatible with the local historic heritage significance of a local heritage place, having regard to: (a) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) the character and appearance of the existing building or place; (c) the height and bulk of other buildings in the surrounding area; and (d) the setting of the local heritage place
Complies
The height and bulk of the buildings will not take away from the local historic heritage significance of the site noting the distance between the proposed use and heritage values of the property.

C6.6.4 Siting of buildings and structures

That the siting of buildings is compatible with the local historic heritage significance of local heritage places.
Consistent
The siting of the two buildings are compatible with the local historic heritage significance of the site.
A1 No Acceptable Solution
Relies on Performance Criteria
P1 The front, side and rear setbacks of a building must be compatible with the local historic heritage significance of the place, having regard to: (a) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person; (b) the topography of the site; (c) the size, shape, and orientation of the lot; and (d) the setbacks of other buildings in the surrounding area.
Complies

The setbacks of the buildings will not take away from the local historic heritage significance of the site noting the distance between the proposed use and heritage values of the property.

C6.6.6 Roof form and materials

That roof form and materials are compatible with the local historic heritage significance of local heritage places.

Consistent

The roof form and materials are compatible with the local historic heritage significance of the place.

A1 Replacement roofs on local heritage places which will be visible from any road or public open space adjoining the site, must be of a form and material to match the existing roof being replaced.

Relies on Performance Criteria

As a new roof is proposed, reliance on the performance criteria is required.

P1 Roof form and materials must be compatible with the local historic heritage significance of a local heritage place, having regard to:

- (a) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person;
- (b) the design, period of construction and materials of the building on the site that the roof directly relates to;
- (c) the dominant roofing style and materials in the setting; and
- (d) the streetscape.

Complies

The proposed roof forms will not take away from the local historic heritage significance of the site noting the distance between the proposed use and heritage values of the property.

C6.6.8 Outbuildings and structures

That the siting of outbuildings and structures are compatible with the local historic heritage significance of local heritage places.

Consistent

The siting of outbuildings and structures are compatible with the local historic heritage significance of the place.

A1 Outbuildings and structures on local heritage places must:

- (a) not be located in the front setback;
- (b) not be visible from any road or public open space adjoining the site;
- (c) not have a side that is longer than 3m;
- (d) have a gross floor area less than 9m²;
- (e) have a combined total area of all outbuildings on the site of not more than 20m²;
- (f) have a maximum height less than 2.4m above existing ground level;
- (g) not have a maximum change of level as a result of cut or fill of more than 1m; and
- (h) not encroach on any service easement or be located within 1m of any underground service.

Relies on Performance Criteria

P1 Outbuildings and structures must be compatible with the local historic heritage significance of a local heritage place, having regard to:

- (a) the historic heritage values of the local heritage place as identified in the relevant Local Provisions Schedule, or if there are no historic heritage values identified in the relevant Local Provisions Schedule, the historic heritage values as identified in a report prepared by a suitably qualified person;

(b) the bulk, form and size of buildings on the site; (c) the bulk, form and size of the proposed outbuilding or structure; (d) the external materials, finishes and decoration of the outbuilding or structure; and (e) the visibility of the outbuilding or structure from any road or public open space adjoining the site.
Complies The outbuildings will not take away from the local historic heritage significance of the site noting the distance between the proposed use and heritage values of the property.

C6.6.9 Driveways and parking for non-residential purposes

That driveways and parking for non-residential purposes are compatible with the local historic heritage significance of local heritage places.
Consistent
A1 Driveways and parking areas for non-residential purposes on local heritage places must be located behind the building line of buildings located or proposed on a site.
Complies The driveways are well behind the building line of the heritage listed buildings on the property.

C8.0 Scenic Protection Code

The purpose of the Scenic Protection Code is: C8.1.1 To recognise and protect landscapes that are identified as important for their scenic values.
Consistent The proposal will protect the landscape values of the area.

C8.6.2 Development within a scenic road corridor

That: (a) destruction of native vegetation or exotic vegetation does not cause an unreasonable loss of scenic value of scenic road corridors; and (b) buildings and works do not cause an unreasonable loss of the scenic value of scenic road corridors.
Consistent Vegetation removal is exempt under C8.4.1(a) noting the removal was associated with crop production land. The proposed works will not cause an unreasonable loss of scenic value.
A1 Destruction of exotic trees with a height more than 10m, native vegetation, or hedgerows within a scenic road corridor must not be visible from the scenic road.
Not Applicable
P1 Destruction of exotic trees with a height more than 10m, native vegetation, or hedgerows within a scenic road corridor must not cause an unreasonable reduction of the scenic value of the road corridor, having regard to: (a) the nature, extent and location of the exotic trees, native vegetation and hedgerows; and (b) the purpose of any management objectives identified in the relevant Local Provisions Schedule.
Not Applicable
A2 Buildings or works within a scenic road corridor must not be visible from the scenic road.
Relies on Performance Criteria Only the East Tamar Highway is defined as a scenic road corridor, as described within LAU-C8.2.1 of the Local Provisions Schedule. John Lees Drive is not a scenic road corridor for the purposes of assessment.

The two buildings will be visible from the highway, relying on performance criteria.

P2 Buildings or works within a scenic road corridor must not cause an unreasonable reduction of the scenic value of the road corridor, having regard to:

- (a) the topography of the site;
- (b) proposed reflectance and colour of external finishes;
- (c) design and proposed location of the buildings or works;
- (d) the extent of any cut or fill required;
- (e) any existing or proposed screening;
- (f) the impact on views from the road; and
- (g) the purpose of any management objectives identified in the relevant Local Provisions Schedule.

Complies

The assessment requires that buildings and works within a scenic road corridor must not cause an unreasonable reduction of the scenic value of the road corridor.

Scenic value is defined as:

means the specific characteristics or features of the landscape that collectively contribute to a scenic protection area or a scenic road corridor, as described in the scenic protection areas list or the scenic road corridors list in the relevant Local Provisions Schedule.

The site is within the LAU-C8.2.1 Tamar Valley corridor. Scenic value is described as: *The Scenic Road Corridor is composed of a series of natural and manmade elements. It focuses on the foreground and middle ground surrounding the Tamar Valley Tourist Route. Together with the Tamar River and Rural Hills Scenic Protection Areas, the corridor provides a distinct landscape with clearly defined foreground, middle ground and background sections. Classified as a state highway, the route is heavily trafficked by locals and tourists.*

Limited development in the foreground of the corridor has protected views to the Tamar River and surrounding hillsides. Together with the undulating hillsides, the highway has a series of key vistas, where the land falls away and the middle ground and background are visible. This landscape character contributes to the arrival experience into and from Launceston to the north. It is important to maintain the scenic character of the highway. To do this, the foreground needs to remain clear of large structures or bold additions.

The proposed use as a turf farm will maintain the southern undeveloped rural nature of the area. The proposal as it complies with the criteria is listed below.

- (a) the topography of the site

The undulating topography of the property assists in screening the built development from all avenues of its ability to be seen from the highway.

- (b) proposed reflectance and colour of external finishes;

A condition requiring non-reflective finishes will assist in any perceived visual intrusion.

- (c) design and proposed location of the buildings or works;

The larger shed, being shed one, is located to the north of the site and will be setback at a greater distance from the road. Its visibility from the highway will be minimal, noting it will be set in front of existing structures at 308 John Lees Drive (Dilston Memorial Hall). It will blend into the built environment of what is already existing.

The smaller shed will be located closer to the viewpoints from the highway, however due to its smaller nature will come across as a common agricultural shed associated with the agriculture use on site.

(d) the extent of any cut or fill required;
Cut and fill will be minimal in the context of the site.

(e) any existing or proposed screening;
The proposed 4.0m high Leighton Green species hedge screening along John Lees Drivew will further assist in providing a natural backdrop to the proposed development. As previously stated, a condition requiring the hedge to consist of native vegetation is proposed.

(f) the impact on views from the road; and
As discussed, impacts on views from the road will not be unreasonable.

The sheds will be finished in darker tones and non-reflective materials.

(g) the purpose of any management objectives identified in the relevant Local Provisions Schedule.
The placement of the sheds would be consistent with the rural/rural residential nature of the area and are not located as to hinder views or scenic quality, meeting the management objectives.

The proposal complies with the performance criteria.



Planning Department
City of Launceston Council
Town Hall, 18-28 St John Street
LAUNCESTON TAS 7250

Attention: *Iain More, Senior Town Planner*

9 July 2026

Dear Iain,

RE: Planning Application, DA0257/2026 – 781 East Tamar Highway, Dilston

This letter is prepared in response to submissions received during the public exhibition period for a proposed turf growing enterprise at 781 East Tamar Highway, Dilston.

We acknowledge that whilst a number of submissions have been received, many are in support of the proposal. In saying that though, we further acknowledge that there has been some concerns raised by community members, and we hope that our response to the broader issues below provide clarification, and enable the Planning Authority to consider the facts and details of the proposal, and the provisions of the Planning Scheme when deciding in relation to the development application.

Issue: VEGETATION REMOVAL / FLORA AND FAUNA CONCERNS

- Destruction of Trees.
- Substantial amount of mature native vegetation have already been removed.
- The extent of vegetation removal is inconsistent with the objectives of the Scenic Protection Code and the Natural Assets Code
- Historic Trees removed Feb 2026.

Response:

The subject land does not contain any trees registered by the Tasmanian Heritage Council or the National Trust. A total of 8 trees have been removed from the development site, four of which were dead, and the other 4 trees were required for removal to allow for irrigation infrastructure. This is not in any way wholesale clearing, particularly in consideration of the site size, and the plantings undertaken over the past 20 years on the property. It is considered that the removal of the 8 trees is consistent with vegetation exemptions under the Tasmanian Planning Scheme Table 4.4.1 (f) and (g).

It should be noted that the land owner is currently investigating a possible conservation covenant on the area of the site east of the proposed turf growing operation on the eastern side of the East Tamar Highway, within 500m of the development area and within the subject title.



An offset is also proposed as forming part of the development proposal, in the way of a vegetation screening between the turf growing areas and John Lees Drive.

The removal of native vegetation meets exemption C8.4.1(a) of the Scenic Protection Code, and as detailed within the Planning Submission Report which accompanied the Development Application.

Issue: **NATURAL VALUES AND LANDSCAPING**

- Natural Values & Landscape Values concerns.
- Scenery / view is impacted from both directions of the East Tamar Highway and John Lees Drive.
- The extent of vegetation removal is inconsistent with the objectives of the Scenic Protection Code and the Natural Assets Code.
- Indigenous species wanted in proposed screening.
- No environmental impact assessment provided.
- Some representors are concerned with a loss of view from the implementation of the proposed screening, whilst others are wanting further screening.

Response:

Attached to this response is a map clearly showing that the proposed development area does not encroach upon the overlays of Priority Vegetation Areas and Waterway and Coastal Protection Areas. The development has been carefully selected in terms of placement on the site, to retain the sensitive and natural values areas as identified by the Tasmanian Planning Scheme overlays.

As detailed above, the removal of native vegetation meets exemption C8.4.1(a) of the Scenic Protection Code, and as detailed within the Planning Submission Report which accompanied the Development Application. The removal of 8 trees which have been undertaken on the site, is also consistent with vegetation exemptions under the Tasmanian Planning Scheme Table 4.4.1 (f) and (g).

The proponents wish to advise the Planning Authority that as discussed and mentioned within the Planning Submission Report, they are happy to have a condition upon any approval that the hedging screen which was proposed to be planted with Leighton Green be replaced with native species. However, as previously alluded to, native species are generally slower to grow and may have in time maintenance issues and aesthetic values may diminish over time.

The Tasmanian Planning Scheme does not require an environmental impact assessment to have been provided. However, the proponents have considered environmental issues as far as chemical and pesticide usage and potential dust generation, and have prepared further additional measures and plans which were provided with the Development Application.

Issue: **AMENITY**

- Incompatible use, agriculture vs residential.



- Unreasonable loss of amenity though noise, intensity, traffic, dust or chemical drift.
- Dust during establishment works and lack of dust suppression.
- Dust on days with 50-60kmh winds.
- Zoned as Rural Living B.
- Visual amenity, Odour & Light Spill.
- Sheds & Buffer Zone distances.

Response:

The proponents acknowledge that a past issue of dust generation occurred, and this is regrettable and of which occurred on a summer day with extreme wind and weather conditions. The proponents have taken responsibility for that event. Practices have been improved as a result of learnings from this issue.

It is noted that dust should be limited only to construction phase, as with any construction activity. Site preparations have pushed ahead with stabilisation materials, and irrigation of the grassed areas to suppress dust and reduce wind erosion. Also to reduce the erosion in winter months when expecting higher levels of rainfall.

The use is a discretionary use within the Rural Living zone, and the use provisions of the zone have been addressed within the Planning Submission Report. It is not expected the use of any chemicals or pesticides on the site would generate any odour that would be detectable by residents in nearby areas.

Any proposed security or operational lighting is not expected to impact in any detrimental way on nearby residents. Any external lighting will operate within the parameters of the hours stipulated in the acceptable solution of the zone provisions of the Tasmanian Planning Scheme.

The proposed sheds will be constructed once relevant planning and building approvals have been gained. The proposed sheds are located a sufficient distance from any nearby dwelling, and physically separated by John Lees Drive, the proposed hedging screen and the internal access roadway. The larger of the two proposed sheds is no closer to the frontage boundary to John Lees Drive than the East Tamar Men's Shed, and will be of similar size and scale.

Issue: **CHEMICAL AND PESTICIDE USE**

- "Toxic chemicals were sprayed to kill grass and poison the soil" residents forced to breath in residue etc.
- Health issues associated with turf farms.
- Wide ranging environmental impacts from turf farming.
- Concerns of chemical runoff & Spray Drift.
- Agrochemical management plan requested.



Response:

Spraying was undertaken on the site in late 2025 (November) as part of re-pasturing for the grazing activities on site, and undertaken in accordance with Australian Pesticides and Veterinary Medicines Authority (APVMA).

There have been many presumptions on what is being sprayed on site and for what purpose within representations received.

The landowners have been using fertiliser on their land for decades. They do not anticipate increasing the level of nutrient that they will apply to the turf farm over and above what is required for their current use of grazing on the site. All products will be used as recommended by an agronomic professional.

The use of any chemicals in association with the turf growing operation will be in line with industry best practice and enforced standards and regulations to operations undertaken in Tasmania. The Development Application included a Chemical Usages and Storage Policy.

Issue: **RETROSPECTIVE APPLICATION**

- Retrospective nature of application.
- Turf farm has been established and appears operational. Installation of irrigation infrastructure.
- Level 1 activity and expected assessments.

Response:

The lodged Development Application seeks retrospective approval. However, many activities occurring on this site in recent months remain consistent with what could reasonably occur for grazing, the existing use of the site and a use which is a No Permit Required land use. This advice has been provided by Council's own regulatory department over a number of months to the proponent, when concerns have been raised by community members.

Prior to the lodgement of the Development Application, netting was laid to stabilise grass and soil, and at this point in time, the activity shifted from what is ordinarily required for grazing and into true turf growing, that is, growing turf specifically for harvest into rolls or slabs for commercial or domestic supply, including associated transport.

A level 1 activity falls to local government to administer. Level 1 activities are defined in EMPCA as "an activity which may cause environmental harm in respect of which a permit under the Land Use Planning and Approvals Act 1994 is required but does not include a level 2 activity or a level 3 activity."

A Turf Growing Operation is not an activity listed in C9.0 Attenuation Code of the Tasmanian Planning Scheme, and therefore the Planning Authority can only consider the relevant Codes which apply to the use and development.

Issue: **WATER USAGE AND IRRIGATIONS**

- Concerns around water usage.
- Sufficient water storage on site.
- Runoff.
- Extraction from local supplies.



Response:

It is noted that the concerns raised included tendering of information from NSW Department of Primary Industries, where New South Wales is a different climate to Tasmania entirely. Estimates for Tasmanian climate for turf growing operations are 2ML less than NSW numbers i.e. 6-8ML vs 4ML per hectare per year.

The proponents wish to advise that the water needs of the turf growing operation equate only 3.4% of the water storage contained on the property within NRE approved dams. Water irrigation is drawn only from these on-site dams and water storage tanks which are proposed. The proponents will not be using water from the local supply for irrigation purposes.

Issue: **TRAFFIC**

- Heavy vehicle noise.
- Adequacy of Traffic Impact Assessment, including age of date, relevance, seasonal variations, weekend trading and nearby bus service infrastructure.

Response:

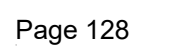
Attached to this response is a letter provided by the qualified Traffic Engineer and the author of the original Traffic Impact Assessment, which accompanied the Development Application, and provides responses to the matters raised.

The proposal is considered to be consistent with the Tasmanian Planning Scheme - Launceston and should therefore be considered for approval. We ask that the Planning Authority consider the facts and details of the development application, together with this response when deciding on the planning merits of the subject development application.

Kind Regards,

Rebecca Green

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Planning | Transport | Urban Design | Waste Management | Landscape Architecture | Civil Engineering

7 July 2026

Rebecca Green
Rebecca Green & Associates

**DA0257/2026 – Response to Representations
781 East Tamar Highway, Dilston**

Dear Rebecca

The following letter provides responses to traffic engineering items raised in representations for DA0257/2026.

Category	Issues Raised	Response
Traffic Surveys	Traffic counts undertaken in May 2022 may not be reflective of current traffic volumes	The date of traffic data is relatively recent in the normal context of traffic engineering and there is no reason to suggest there has been any significant development within the Dilston area between 2022 and 2026 that might result in a step change in traffic volume. Between 2017 and 2022 (the two available survey years) the compound annual growth rate is less than 1.0%. The 2022 traffic volumes are considered to be broadly reflective of current activity.

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Category	Issues Raised	Response
Daily and Seasonal Variation	Traffic surveys do not appear to consider seasonal variations (e.g. Christmas period) or Saturday trading	It is normal to consider typical conditions, rather than seasonal peaks. Notwithstanding, the existing road carries just 1,364 vehicles per day on weekdays and is designed to a standard that exceeds a Code S4 road which has a nominal capacity of 2000 vehicles per day. Even a seasonal variation amounting to up to 50% of typical traffic volumes would remain generally within the capacity of the road such that the road is currently operating well below its nominal capacity. Existing Saturday traffic volumes are substantially lower than weekday average (by around 20-25%).
Bus Services	No consideration of existing public transport services or school bus services	There is one bus route that services John Lees Drive: Route 772 – Low Head to Launceston operated by Kinetic. Route 772 operates two services in each direction on weekdays, and one service in each direction on weekends and public holidays. Bus stops at Peddie Drive are located clear of the site access point by more than 100 metres and will not cause any specific conflict. The level of traffic generated by the proposal will not significantly impact on existing bus services.
Access Design	Swept path diagrams have not been provided for the truck access point	The report recommends upgrading the existing truck access to comply with Tasmanian Standard Drawing TSD-R05 which is suitable for truck and trailer combinations up to 19.0 metres. No further assessment is required.

Category	Issues Raised	Response
Traffic on Local Roads	Increased traffic on local roads which may not be designed or maintained for this purpose	The only public roads to be used by the proposal are John Lees Drive and East Tamar Highway, which are suitable for the intended use.
Crash History	'Near miss' incidents caused by confusing road markings have not been considered	The TIA did not identify an particular road safety concerns on John Lees Drive that are relevant to the proposal. If there are existing issues with line marking and/or signage, these are a matter for the road authority. No existing issues will be exacerbated by the proposal.
Pedestrians and Cyclists	The local community including pedestrians walking pets and children riding bicycles utilise the pedestrian walk and cycle section along John Lees Drive	The shoulder that is signposted as a walking/cycling route is located west of the Peddie Drive intersection. Trucks associated with the proposal are intended to be directed primarily to and from the east, using the existing truck access. There will be minimal truck activity interacting with the walking/cyclin route.
Access Design	Trucks turning right into the site must use the right hand lane and cross double white lines	There is an existing break in the double white lines that permits legal right turn movements. The rate of deceleration for trucks turning right into the site will be sufficiently low so as to allow ample time for any following vehicles to adjust speed appropriately without causing undue risk of rear end conflict.
Sight Distance	The provided sight distance of 111 m does not consider bend in the road	The available sight distance documented in the TIA shows the minimum available. The actual sight distance far exceeds 111 metres and is considered suitable for the design speed.

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Category	Issues Raised	Response
Access Design	Insufficient space to provide 5-metre radius splay for the light vehicle crossover	There are no constraints that would prevent a compliant splay from being provided. The western splay is shared with the adjacent crossover. The eastern splay can be provided without significant difficulty.

If you have any queries, or require further clarification on the above advice, please contact the undersigned.

Mark Petrusma
Senior Associate – Transport
Ratio Consultants

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City of Launceston

Flood Mitigation Program (FMPrG) Program Charter

Version: v2.2
Date: 16 June 2026

Prepared by:
Flood Mitigation Advisor
City of Launceston

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1. Context and Intent

Flood risk in Launceston is shaped by interacting riverine, stormwater, estuarine, and climate-driven processes across the Tamar–Esk catchment. Managing this risk requires a coordinated program of technical studies, engagement, agency input, and Council reporting.

The Flood Mitigation Program (FMPrg) is being established to guide the preparation of the Flood mitigation Plan. It provides the governance and planning structure for investigation, option development, engagement, and future Council consideration.

Launceston cannot properly understand or reduce flood risk by looking only at land, assets, and infrastructure within the municipal boundary. The central focus of the Flood Mitigation Plan remains reducing flood risk to Launceston by testing whether the city's flood defences, drainage systems and related flood infrastructure are fit for propose under current and future conditions, including agreed climate futures. That work must also consider the wider Esk-Tamar system, including the upper catchment flows, mid-catchment floodplain storage and conveyance, tributary in flows, and downstream Tamar Estuary conditions.

This approach does not give Council authority over land, assets, or functions outside its jurisdiction. It allows Council to test options at a planning level, understand possible benefits, constraints, and costs, and identify where further work would require the involvement of neighbouring Councils, State agencies, assets owners, landholders or other partners, The Working Groups are central to stakeholder and agency engagement. They provide a practical way to bring the right people to the table early, to work with them through the investigation process, and test assumptions, constraints, opportunities, and likely responsibilities before options are refined or taken to the wider community.

Working Group participation will be targeted to location, issue, and the option under consideration. The Working Groups will help to identify practical incentives and co-benefits where options depend on landholder, agency or partner participating, including the “what’s in it for me” question? They will also support exploration of structural, non-structural, nature-based flood mitigation and other innovative approaches, applied science and research, and partnerships models that may be transferrable to other flood-prone communities and strengthen future State and Commonwealth funding opportunities. This may also position Launceston as a practical test case for flood mitigation approaches that could be adopted or scaled up in other flood prone communities. This allows options to be tested against local interests, land use, operational community benefits before they are considered in more detail.

The Program recognises that flood mitigation planning for Launceston will span several years, involve technical uncertainty, residual risk, landholder interests, contested trade-offs, community impact, and funding considerations.

The Program is not an implementation or capital works program. It separates investigation, feasibility, future funding decisions, and delivery decisions so that Council decision-making role is preserved.

The Flood Mitigation Plan (FMP) is the main public facing output of the Program. The Program Master Plan sets out the sequence of the work required it prepare it.

2. Purpose of the Charter

This Charter establishes the Flood Mitigation Program as the governance and planning framework for the City of Launceston Flood Mitigation Plan (FMP).

The Charter defines the Program's authority, scope, governance arrangements, roles, responsibilities, and decision points. It also confirms how the Program relates to supporting documents, including the Steering Committee Terms of Reference, Program Master Plan, Working Groups arrangements, Integrated Governance, Delivery and Budget Matrix and the Quarterly Action Plans.

The Charter is the primary governance document for the Program. Supporting documents must operate within the authority, scope and governance arrangements set by the Charter.

This Charter does not approve capital works, authorise procurement or commit funding.

3. Program Mandate and Authority

The Flood Mitigation Program provides the governance and planning structure for preparing the Flood Mitigation Plan and supporting future consideration of flood mitigation options.

The program derives its mandate from:

- Council direction to develop a Flood Mitigation Plan and supporting investigation program;
- delegation from the Chief Executive Officer; and
- the NEMA-endorsed Implementation Plan;
- the executed Disaster Ready Grant Deed for DRFR300013 Launceston Flood Mitigation Plan, administered by Tasmanian DPAC/RRT; and
- relevant State and Commonwealth requirements.

The program is authorised to coordinate investigations planning technical studies engagement option development feasibility assessment, funding advice and preparation of the Flood Mitigation Plan.

Future business cases, funding approvals and implementation decisions sit outside the Program and are subject to separate Council processes.

4. Program Objectives

The Objectives of the Flood Mitigation Program are to:

- prepare a Flood Mitigation Plan for Council consideration;
- improve Councils understanding of the flood behaviour across the Tamar-Esk catchment, Launceston urban floodplain and Tamar Estuary;
- assess current and future flood risk, including agreed climate futures and sea level rise assumptions;
- identify, develop and test flood mitigation options across the four program zones;
- consider technical, social, cultural, vulnerability, equity, economic, environmental and regulatory matters in option assessment;
- support structured engagement with key stakeholders, agencies and technical partners, landholders and the wider community;

- provide a clear evidence base to support future Council decisions on prioritisation, funding and delivery; and
- meet relevant NEMA-endorsed Implementation Plan and the Disaster Ready Fund Grant Deed requirements.

5. Scope of the Program

The Flood Mitigation Program includes the investigation, planning, engagement and reporting required to prepare the Flood Mitigation Plan

The Program scope includes:

- hydrologic, hydraulic and supporting technical and studies across the Tamar-Esk flood system;
- assessment of current and future flood risk, including agreed climate futures and sea level rise assumptions; review of flood behaviour across the catchment, urban flood plain, levee system, stormwater systems and Tamar Estuary;
- identification, development and testing of flood mitigation options across the four program zones;
- assessment of social, cultural, vulnerability, equity, economic, environmental and regulatory considerations;
- structured engagement with key stakeholders, agencies, technical partners, landholders and wider community, preparation of prioritisation, staging, funding and implementation advice to support future Council decisions; and
- Preparation of the Launceston Flood Mitigation Plan and supporting reports.

6. Relationship to Key Documents

The Program Charter is the primary governance document for the Flood Mitigation Program. It sets the Program's authority, scope, governance arrangements, roles and decision points.

Supporting documents sit under the Charter and should be read together. Each document has a different role in managing the Program.

6.1 Governance documents

These documents set the governance arrangements for the Program:

Owner	Document
Council	<i>Steering Committee Terms of Reference (SC ToR)</i> - sets out the role, membership and operating arrangements for the Steering Committee. (See Appendix 1)
Steering Committee	<i>RACI & Decision Points Framework</i> - sets out roles, responsibilities, decision points and escalation arrangements.
	<i>Working Group Master Terms of Reference</i> - set out the common role, operating arrangements and advisory scope and participation arrangements for the for Working Groups
	<i>Working Group Appointment Briefs</i> - set out the purpose, scope, participation arrangements, expected outputs and main links for

	each Working Group and support appointment, partner onboarding and meeting set-up.
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6.2 Program planning and tracking documents

These documents set out how the Program will be planned, sequenced and tracked:

Owner	Document
Steering Committee	<i>Program Master Plan & Delivery Roadmap</i> - sets out the program sequence, phases, timing and key inputs for preparing the Flood Mitigation Plan.
	<i>Integrated Governance, Delivery & Budget Matrix</i> - links, program actions, timing, indicative budget, responsibilities and reporting requirements
	<i>Quarterly Action Plans</i> - set out the activities, milestones and reporting requirements for each quarter.

6.3 Engagement and reporting documents

These documents support engagement, reporting and preparation of the final Plan:

Owner	Document
Council	<i>Stakeholder and Community Engagement Plan - Summary Version (See Appendix 2)</i>
	<i>Flood Mitigation Plan (FMP)</i> - the main public-facing strategic output of the Program.
Steering Committee	<i>Stakeholder and Community Engagement Plan</i> – sets out the approach to stakeholder, agency, landholder, and wider community engagement.

Supporting documents must operate within the authority, scope and governance arrangements set by this Charter.

If there are any inconsistencies between this Charter and a supporting document, this Charter prevails.

7. Governance Structure

The Flood Mitigation Program is governed through Council governance existing governance, reporting and delegation arrangement.

The Program governance structure includes:

7.1. Program Sponsor

The Program Sponsor is the Chief Executive Officer or delegated Executive Leader. The Program Sponsor provides executive oversight, confirms alignment with Council priorities and requirement, and escalates matters to Council where required.

7.2 Program Owner

The Program Owner is the Senior Leader City Infrastructure.

The Program Owner is responsible for program oversight, alignment with approved program documents, budget oversight, Grant Deed requirements and ensuring matters are brought to the Steering Committee, Executive Leadership Team, CEO or Council where required.

7.3 Steering Committee

The Steering Committee provides oversight; reviews key program matters and endorses items for progression through agreed decisions points consistent with its Terms of Reference.

7.4 Working Groups

The Working Groups provide structured technical, stakeholder, agency and partner input to support the Mitigation Plan.

Working groups operate under approved Terms of Reference or appointment briefs and provide advice to the Steering Committee.

7.5 Flood Mitigation Advisor

The Flood Mitigation Advisor leads the day-to-day coordination of the Program and provides secretariat support to the Steering Committee and Working Groups.

The role includes managing the preparation of agendas, papers and meeting records; tracking action, risks and decisions; the establishment and operation of Working Groups; maintaining program documentation; supporting budget tracking; and supporting reporting against the NEMA-endorsed Implementation Plan and Disaster Ready Fund Grant Deed requirements.

7.6 Specialist advisors

The Program may draw on specialist advisors, current or former Council officers, government agencies, technical experts, consultants and partner organisations where advice or technical studies are required.

This may include advice on finance, procurement, governance, legal, risk, communications, community engagement, infrastructure planning, emergency management, environmental matters, cultural, heritage, land use planning, GIS, data or other matters relevant to the Program.

Specialist advisors provide advice and information only.

8. Roles, Responsibilities and Decision Rights

Roles, responsibilities and decision rights are defined to support clear accountability across the Flood Mitigation Program.

Decision rights are separated between:

- investigation and technical work;
- Steering Committee review and endorsement;
- Executive, CEO and Council reporting processes; and
- funding, procurement and deliver decision that requiring separate Council approval.

Detailed role allocation is set out in the RACI and Decision Points Framework, which operates under this Charter.

9. Decision Points

The Flood Mitigation Program will use agreed decision points to support orderly review, endorsement and reporting as the Program progresses.

Decision point may apply to:

- approval of key program documents;
- confirmation of baseline assumptions, data gaps and modelling inputs,
- endorsement of technical studies scopes and assessment methods,
- review of technical findings, risks and residual risks,
- development and refinement of flood mitigation options
- prioritisation and staging options
- preparation of Council, ELT and Grant reporting and
- preparation and finalisation of the Flood Mitigation Plan.

Decision points will be supported by clear advice on the matter being considered, the information relied on, key risks, required inputs, LFA concurrence requirements where relevant, and any matter requiring escalation.

The Steering Committee may endorse a matter to progress, request further work, defer endorsement or refer the matter through the appropriate Council Process.

Detailed decisions points, roles and responsibilities are set out in the RACI and Decision Point Framework.

10. Risk, Assurance and Residual Risk Management

Risk management is a core part of the Flood Mitigation Program governance.

The Program will identify, monitor and escalate program-level risk including risk relating to scope, timing, funding, grant requirements, technical uncertainty, engagement and statutory and Council decisions making.

The Program management will be supported by

- Regular review through the Steering Committee;
- Clear documentation of assumptions, limitations and residual risk;
- Technical review or independent advice where required;
- Alignment with Council enterprise risk management arrangements; and
- Reporting through relevant Council and grant reporting processes.

Monitoring through, evaluation and learning arrangements, including science or technical advisory input where required, will support review and continuous improvement as the Program progresses.

11. Stakeholder, Landholder and Government Interface

Flood mitigation planning requires engagement that is coordinated and proportionate to the Program's investigatory scope. The Program engages with stakeholders, landholders, and partner agencies in accordance with principles set out in the Flood Mitigation Plan.

Engagement:

- supports informed participation and social licence;
- recognises landholder rights and voluntary participation;
- manages sensitive investigations transparently; and
- coordinates with State and Commonwealth agencies.

Detailed engagement plans are developed separately and operate within this Charter.

Stakeholder, landholder and community engagement is governed through the *Stakeholder, and Community Engagement Plan*, which operates as a Program Control Instrument aligned to sequencing, decision gateways, statutory interfaces, and the Disaster Ready Fund Grant Deed and NEMA audit requirements.

All engagement undertaken under the Flood Mitigation Plan is investigative and advisory in nature and does not create commitments to implementation, buy backs or land swaps, capital works, or statutory approval unless separately authorised by Council.

12. Monitoring, Reporting and Accountability

Flood Mitigation planning requires early and ongoing engagement with key stakeholder, agencies and technical partners, landholders and the wider community.

Engagement will support informed participation, identify local knowledge and concerns, as emerging options, and help Council understand social, cultural and environmental, economic and community impacts.

Working Groups provided a structured way to involve key stakeholder, agencies technical partners and relevant Council officers early in the program. They help define, and test options before wider community consultation.

Landholder participation will be managed carefully where catchment, floodplain or property-based option are being considered. Participation is voluntary unless a separate statutory or Council process applies.

Government agency engagement will support technical input, grant requirements and coordination with relevant State and Commonwealth responsibilities.

Detailed engagement arrangements will be set out in the Stakeholder and Community Engagement Plan, which operates under this Charter.

13. Funding and Financial Management

Program funding will be managed through Council's budget, procurement and financial delegation processes, and in accordance with the NEMA-endorsed Implementation Plan and the Disaster Ready Fund Grant Deed.

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Program expenditure, budget status and grant requirements will be monitored through the Steering Committee, Quarterly Action Plans and Council approval processes.

Changes to approved funding, budget allocations or grant requirements must be managed through relevant Council and grant approval processes.

14. Review, Amendment and Duration

This Charter may be reviewed as required to ensure it remains fit for purpose.

Amendments require approval by the Chief Executive Officer or delegated authority.

The Charter remains in effect for the duration of the Flood Mitigation Program unless superseded or withdrawn.

Appendix 1: Steering Committee - Terms of Reference

1. Purpose

The Flood Mitigation Program Steering Committee (SC) is the main governance forum for the City of Launceston's Flood Mitigation Program (FMPrg).

The SC provides strategic oversight, reviews key program matters and endorse items for progression through agreed decision points, consistent with the Flood Mitigation Program Charter.

The Steering Committee does not approve capital works, authorise procurement, commit funding, grant statutory approvals, or replace Council's decision-making role.

2. Authority & Mandate

The Steering Committee is established under the Flood Mitigation Program Charter and operates within City of Launceston governance, procurement, and financial delegation arrangements.

The Steering Committee's role is to provide program oversight and endorse matters for progression through agreed decision points.

Matters outside the Steering Committee authority will be referred through the relevant Council, Executive, procurement, financial delegation or statutory authority.

3. Role of the Steering Committee

The Steering Committee applies its mandate by reviewing program progress, risks, issues, technical evidence and matters requiring endorsement.

Its role is to:

- review program progress against the Program Master Plan, Quarterly Action Plans, Integrated Governance, Delivery & Budget Matrix, NEMA-endorsed Implementation Plan and DRF-R3 grant milestones;
- endorse key program documents, study scopes, assessment methods, and reporting products;
- review technical evidence, assumptions, risks and residual risk before matters progress to the next decision point;
- consider Working Group advice, consultant outputs and stakeholder feedback where relevant to program decisions;
- confirm where LFA concurrence is required;
- monitor alignment with the Council reporting requirements, Disaster Ready Fund requirements and agreed program sequencing; and
- escalate matters to ELT, the CEO or Council where required.

The steering committee may request further information, defer endorsement, refer matters back for further work, or escalate matters through the appropriate Council process.

4. Membership

The Steering Committee will include senior City of Launceston officers and relevant technical officers with responsibility for program oversight, flood assets, infrastructure planning emergency management, and delivery of the Flood Management Program.

Membership may be reviewed by the Chair as the program progresses.

4.1 Chair

The Executive Leader Community Assets and Design will chair the Steering committee.

The Chair is responsible for convening meetings, confirming agendas, guiding discussion, confirming actions and ensuring matters are escalated where required.

4.2 Deputy Chair

The Senior Leader Infrastructure will act as Deputy Chair.

The Deputy Chair supports the Chair and may chair meetings where the Chair is unavailable.

4.3 Standing members

Core membership should include officers with responsibility for:

- program oversight;
- city infrastructure;
- flood assets and water infrastructure;
- infrastructure planning, where relevant to program sequencing and future capital planning,
- emergency management; and
- coordination of the Flood Mitigation Program.

Membership may be drawn from across the City of Launceston teams and functions, depending on the matter under consideration.

4.4 Flood Mitigation Advisor

The Flood Mitigation Advisor leads day-to-day program coordination and secretariat support to the Steering Committee.

The role includes managing preparation of agendas, papers and meeting records, tracking actions, risks and decisions, coordinating the Working Groups inputs and supporting DRF reporting requirements.

The Flood Mitigation Advisor may provide advice and recommendations to the Steering Committee but does not hold decision making authority.

4.5 LFA statutory invitee

The Launceston Flood Authority may attend as a standing invitee where matters affect LFA assets, statutory functions, or flood protection responsibilities.

LFA participation supports statutory concurrence, technical advice and coordination where required.

4.6 Specialist advisors and other invitees

The Chair may invite other Council officers, government agencies, technical advisers, consultants, or partner organisations to attend meetings for specific agenda items.

This may include officers or advisors with expertise in finance, procurement, governance, strategic planning, communications, community engagement, environmental matters, cultural heritage, land use planning, GIS, data, legal, risk or matters relevant to the agenda.

The Chair may also invite current or former Council officers with relevant project history, technical knowledge, or institutional memory to assist the Steering Committees clarification or consideration of specific matters.

Invitees provide advice and information only. They are not members of the Steering Committee and do not participate in Steering Committee endorsement.

5. Relationship to Working Groups

Working Groups are an integral part of the Flood Mitigation Program's wider engagement approach. They provide a structured way for the key stakeholder, agencies, technical partners and relevant Council officers to help define, refine, and test flood mitigation options before matters are taken to the broader community for consultation.

Working Groups operate under approved Terms of Reference and appointment briefs. They may review technical material, provide local and subject matter advice, identify risks and issues, and assist with option development and assessment.

Working Groups advice will be provided to the Steering Committee where it is relevant to program sequencing, technical studies, assessment methods, engagement, risks and decision points or reporting requirements.

Working Groups do not make Steering Committee decisions or participate in Steering Committee endorsement.

The Steering Committee may establish, amend, or close Working Groups as required to support the program.

6. Decision-Making and Quorum

The steering committee will aim to make decisions and endorsement by consensus.

A quorum will comprise the Chair or Deputy Chair and at least two other standing members.

Steering Committee endorsements must be supported by a clear record of:

- the matter considered;
- the information relied on;
- key risk, issues, required inputs and timing matters;
- any LFA concurrence requirement;
- the decision or endorsement made;
- actions required; and
- any matter requiring escalation

7. Meetings and Secretariat

The Steering Committee will meet at least quarterly, or more often where required by program timing, reporting requirements or matters requiring endorsement.

The Chair is responsible for convening meetings and confirming agendas. Agenda items will be prepared with support from the Flood Mitigation Advisor.

The inaugural meeting will confirm the Terms of Reference, standing membership, reporting arrangements, Working Groups arrangements and note the relevant Quarterly Action Plan.

Papers and briefing material will be circulated in advance where practicable.

Meeting records will be kept for each meeting and stored in accordance with Council record-keeping requirements.

8. Reporting & Accountability

The Steering Committee reports through the existing City of Launceston, Executive, Chief Executive Officer, and Council processes, as required.

The NEMA-endorsed Implementation Plan provides the grant milestone baseline. Quarterly Action Plans will be used to track program actions, milestones, risks, reporting requirements, and matters requiring Steering Committee review.

Steering Committee and program records will records support Council reporting, Disaster Ready Fund reporting, NEMA requirements and LFA concurrence records where required.

Program records will be stored in accordance with Council record keeping requirements.

9. Review & Amendment

These Terms of Reference may be reviewed as required to ensure they remain fit for purpose.

Amendments require approval by the CEO or delegated authority and must remain consistent with Flood Mitigation Program Charter.

10. Duration

The Steering Committee remains in place for the duration of the Flood Mitigation Program unless amended or dissolved by the CEO or delegated authority.

Appendix 2: Master Plan and Delivery Roadmap

1.0 Purpose of the Program Master Plan

The Program Master Plan (PMP) sets out the three-year program sequence for preparing the Flood Mitigation Plan. It shows how governance, technical studies, engagement, reporting and funding requirements will be coordinated over the life of the program.

The Program Master Plan is a planning and coordination document. It does not approve works, authorise procurement, commit funding or replace Council's normal processes.

The Program Master Plan operates under the Program Charter, which sets out the program mandate, scope, governance structure and document hierarchy. It should be read with the Steering Committee Terms of Reference, Integrated Governance, Delivery and Budget Matrix, and the Quarterly Action Plans.

The Program Master Plan is used to:

- define program phases, sequencing and dependencies;
- align governance, technical, engagement and funding activities;
- support quarterly planning and reporting;
- maintain alignment with NEMA-endorsed Implementation Plan and Disaster Ready Fund Grant Deed requirements; and
- show how technical evidence, review points and Council reporting support preparation of the Flood Mitigation Plan.

The Integrated Governance, Delivery and Budget Matrix, and the Quarterly Action Plans support the PMP by translating the program sequence into actions, timing, indicative budget and reporting requirements.

2.0 Four-Zone Whole-of-Catchment Framework

The Flood Mitigation Program uses a four-zone, whole-of-catchment approach to organise analysis across the Tamar–Esk flood system.

The zones are connected parts of a single flood system. Flood behaviour or mitigation options in one zone may affect flood risk, flow paths or options in another. For this reason, technical analysis and option development will consider effects across all four zones.

The four zones are:

- **Zone 1 – Upper Catchments & Headwaters**
Catchment-scale attenuation, nature-based solutions (NbS), and landholder partnerships.
- **Zone 2 – Mid-Catchment Floodplains & Valleys**
Floodplain storage, conveyance, channel behaviour and floodplain function.
- **Zone 3 – Launceston Urban System**
Urban flood pathways, levee performance, drainage systems and critical infrastructure.

- **Zone 4 – Tamar Estuary & Downstream Controls**

Estuarine dynamics, tailwater effects and downstream control options.

The zone framework is used to organise technical, Working Group input, flood mitigation option development and program sequencing.

The Flood Mitigation Plan is the public-facing strategic product of the program. The Program Master Plan sets out the work required to prepare it.

3.0 Governance Application to Program Delivery

The Program Master Plan operates within the approved program governance arrangements.

For each program phase, key activities will be reviewed through the Steering Committee before being progressed to ELT or Council where required. Working Groups provide technical and advisory input to support this process.

The Flood Mitigation Advisor manages the program sequence, maintains program documentation, prepares quarterly updates, and brings matters forward for Steering Committee review.

Quarterly Action Plans identify the work to be progressed in each reporting period, including technical studies, engagement activities, reporting requirements and matters requiring Steering Committee input.

4.0 Program Streams

The Flood Mitigation Program is organised through seven Program Streams. The streams group the technical, governance, engagement and funding work needed to prepare the Flood Mitigation Plan.

Work in one stream may affect the scope, timing, or findings in another. Detailed actions, responsibilities, timing and indicative budgets are set out in the Integrated Governance, Delivery & Budget Matrix and Quarterly Action Plans.

Stream A – Hydrologic and Hydraulic Foundations

Establishes the technical baseline for flood behaviour across the catchment, urban system and estuary. This includes hydrology, hydraulic modelling, climate futures and assumptions, sediment, bathymetry inputs, field data and confirmation of key data gaps.

Stream B – Flood Mitigation Option Development

Develops and tests flood mitigation options across the four zones. This includes catchment and floodplain attenuation, urban flood defence, drainage and residual risk, estuary, tidal and tailwater considerations, nature-based measures, structural and non-structural measures, and combined options testing.

Stream C – Landholder Partnerships and Participation

Supports catchment and floodplain measures that require landholder, agency or partner participation. This includes landholder engagement, incentive and stewardship arrangements, agency coordination and partnership arrangements where required.

Stream D – Governance, Policy and Regulatory Alignment

Checks flood mitigation options against relevant planning, regulatory and policy requirements. This includes land use planning, water and floodplain management obligations, environmental and cultural heritage approvals and referrals, and State and regional policy settings.

Stream E – Environmental, Social and Community Considerations

Identifies environmental, social, cultural and community implications of flood mitigation options. This includes environmental impacts, cultural values and heritage, community and infrastructure impacts, wider stakeholder and community engagement considerations, and wider resilience benefits.

Stream F – Prioritisation, Phasing and Investment Planning

Compares and prioritises flood mitigation options to support staging, sequencing and future funding decisions. This includes feasibility, residual risk, implementation considerations, costs, benefits, funding inputs and future funding submissions.

Stream G – Innovation, Pilot Concepts and Future Capability

Supports applied research, pilot concepts and new technical methods where these strengthen the Flood Mitigation Plan. This may include digital and diagnostic tools, research partnerships, pilot concepts and knowledge products.

5.0 Three-Year Program Roadmap

The roadmap shows how the three-year Flood Mitigation Program progresses from establishment, through baseline confirmation and technical studies, to option assessment, draft Plan preparation, Plan finalisation and grant closure.

The program periods align with the phases used in the integrated Governance, Delivery and Budget Matrix.

Progression between stages depends on whether the required evidence, reviews, funding conditions and Council decision points have been completed.

Activities are aligned with the NEMA-endorsed Implementation Plan and DRF Round 3 Grant Deed requirements.

Establishment period - FY26 Q4

The establishment period covers initial program set-up, including finalisation of the NEMA Implementation Plan and Grant Deed arrangements, progression of the Program Charter and Steering Committee Terms of Reference, preparation of Working Group arrangements, commencement of study scope preparation, Stakeholder and Community Engagement Plan preparation, initial reporting arrangements, and Executive/Council Briefings on the whole-of-catchment, system-wide and zone-based approach.

Main Outputs for this period are the endorsed NEMA Implementation Plan; executed DRF Grant Deed; governance documents progressed for endorsement; Steering Committee and Working Group arrangements prepared; study scope preparation commenced; initial reporting arrangements in place; Stakeholder and Community Engagement Plan progressed; and Executive/Council briefing material prepared.

Baseline and study period - FY27

The baseline and study period confirms baseline assumptions, data gap, climate inputs and modelling requirements. It also finalises study scopes, progresses procurement documentation through Council processes and manages priority technical studies.

The includes developing and testing flood mitigation options across the four zones. It also includes supporting assessments for social, cultural, vulnerability, equity, economic, environmental and regulatory and sea level rise matters, consistent with NEMA-endorsed Implementation Plan. Targeted engagement with agencies, partners, landholders and relevant stakeholder groups will support technical studies, option testing and early comparative assessment.

Main outputs for this period are confirmed baseline assumptions, data gaps and climate inputs; endorsed study scopes; procurement document progressed through Council processes; commissioned technical studies; early technical findings; initial flood mitigation option; supporting assessment inputs; and engagement records.

Option assessment and draft Plan period - FY28

The option assessment and draft Plan period brings together technical studies findings and supporting assessments to develop, test, compare and prioritise flood mitigation options.

The period includes completing option assessment, prioritisation and sequencing, identifying investment and funding considerations, preparing the draft Flood Mitigation Plan, and review, refinement and engagement.

Main outputs for this period are a consolidated technical evidence base; longlist and shortlist flood mitigation options; comparative assessment outputs; prioritised and sequenced options; a draft Flood Mitigation Plan ready for review and engagement; and evidence to support future investment decisions.

Plan finalisation and closure period - FY Q1

The plan finalisation and closure period covers finalisation of the Flood Mitigation Plan, preparation for Council reporting and supporting material, handover advice for future governance, funding and delivery decisions, DRF reporting and closure requirements prepared progressed, and program closure records prepared.

6.0 Indicative Program Timeline - FY26 Q4 to FY29 Q1

The table below summaries the indicative three-year program sequence from FY26 Q4 to FY29 Q1. It reflects the three-year period from establishment through to Flood Mitigation Plan finalisation and grant closure.

Detailed actions, responsibilities, timing, decision points and budget are set out in the Integrated Governance, Delivery & Budget Matrix and Quarterly Action Plans.

Program Period	Financial Year	Focus	Key Activities	Main Outputs
Establishment period	FY26 Q4	Program establishment, governance set-up and early briefings	Finalise NEMA Implementation Plan and Grant Deed arrangements; progress Program Charter and Steering Committee Term of Reference; prepare Working Groups arrangements; commence study scope preparation; prepare Stakeholder and Community Engagement Plan; commence reporting arrangements; brief Executive and Council on the whole-of-catchment system-wide and zone-based approach.	NEMA implementation Plan endorsed; Grant Deed executed; governance documents ready for endorsement; Steering Committee and Working Groups arrangements prepared; study scope preparation commenced; Stakeholder and Community Engagement Plan progressed; initial reporting arrangements in place; and Executive /Council briefing material prepared.
Baseline and study period	FY27	Baseline confirmation, technical studies option development and supporting assessments	Confirm baseline assumptions, data gaps climate inputs and modelling requirements; finalise study scopes; prepare and progress procurement documentation; commission and manage technical studies; develop and test flood mitigation options across Zones 1-4; commence supporting assessments for social, cultural, vulnerability, equity, economic, environmental, regulatory and sea level rise matters; progress targeted engagement with agencies, partners, landholder and relevant stakeholder groups engagement.	Confirmed baseline assumptions data gaps and climate inputs; endorsed study scopes; procurement documentation progressed; technical studies commissioned and underway; early technical findings available; initial flood mitigation options identified; supporting assessment inputs commenced; engagement records maintained.
Option assessment and draft Plan period	FY28	Option assessment, prioritisation and draft Flood Mitigation Plan preparation	Continue technical studies and supporting assessment; develop, test, compare and prioritise flood mitigation options; identify investment and funding considerations; prepare draft Mitigation Plan; undertake review,	Consolidate technical evidence base; longlist and shortlist options; comparative assessment outputs; prioritised and sequenced options; draft Flood Mitigation Plan prepared for review

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			refinement and targeted and wider community engagement.	and engagement; evidence base to support future investment decisions.
Plan finalisation and closure period	FY29 Q1	Flood Mitigation Plan finalisation, Council consideration and grant reporting	Finalise the Flood Mitigation Plan; prepare Council report and supporting material; complete handover advice for future governance, funding and delivery decisions; complete required DRF reporting and closure activities.	Final Flood Mitigation Plan ready for Council consideration; supporting evidence and handover advice completed; DRF reporting and closure progressed; program closure records prepared.

7. Monitoring and Review

The Program Master Plan will be reviewed through quarterly action planning, Steering Committee reporting and Disaster Ready Fund reporting requirements.

Monitoring will track progress against agreed actions, milestones, deliverables and decision points. It will also identify changes to assumptions, program risks, remaining flood risk, technical evidence, policy settings, funding conditions and other matters that may affect program timing, priorities or preparation of the Flood Mitigation Plan.

Where material changes affect the program, the Program Master Plan, Integrated Governance, Delivery & Budget Matrix and relevant Quarterly Action Plans may be updated through governance process. This provides a practical adaptive management approach without changing the approved program scope.

Monitoring and review arrangements following the completion of the Flood Mitigation Plan will be addressed through the handover arrangements identified in the Plan.

Appendix 3: Financial Year 2027 - Q1 Action Plan

The table below sets out the priority actions, deliverables, responsibilities, timing, and evidence for FY27 Q1. Actions are focused on baseline confirmation, study preparation, governance arrangements, engagement and reporting.

Program Action Area	FY27 Q1 Focus	Key Actions	Deliverables /Evidence	Lead / Support	Timing /Status
SC -1 Governance and Controls	Progress Steering Committee establishment and reporting requirements.	Confirm meeting arrangements; prepare agenda and papers; establish action and decision records; confirm quarterly reporting arrangements.	Agenda; meeting papers; minutes or action record; decision/action register	Lead: FM Advisor Support: Governance, City Infrastructure	Early - Mid Q1
SCA-1A Working Group and Partner Arrangements	Progress WG membership; participation and operating arrangements.	Confirm WG membership approach; prepare participation correspondence; maintain membership records; confirm operating requirements	WG membership records; draft correspondence; participation records; meeting/file notes.	Lead: FM Advisor Support: Governance, Comms, relevant officers	Ongoing
SC-2 Technical Baseline and Data Gaps	Confirm baseline assumptions, data gaps, climate inputs and modelling requirements	Review existing studies, models and datasets; confirm assumptions; identify data gaps; document climate inputs and modelling requirements	Baseline note; data gaps register; climate/modelling input record; technical file notes.	Lead: FM Advisor Support: Flood Asset Engineer, Water Engineer, GIS, technical officers	Early - Mid Q1
SC-3 Study Scope Development and Procurement Readiness	Finalise scopes and procurement documentation for baseline confirmation and priority technical investigations.	Finalise study scope /ToRs; seek internal review' prepare procurement documentation; confirm procurement approach, approvals and release steps.	Final draft scopes /ToRs; procurement documents; internal review records; procurement notes.	Lead: FM Advisor Support: Procurement, Governance,	Early - Mid Q1

Program Action Area	FY27 Q1 Focus	Key Actions	Deliverables /Evidence	Lead / Support	Timing /Status
SC-3A Priority Technical Studies	Prepare for procurement and commencement of priority technical investigations	Progress procurement steps; prepare consultant engagement requirements; confirm study sequencing; commence investigations where ready	Procurement progress record; consultant engagement documentation; study commencement records where applicable.	Lead: FM Advisor Support: Comms, Governance. Relevant officers	Ongoing
SC-7 Stakeholder and Agency Engagement	Progress targeted agency and stakeholder engagement through the WG preparation (not public consultation)	Prepare Working Group membership by zone and theme; identify key agencies, LGAs, research groups. landholder/catchment groups and associations for invitation; update engagement records, align engagement with study preparation.	WG membership list; engagement register updates; meeting notes; correspondence; invitation/participation records	Lead: FM Advisor Support: Comms, Governance, relevant officers	Ongoing
SC-11 Communications and Briefings	Support internal briefings and reporting.	Prepare briefing material as required; Support SL CI, ELT, Councillor updates; prepare inputs for quarterly reporting	Briefing notes; presentation material; quarterly report inputs; ECM records	Lead: FM Advisor Support: Comms, SL CI, EL CAD	FY26 Q4
DRF / NEMA Milestones	Complete required FY26 Q4 DRF reporting during FY27 Q1.	Prepare and submit FY26 Q4 Quarterly Performance Report; prepare six-monthly financial report; record risks, delays or delivery changes.	Submitted performance report; financial report; SmartyGrants / RRT records; risks and issues updates.	Lead: FM Advisor Support: Finance, Governance; RRT liaison	Early Q1

**Appendix 4: Draft Stakeholder and Community Engagement Plan –
Summary Version**

DRAFT Summary Stakeholder and Community Engagement Plan - Flood Mitigation Plan

Project:	Flood Mitigation Plan	Team:	City Infrastructure	Project Lead:	Flood Mitigation Advisor	Engagement Lead:	Flood Mitigation Advisor	Date:	22 June 2026
Project description:	The Flood Mitigation Plan will assess current and future flood risk across Launceston and the broader Esk-Tamar system, including the effects of climate change. The work will consider catchment flows, local rainfall, urban drainage, floodplains, levees, pumps, tailwater, tide and estuary conditions including compound flooding where these factors interact. The central focus of the three-year program is the future defence of Launceston's flood-protected areas, while considering upstream, urban and estuary influences on flood risk. The plan will also consider links with emergency management, including flood warnings, access, evacuation, response planning, and residual risk and will identify practical options to reduce flood risk overtime. The plan will support the future Council decision-making, grant reporting, technical investigations and engagement with key agencies, infrastructure operators, asset owners, landholders, businesses and communities.								
Engagement Purpose:	To support clear, timely, and targeted engagement with key stakeholders and communities affected by or able to inform the Flood Mitigation Plan.			Engagement Objectives:	• Build shared understanding of the Flood Mitigation Plan scope and process. • Gather relevant local, technical, operational and community information. • Identify issues, constraints and opportunities that may affect mitigation options. • Keep clear records of engagement, feedback and matters requiring decisions.				
Primary Project Driver:	To prepare a flood Mitigation Plan that identifies flood risk, tests mitigation options and supports future Council decisions.			Aligned Strategies/ Plans	• City of Launceston Strategic Plan. • Flood Mitigation Program governance documents. • NEMA-endorsed Launceston Flood Mitigation Implementation Plan. • Executed Disaster Ready Fund Grant Deed. • Relevant emergency management, infrastructure, land use planning and asset management documents.				
Negotiables	• Local knowledge, flood history, and observed flood impacts. • Issues, constraints and opportunities to be considered in technical work. • Engagement timing, methods and information needs. • Feedback on mitigation options as they are developed and assessed.			Non negotiables	• The plan does not approve construction works. • Council delegations, statutory responsibilities and procurement requirements remain unchanged. • Commonwealth-funded activities must remain within the approved funding and grant framework. • Final decisions remain subject to Council statutory, funding and approval processes.				
Context/ Lessons Learnt	Flooding in Launceston is influenced by catchment flows, local rainfall, urban drainage, levees, pumps, tide and estuary conditions. Engagement needs to reflect these system links and be targeted to stakeholders most affected by, or most able to inform each part of the plan. Early engagement should focus on clear messaging, realistic expectations and good records of issues raised.								
Key Messages / Info	• The Flood Mitigation Plan is a planning and investigation project. • No construction works are being approved through this plan. • The work will consider flood risk across the broader Esk-Tamar system. • Engagement will be targeted and staged as technical work progresses. • Feedback and local knowledge will be recorded and used to inform the plan.								
Map of work area	Refer to linked map showing the Flood Mitigation Plan study areas and proposed four planning zones.								
Community FAQ's	Community FAQ to be prepared before broader public engagement, covering project scope, timing, what is being assessed, what is not being decided and how feedback will be used.								
Key stakeholder Groups	See extract from stakeholder register, below.			High level risks and Mitigation	Risk: Community expectation that the plan will immediately deliver works. Mitigation: Clear messaging that explains the plan is a planning and investigation project, and that future works require separate decisions, funding and approvals. Risk: Stakeholders are engaged too early, before technical work to inform discussion. Mitigation: Stage engagement so stakeholders are contacted when there is a clear purpose and useful material to discuss. Risk: Key agencies or infrastructure operators are not engaged early enough. Mitigation: Prioritise high-influence and high-consequence stakeholders through working groups and targeted briefings. Risk: Feedback is not captured consistently. Mitigation: Use the stakeholder register and engagement record to track contact, issues raised and follow-up actions.				

Action	Description/objective	Stakeholder Group	Method/Tools	Resources/ Budget	Timeframe	Responsible officer
Phase 1:						
Establish and inform	Confirm Flood Mitigation Stakeholder and Community Plan (attached - insert link) including stakeholder list, engagement records/register and working groups arrangement	ELT, Councillors, Steering Committee members, LFA, RRT/DPAC, SES, NREMC, Tas FWCC, BoM, and key agencies.	Internal briefings, Steering Committee papers, stakeholder register, targeted emails	Internal staff time	FY26 Q4 – FY27 Q2	Flood Mitigation Advisor
	Provide early information on the program scope, processes and next steps.	Key agencies, infrastructure operators, asset owners, adjacent councils	Targeted briefings, emails, working groups invitations	Internal staff time	FY27 Q1- Q2	Flood Mitigation Advisor
Phase 2:						
Targeted/ structured engagement during baseline confirmation technical work	Engage agencies, infrastructure operators, asset owners/managers, landholders and community/business groups as baseline confirmation and technical investigations progress.	Agencies, Infrastructure and system operators, asset owners/managers, landholders, business / tourism/ insurance interests, environmental and heritage groups	Working Groups, technical meetings, stakeholder register, issue/action log, direct correspondence	Internal staff time, consultant support where approved,	FY 27 Q1 -Q4	Flood Mitigation Advisor
	Capture local knowledge, operational constraints, system links, flood history and issues requiring follow-up	Landholders, floodplain interests, vulnerable/high exposure communities. Emergency management and infrastructure operators	Targeted meetings, site discussions, register updates and meeting notes.	Internal staff time, consultant support where approved.	During technical investigations	Flood Mitigation Advisor
Phase 3:						
Mitigation Options and Feedback	Present findings and emerging options for targeted feedback before finalising the Flood Mitigation Plan.	Council, SC, Key agencies, LFA, landholders, business/ community groups, infrastructure operators and asset owners /managers	Briefings, working groups sessions, summary material, targeted feedback process	Internal staff <u>time</u> : consultant support where approved	FY 28 Q1 – Q4	Flood Mitigation Advisor
	Record feedback, issues and matters requiring decision before the plan is finalised	Relevant stakeholder based on option location and impact	Stakeholder register, engagement summary, decisions records, Council reports and SC minutes/papers	Internal staff time	FY 28 Q4 to FY 29 Q1 Before final FMP endorsement	Flood Mitigation Advisor

Stakeholder Register Extract (High Priority Key Stakeholders)

Category	Key Stakeholder
Commonwealth Government	National Emergency Management Agency (NEMA)
	Bureau of Meteorology
	Geoscience Australia
	Australian Climate Service /climate data partners
	Commonwealth funding program contacts
State Government	Resilience and Recovery Tasmania/ DPAC
	NRE Tasmania
	Department of State Growth
	Department for Education, Children and Young People
	Launceston Flood Authority (LFA)
	Tasmania Planning Commission
Local Government	West Tamar Council
	George Town Council
	Northern Midlands Council
	Meander Valley Council
	Break O'Day Council /upstream catchment interface where relevant
Business / Industry	Agricultural producer groups
	Irrigation user groups
	Launceston CBD businesses and property owners
	Launceston Chamber of Commerce
	Northern Tasmania Development Corporation
	Insurance Council of Australia
	Insurance Council / Insurers
	Major employers and industrial operators
Catchment / Natural resources management	TEER /Tamar Estuary and Esk Rivers Program
	NRM North
	Landcare /catchment groups
Community Group	Invermay residents and property owners
	Invermay precinct stakeholders
	Low-lying residential areas outside levees

	Tamar Lake Inc.
	Environmental and community groups
	Community associations in flood prone suburbs
	Neighbourhood houses and community service organisations
	Aboriginal community organisations
	Disability and access advocacy groups
Critical / Vulnerable Facility	Launceston General Hospital
	Aged care and disability care providers
	Schools and childcare centres in flood prone areas
Education / Research	University of Tasmania/ Australian Maritime College
	University of Tasmania Inveresk
Emergency management	State Emergency Service Tasmania
	Tasmania Fire Service
	Tasmania Police
	Ambulance Tasmania
	Northern Regional EM Committee
Environment / Heritage	Aboriginal Heritage Tasmania/ Aboriginal community representatives
	Environmental advocacy groups
Infrastructure / Utility Operator	TasWater
	Hydro Tasmania
	Tasmania Irrigation
	TasNetworks
	Tas Ports
	Tas Networks
Landholder / Land manager	Major road assets managers
	Upper South Esk Catchment Landholders
	North Esk catchment landholders
	Macquarie /lake rivers/ Brumby's landholders
	Perth, Evandale, Longford, Deloraine floodplain landholders

Councillors' Expenses and Resources Policy

PURPOSE

To ensure that Councillors are reimbursed on a consistent basis for actual costs incurred, subject to any agreed limits, so that:

- b) They are not financially 'out of pocket' because of carrying out their duties of office; and
- b) The parameters for the reimbursement of expenditure are known and understood.

To distinguish between those resources and expenses that are provided and the payment of the Councillor's allowance paid under Section 340(2A) of the *Local Government Act 1993* (Tas) (the Act).

Schedule 5 of the Act requires Council to adopt a policy in respect of payment of expenses incurred by Councillors in carrying out the duties of office and make a copy of the policy available for public inspection.

It also makes provision for support services, facilities, and equipment on loan to a Councillor on any conditions the Council considers appropriate.

SCOPE

The Policy applies to the reimbursement of and/or contribution to expenses and the provision of resources and facilities support for the Mayor and Councillors of the Council.

The Policy covers expenditure which is additional to the Councillor's Allowance as determined by legislation. It sets out the conditions on which the Council considers it appropriate to provide support services, facilities and equipment on loan in accordance with clause 2 of Schedule 5 of the Act.

POLICY

The Council will reimburse reasonable expenditure incurred by Councillors in carrying out the duties of office as a Councillor of the Council.

Expense reimbursement and the provision of resources and facilities will be made consistent with:

- b) *Local Government (General) Regulations 2025* (Tas) (the Regulations), Regulation 50; and
- b) the provisions of this policy.

The Council may approve other expenses not explicitly listed in this Policy, where these are demonstrably tied to the performance of a Councillor's official duties.

Resources the Council makes available to Councillors (for example a tablet or laptop) remain the property of the Council and must be returned at the end of the Councillor's term of office. At the end of the term, retiring Councillors may request to purchase items at a rate approved by the Chief Executive Officer.

Any repairs for Council-owned equipment must be organised through the Chief Executive Officer's office.

The Council recognises that Councillors may have existing arrangements in place around, for example, bundled phone and mobile data/internet access. If this is the case, the Council will make arrangements for reimbursement of expenses with Councillors on a case-by-case basis, subject to the limits detailed in the policy and the approval of the Chief Executive Officer.

The support provided by this policy can be categorised as follows:

Expense Reimbursement

- Telephone and Use of the Internet
- Travelling (including meals, accommodation, and functions)
- Care of a Dependant
- Stationery and Office Supplies.
- Other
 - Council Meeting Meal Allowance
 - Working with Vulnerable People Registration
- Claims for Reimbursement Procedure

Resources and Facilities

- Communications and Administrative Support
- Information Technology
- Provision of Gifts to Others
- Mayoral Vehicle
- Parking
- Insurance
- Training and Professional Development

There is no right of offset between expense types and Councillors cannot transfer unused reimbursement amounts from one expense category to another where maximum amounts have been set under this policy.

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Section 1 PHONE AND INTERNET EXPENSES

Telephone rental or plans, telephone calls and use of the internet are categories in which a Councillor is entitled to be reimbursed for their reasonable expenses pursuant to regulation 50 of the Regulations.

- **Telephone**

Councillors can claim up to a maximum reimbursement of **\$100 per month** for phone costs for a private mobile phone, upon production of an invoice that confirms the charges actually incurred.

- **Use of the Internet**

Internet access for the Council-issued devices when not at a Council building will be via the internet service that each Councillor elects to arrange and use with their preferred Internet Service Provider (ISP).

Councillors can claim a maximum reimbursement of **\$50 per month** toward the cost of their internet access (service provider charge). Proof of expense will be required to support the claim for reimbursement.

Section 2 TRAVELLING (including meals, accommodation and functions)

- **Use of Private Vehicles**

Costs relating to private vehicle use while carrying out the duties of office as a Councillor will be reimbursed where a Councillor is representing Council at the direction of Council or the Mayor.

Reimbursement is available for the direct route to and from the venue where the meeting, committee/group activity or function, is outside a 37 kilometre radius of Town Hall.

The rate of reimbursement is to be based on Australian Taxation Office rates.

- **Meal Expense**

A meal expense is claimable for reimbursement when attending:

- Council business such as a conference, function or event, where the meal is not provided as part of the registration
- a Council event that requires overnight stay and meals are not provided at the venue.

The maximum claimable amount for meals will be capped at the rates identified for each meal type in Table 1 of the Australian Taxation Office's Reasonable Travel Allowance Rates published annually [Travel allowances | Australian Taxation Office](#).

The Council will not reimburse alcoholic drinks at any time.

- **Attendee at Seminars/Conferences etc.**

The Council will pay for the cost of Councillors to attend approved seminars/conferences, including accommodation and travel expenses providing these are approved by the Chief Executive Officer.

In relation to overseas seminars/conferences/travel, this will be referred to Council to determine whether any elected member/s should attend.

Costs incurred for meals and incidentals will be reimbursed where these are not included in the conference registration package, subject to the presentation of receipts and tax invoices for expenses claimed and the limits identified in this policy.

Councillors are encouraged to provide a written report on each interstate or overseas conference attended within three (3) months of the conclusion of the conference. The report may be prepared individually by elected members or may be a joint report of the Councillors who attended.

All travel undertaken by the Mayor must be approved by the Chief Executive Officer, with the Mayor providing justification for the travel. This may include travel of both intrastate and interstate. If approved, associated travel costs will be met by Council. Costs will only be covered for the Mayor and any accompanying Council staff.

- **Attendee at Functions**

The Mayor, Deputy Mayor and Councillors may receive invitations to attend functions in their capacity as a Councillor.

Invitations with Council budgetary implications will be referred to the Chief Executive Officer for approval before agreeing to attend. Retrospective payments will not be provided. Requests for approval will only be considered where the invitation is addressed specifically to the Mayor, Deputy Mayor or an individual Councillor.

The Council will not meet any costs during an election period where the Mayor, Deputy Mayor or particular Councillor standing for re-election is requesting payment.

It is recognised that the Mayor may still need to attend functions as Council's representative during an election period which will be funded by the Council subject to prior approval by the Chief Executive Officer.

- **Accompanying partners/guests**

A partner or guest may accompany a Councillor to conferences or a function where other attendees are generally accompanied by partners.

The Council will not pay or reimburse for guests' or partners' meals, accommodation, travel, social packages or attendance as an accompanying guest, unless specifically approved by the Chief Executive Officer or Council.

- **Sister City Visits**

When a Mayor/Councillor is approved to participate in an official visit to a Sister City as part of a delegation, generally through a nomination process, the Council will fund the Councillor's appropriate airfare, accommodation and associated travel expenses.

The Council will determine how many Councillors participate in overseas visits.

Section 3 CARE OF A DEPENDANT

The Council will reimburse the cost of necessary care of any person who is a dependent or immediate family member of the Councillor and who requires the care while the Councillor is carrying out their duties of office, including:

- Attendance at Council and Council Committee meetings
- Attendance at meetings arising as a result of a Councillor being appointed by Council to an internal or external body or committee, except where the body or committee reimburses relevant care expenses incurred by the Councillor
- Attendance at informal briefing sessions or meetings with prior approval of the Chief Executive Officer

Claims must, on each occasion, be accompanied by a receipt from a licensed care provider showing the date, time, reason for the care and the person for whom the care was provided.

Where a Councillor is able to claim reimbursement for the provision of care under any Commonwealth Government or Private Insurance Health Benefit Scheme, the Council will only reimburse the difference between the amount reimbursed by the scheme and the total cost of the service provided. Claims are to be submitted against any scheme before submission to the Council.

Section 4 STATIONERY AND OFFICE SUPPLIES

Council staff will provide stationery and printing for Councillors when required for carrying out their duties of office.

Councillor business cards will be provided on request.

Section 5 OTHER

- **Council Meeting Meal Allowance**

A meal allowance of \$40 will be paid for any Council meeting that extends beyond 5.30pm.

- **Working with Vulnerable People Registration**

In accordance with regulation 50(c) of the Regulations, where a Councillor obtains a Working with Vulnerable People (WWVP) Card for the activities and duties of office performed in their capacity as a Councillor with the Council, the Council will reimburse the registration or renewal cost of the WWVP check.

Section 6 CLAIMS FOR REIMBURSEMENT PROCEDURE

Claims for reimbursement are to be submitted on a fortnightly basis using Councillor's Reimbursement Claim Form (14-Fm-005).

When making claims for reimbursement of expenses, Councillors must provide original itemised receipts, tax invoices, and documentation to support a claim. Each claim must clearly identify the purpose, in order to make clear the basis of the claim and its relation to the policy guidelines.

Claims for reimbursement are to be submitted to the Chief Executive Officer no later than three (3) months after the expense has been incurred.

Where, in the opinion of the Chief Executive Officer, a question arises as to whether a claim for reimbursement of expenses or any part of a claim is eligible under this policy, the matter will, in the first instance, be brought to the attention of the Mayor. The Mayor will discuss the matter with the Councillor making the claim. If the question remains unresolved, the matter is to be referred to a Closed Session of Council for a decision.

Given the varied contexts in which expenses may arise, the Council may also obtain independent legal advice if there is any uncertainty whether the expense was incurred in carrying out the duties of office, particularly for expenses that may appear personal in nature.

The fundamental test for reimbursement under Schedule 5 of the *Local Government Act 1993* remains whether the expense was incurred in carrying out the duties of office, rather than whether it is merely personal or non-personal.

Section 7 COMMUNICATIONS AND ADMINISTRATIVE SUPPORT

- **Office facilities, services, and support staff**

All administrative support for carrying out the duties of office will be provided for Councillors by Council staff. Assistance will not be provided for personal/private business matters.

A suitable printing device, at a standard determined by the Chief Executive Officer, will be available in the Councillor's area to enable printing.

- **Report (Agenda and Minute) Distribution**

The arrangements for report distribution are:

- a) Agendas for Council, workshops and Council committee meetings will be distributed electronically. This is City of Launceston's preferred method of distribution.
- b) Councillors who require printed agendas are to collect them from Town Hall.
- c) Minutes will be distributed electronically only.

- **Council Devices**

Councillors will be provided with a Council-issued device (tablet or laptop computer) and a protective cover of the standard make and type that is being acquired by the Council at the time. It will include a mobile data service suitable for receiving and accessing electronic Council papers and related documentation. The monthly data allowance will be determined by the Council and the cost of the mobile data service for the device will be met by the Council.

Councillors are expected to adhere to the information technology security standards recommended by the Council in their use of these devices (for example, PIN, password protection or multifactor authentication).

- **Software**

Council-issued devices will be supplied with a document distribution application (DocsOnTap). Devices will be supplied with the same version of Microsoft Windows and Microsoft Office that is installed on Council computers. Virus protection software will also be supplied.

Councillors may not install other software applications on Council-issued devices unless approved by the Chief Executive Officer. If approved, any purchasing, licensing, installation and support of these applications will be the responsibility of each Councillor.

- **Council Network**

Council-issued devices will be configured for stand-alone use. They will not have access to the Council's network. Councillors who have a Council-issued laptop are able to use the Council's network facilities via the Councillors' area.

- **Email**

Council email is accessible externally via an internet connection. The final configuration of email accounts including email redirection facilities will be arranged with individual Councillors. The Council's information management policies and standards apply to emails.

- **System Backup**

The backup of the data on the tablet or laptop is a matter for each Councillor to manage as appropriate to their needs. Regular system backups are strongly recommended to protect from data loss in the event of failure.

- **System Support**

Training in specialised applications (e.g. DocsOnTap) will be provided as part of the induction process for Councillors. Any other IT training for Councillors (e.g. in the use of Microsoft Windows and Microsoft Office) will be arranged on request through the Councillor's administration support with an external training provider if required. The Council will pay for reasonable costs as approved by the Chief Executive Officer.

Support for the operation of Council-issued devices will be provided by the IT department during office hours. This support is primarily for equipment problems, not training. Any equipment failures and repairs are to be reported to the IT department so that repairs can be arranged. After-hours support will not be available.

- **Return of Council Devices**

When the device is to be replaced or a Councillor leaves the Council, the equipment is to be returned to the IT department for removal of data and any non-standard software applications prior to reallocation or disposal.

Section 8 PROVISION OF GIFTS TO OTHERS

In fulfilling their civic and ceremonial roles and responsibilities, Councillors will meet local, national and international delegates and officials.

In circumstances where the exchange of gifts between the host and visitor is considered courteous and expected, the Council will provide a gift for the Councillor to exchange.

The provision of corporate gifts by Councillors will be by request through the Chief Executive Officer's office and will be of a standard considered appropriate for the event.

Requirements for the disclosure of gifts presented to Councillors are detailed in the Policy for Acceptance of Gifts and Benefits by Councillors (14-Plx-031).

Section 9 MAYORAL VEHICLE

The Council is to make a vehicle available to the Mayor, or the Mayor's representative, when representing the City at meetings, functions, and other activities.

The model and value of vehicle supplied to the Mayor is determined and approved by the Chief Executive Officer with consideration given to the Light Fleet Vehicle Management Policy and Usage Guidelines (13-PI-002).

Use of the vehicle by other Councillors or the Chief Executive Officer will only occur at the Chief Executive Officer's discretion.

Section 10 PARKING

One parking permit and one electronic parking pass will be made available to each Councillor for use when undertaking their duties of office in any available unreserved space, subject to zoned time limits and relevant parking rules.

Permits will relate to on-street parking and passes will relate to off-street parking within the four Council-owned multi-storey car parks (CH Smith, Elizabeth Street, Paterson Street East, and Paterson Street West).

Section 11 INSURANCE

The Council will provide appropriate insurance coverage to Councillors, to apply whilst travelling to and from meetings and carrying out their duties of office on behalf of the Council, including but not limited to, Public Liability and Professional Indemnity, Personal Accident, and Corporate Travel Insurance.

Section 12 TRAINING AND PROFESSIONAL DEVELOPMENT

• **Post-Election Induction Program**

Following their election, Councillors will be provided with an induction program to familiarise themselves with the Council's values and culture, organisational structure, and the roles and responsibilities of Councillors under the Act. The induction program will involve a range of presentations from Executive and Senior Leaders, including strategic business planning and any specific issues affecting the City of Launceston at the time.

• **Individual Professional Development Activities**

Councillors can request individual professional development to support them in carrying out their duties of office under the annual professional learning budget. The Council will pay for the cost of Councillors to attend approved training, including accommodation and travel expenses providing these are approved by the Chief Executive Officer.

The Australian Institute of Company Directors (AICD) Company Directors Course covers governance and the practice of directorship, the legal environment, risk and strategy, financial literacy and performance, and achieving board effectiveness. As this course is considered to provide significant value to elected members, the cost of the course is funded in addition to the annual professional learning budget.

The actual cost incurred for meals and incidentals will be reimbursed (where these are not part of the training package) subject to the presentation of receipts and tax invoices for the expenses claimed.

The cost of any post-nominal award assessment or ongoing professional membership costs are not included.

PUBLICATION

Section 72 of the *Local Government Act 1993* (Tas) requires the Council to publish in its Annual Report a statement of the total allowances and expenses paid to the Mayor, Deputy Mayor and Councillors. These will be reported so that individual Councillors' expenses are identified.

PRINCIPLES

Council's Organisational Values apply to all activities.



**Our people
matter**



**We care about
our community**



**We bring an
open mind**



**We go home
safe and well**

RELATED POLICIES & PROCEDURES

14-Fm-005 Councillor's Reimbursement Claim Form
17-Plx-006 Record Keeping for Councillors Policy
14-Plx-031 Policy for Acceptance of Gifts and Benefits by Councillors
31-PI-011 Mobile Devices Policy
31-PI-004 Mobile Phones and Smart Phones Policy
31-PI-005 Information Security Policy
31-PI-009 Information Systems and IT Acceptable Use Policy
13-PI-002 Light Fleet Vehicle Management Policy and Usage Guidelines
12-PI-005 Corporate Credit Card Policy

RELATED LEGISLATION

Local Government Act 1993 (Tas)
Local Government (General) Regulations 2025 (Tas)
Local Government (Code of Conduct) Order 2024 (Tas)

REFERENCES

Councillor allowances information sheet, Department of Premier and Cabinet (Tas), June 2025
14-Rf-014 Councillor Expenses Allowances Reference

DEFINITIONS

Term	Definition
Duties of office	Duties performed in their capacity as a Councillor of the Council, including attendance at official Council meetings, approved functions, and while working on Council-related business other than at home.
Reasonable expenses	Means a standard unit or hourly rate that is readily available to members of the public for a similar service.
Reimbursement of care expenses	Means reimbursing the cost of securing licensed care, less any amount received as a Commonwealth Government subsidy for the care provided. From time to time, this may only be available through Council-nominated care providers, at the discretion of the Council.
Phone costs	Includes phone call and data costs only.
Immediate Family	Includes: - Spouse or de facto spouse (a de facto spouse means a person who lives with the Councillor as their spouse or partner on a bona fide domestic basis); and - Child or an adult child (including an adopted child, a step child or an ex-nuptial child), parent, grandparent, grandchild or sibling of the Councillor.

REVIEW

This policy will be reviewed to coincide with Council elections or more frequently, if dictated by operational demands and with Council's approval.

Councillor's expenses and resources policy

PURPOSE:

To ensure that Councillors are reimbursed on a consistent basis for actual costs incurred, subject to any agreed limits, so that:

- a) They are not financially 'out of pocket' by their representative duties; and
- b) The parameters for the reimbursement of expenditure is known and understood.

To distinguish between those resources and expenses that are provided and the payment of the Councillor's allowance paid under Section 340(2A) of the Local Government Act 1993.

Schedule 5 of the Local Government Act 1993 requires Council to adopt a policy in respect of payment of expenses incurred by councillors in carrying out the duties of office and make a copy of the policy available for public inspection.

SCOPE:

The Policy applies to the reimbursement of expenses and the provision of resources and facilities support for the Mayor and Councillors of the Council.

The Policy covers expenditure which is additional to the Councillor's Allowance as determined by legislation.

POLICY:

Council will reimburse expenditure incurred by Councillors in undertaking their role as a Councillor of the Council.

Expense reimbursement and the provision of resources and facilities will be made consistent with:

- a) Local Government (General) Regulations 2005 (S.R. 2005, No. 64); and
- b) the provisions of this policy (which includes the Regulations).

Resources the Council makes available to Councillors (for example, a mobile/smart phone, tablet computer, PC or laptop) remain the property of the Council and must be returned at the end of the Councillor's Term of Office. At the end of the term, retiring Councillors may be given the opportunity of purchasing items at a rate approved by the Chief Executive Officer.

Any repairs for Council-owned equipment must be organised through the Chief Executive Officer's office.

The Council recognises that Councillors may have existing arrangements in place around, for example, bundled phone and mobile data/internet access. If this is the case, the Council will make arrangements for reimbursement of expenses with Councillors on a case-by-case basis, subject to the limits detailed in the policy and the approval of the Chief Executive Officer.

The support provided by this policy can be categorised as follows:

Resources and Facilities

- Communications and Administrative Support
- Information Technology
- Provision of Gifts to Others
- Mayoral Vehicle
- Parking

Expense Reimbursement

- Travel, Meals, Accommodation and Functions
- Private Vehicles
- Child Care
- Personal Care
- Claims for Reimbursement Procedure

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Section 1 COMMUNICATIONS AND ADMINISTRATIVE SUPPORT

- ***Report (Agenda and Minute) Distribution***

The arrangements for report distribution are:

- (a) Agendas for Council and Strategic Planning and Policy Committee will be distributed electronically.
- (b) Printed agendas will be available for collection from the Town Hall.
- (c) Minutes will be distributed electronically.

Printed minutes will not be provided.

- ***Phone/s***

Councillors will, on request, be provided with a mobile phone of the standard make and type that is being acquired by the Council at the time of the request.

Phone expenses will be reimbursed as follows:

A maximum of **\$150** per month for mobile telephone costs for a Council-provided mobile phone
OR

A maximum reimbursement of **\$150** per month for phone costs for a privately provided mobile phone and/or fixed line.

- ***Office facilities, services and support staff***

Secretarial assistance for Council related correspondence will be made available. Assistance will not be provided for personal/private business matters.

Stationery will be provided for Council-related business.

- ***Business Cards***

Councillor business cards will be provided on request.

Section 2 INFORMATION TECHNOLOGY
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- ***Computer and Internet Access***

Councillors will be provided with a tablet computer and mobile data service suitable for receiving and accessing electronic Council papers and related documentation. The monthly data allowance will be determined by the Council. **The cost of the mobile data service will be met by the Council.**

Councillors will, on request, be provided with a PC or laptop computer of the standard make and type that is being acquired by Council at the time of the request. Internet access for the PC or laptop computer will be via the internet service that each Councillor elects to arrange and use with their preferred Internet Service Provider (ISP). Configuration of the PC or laptop for the internet connection is usually part of the Internet Service Provider's (ISP) package.

Councillors will, on request, be provided with a once-only contribution of \$250 toward the cost of acquiring an internet connection or a wireless capability.

Councillors will receive a contribution of \$50 per month toward the cost of their internet access (service provider charge).

Councillors are expected to adhere to the basic information technology security principles recommended by the Council in their use of these devices (for example, PIN or password protection).

- **Software**

The tablet will be supplied with a document distribution application (DocsOnTap). The PC/laptop will be supplied with the same version of Microsoft Windows and Microsoft Office that is installed on Council computers. Virus protection software will also be supplied.

Councillors may install other applications to meet their own needs. Purchasing, licensing, installation and support of these other products is the responsibility of each Councillor.

- **Council Network**

The computers will be configured for stand-alone use. They will not have access to the Council's network. Councillors are able to use the Council's network facilities via the PCs located in the Councillors' area.

[Explanation: In order to protect the overall security (viruses etc.) of the Council's network, there are strict controls on the computers that can be connected to the network. To provide this capability for Councillors would mean prohibiting the installation of other software on the laptop and restricting internet (site) access. For the expected type of use by Councillors, a greater benefit and flexibility is provided by stand-alone operation than a restricted network configuration.]

- **Printers**

Councillors will, on request, be provided with a contribution of \$200 toward the cost of purchasing or replacing a printer. The printer belongs to the Councillor.

An allowance of **\$10** per month will be provided toward the cost of consumables for personally owned printers.

A suitable printing device, at a standard determined by the Chief Executive Officer, will be available in the Councillor's area to enable printing.

- **Email**

Council email is accessible externally via an internet connection. The final configuration of email accounts including email redirection facilities will be arranged with individual Councillors. The Council's information management policies and standards apply to emails.

- **System Backup**

The backup of the data on the tablet and PC or laptop is a matter for each Councillor to manage as appropriate to their needs. Regular system backups are strongly recommended to protect from data loss in the event of failure.

- **System Support**

Training in specialised applications (e.g. DocsOnTap) will be provided as part of the induction process for Councillors. Any other training for Councillors (e.g. in the use of Microsoft Windows and Microsoft Office) will be arranged on request through the Councillor's Administration Officer with an external training provider. The Council will pay for reasonable costs as approved by the Chief Executive Officer.

Support for the operation of the PC or laptop and tablet will be provided by the IT department during office hours. This support is primarily for equipment problems, not training. Any equipment failures and repairs are to be reported to the IT department so that repairs can be arranged. After hours support will not be available.

- **Return of Tablet and PC or Laptop**

When the tablet, PC or laptop is to be replaced or a Councillor leaves the Council, the equipment is to be returned to the IT department for removal of data and any non-standard software applications prior to reallocation or disposal.

Section 3 PROVISION OF GIFTS TO OTHERS

In fulfilling their civic and ceremonial roles and responsibilities, Councillors will meet local, national and international delegates and officials.

In circumstances where the exchange of gifts between the host and visitor is considered courteous and expected, Council will provide a gift for the Councillor to exchange.

The provision of corporate gifts by Councillors will be by request through the Chief Executive Officer's office and will be of a standard considered appropriate for the event.

Requirements for the disclosure of gifts presented to Councillors is detailed in the Policy for Acceptance of Gifts and Benefits by Councillors (14-Plx-031).

Section 4 MAYORAL VEHICLE

Council is to make a vehicle available to the Mayor, or the Mayor's representative, when representing the City at meetings, functions, and other activities.

The Mayoral Vehicle is to be available on either of the following bases -

	Garaged at Home	Limited Private Use
Private Use	Drive to and from Council	Private use other than when on leave
Periods of Leave	Garaged at Town Hall	Garaged at Town Hall
Mayoral Contributions	Not required	Yes - to cover private use other than to and from Council

Use of the vehicle by other Councillors and the Chief Executive Officer will only occur at the Mayor's discretion.

Section 5 PARKING

Car parking will be made available for Councillors in the car park near the Town Hall for use on meeting days and whilst conducting Council business.

Parking permits will be made available for use when on Council related business. Permits will relate to both on-street and off-street parking.

Section 6 TRAVEL, MEALS, ACCOMMODATION AND FUNCTIONS

- ***Attendee at Seminars/Conferences etc.***

The Council will pay for the cost of Councillors to attend Council approved seminars, conferences and training programmes, including accommodation and travel expenses providing these are arranged through the Chief Executive Officer's Office.

The actual cost incurred for meals and incidentals will be reimbursed (where these are not part of Conference Registration package) subject to the presentation of receipts and tax invoices for expenses claimed.

- ***Attendee at Functions***

The Mayor, Deputy Mayor and Councillors may receive invitations to attend functions in their capacity as a Councillor.

Invitations with Council budgetary implications, will be referred to the Chief Executive Officer for approval prior to agreeing to attend (retrospective payments will not be provided). Requests for approval will only be considered where the invitation is addressed specifically to the Mayor, Deputy Mayor or an individual Councillor.

The Council will not meet any costs during an election period where the Mayor, Deputy Mayor or particular Councillor standing for re-election is requesting payment.

It is recognised that the Mayor may still need to attend functions as Council's representative during an election period which will be funded by the Council subject to prior approval by the Chief Executive Officer.

- ***Accompanying partners/guests***

A partner or guest may accompany a Councillor to conferences or a function where other attendees are generally accompanied by partners.

The Council will not generally pay or reimburse for guests' or partners' meals, accommodation, travel, social packages or attendance as an accompanying guest, unless specifically approved by a vote of Council, with the exception that the Council will pay the cost of partners attending conference dinner functions and partners' programs where a Councillor is attending a Council approved State or National conference.

- ***Council Meeting Meal Allowance***

A meal allowance of **\$35** for any Council meeting that extends beyond 5.30pm will be paid.

- ***Sister City Visits***

When a Councillor chooses to participate in an official visit to a Sister City as part of a delegation the Council will reimburse 100% of the Councillor's economy airfare.

The Council will determine how many Councillors participate in overseas visits.

If billets are not available for Councillors, accommodation costs for up to five nights will be paid by the Council for Councillors and their partners.

Section 7 PRIVATE VEHICLES

Costs relating to private vehicle use will be reimbursed.

Reimbursement will be for the cost of private vehicle travel to meetings of a committee/group or a function, outside a 37 kilometre radius of the Town Hall, where a Councillor is representing Council at the direction of Council or the Mayor.

The rate of reimbursement is to be based on an appropriate industry reference or Australian Taxation Office rates.

Section 8 CHILD CARE

Council will reimburse the cost of necessary child care expenses incurred by Councillors in the course of carrying out their duties, including:

- Attendance at Council and Council Committee meetings

- To attend meetings arising as a result of a Councillor being appointed by Council to an internal or external body or committee except where the body or committee reimburses relevant child care expenses incurred by the Councillor
- To attend informal briefing sessions or meetings with prior approval of the Chief Executive Officer

Claims must be accompanied by a receipt from a licensed child care provider showing the date and time care was provided and detail the reason care was needed on each occasion.

Claims must be submitted on a fortnightly basis and be submitted on the approved Child Care Reimbursement Claim Form.

Councillor claiming reimbursement for child care expenses are required to provide the Chief Executive Officer with documentary evidence regarding their entitlement or non-entitlement to the Commonwealth Government Child Care Benefit Scheme. Any entitlement is to be off-set against the hourly rate charged by the registered Child Care provider.

Section 9 PERSONAL CARE

Where a Councillor is required to employ or engage the services of a personal carer to attend to the needs of a member of the Councillor's immediate family or household, in order for that Councillor to carry out their duties as a Councillor, the Council will reimburse the cost of the personal carer expenses.

Claims must, on each occasion, be accompanied by a receipt from the personal care provider showing the date, time, and detail the reason and for whom the care was provided.

Where a Councillor is able to claim reimbursement for the provision of personal care services under any Commonwealth Government or Private Insurance Health Benefit Scheme, the Council will only reimburse the difference between the amount reimbursed by the scheme and the total cost of the service provided. Claims are to be submitted against any scheme before submission to the Council.

For the purposes of this section, the following definitions apply:

Duties of a Councillor include:

- Attendance at the Council and Council Committee meetings;
- Attendance at meetings arising as a result of a Councillor being appointed by the Council to an internal or external body of committee;
- Attendance at informal briefing sessions or meetings with prior approval of the Chief Executive Officer.

Immediate Family includes:

- Spouse or de facto spouse. (A de facto spouse means a person who lives with the Councillor as their spouse or partner on a bona fide domestic basis); and

- Child or an adult child (including an adopted child, a step child or an ex-nuptial child), parent, grandparent, grandchild or sibling of the Councillor.

Section 10 CLAIMS FOR REIMBURSEMENT PROCEDURE

Claims for reimbursement are to be submitted on a fortnightly basis using the Claim Form provided.

When making claims for reimbursement of expenses, Councillors must provide original receipts, tax invoices and documentation to support a claim. Each claim must clearly identify the purpose, in order to make clear the basis of the claim and its relation to the policy guidelines.

Claims for reimbursement are to be submitted to the Chief Executive Officer.

Where, in the opinion of the Chief Executive Officer, a question arises as to whether a claim for reimbursement of expenses or any part thereof is eligible under this policy, the matter will, in the first instance be brought to the attention of the Mayor who will, in turn, discuss the matter with the Councillor making the claim. Should the question still remain, the matter is to be referred to a Closed Session of Council for a decision.

PUBLICATION

Section 72 of the *Local Government Act* 1993 requires the Council to publish in its Annual Report a statement of the total allowances and expenses paid to the Mayor, Deputy Mayor and Councillors. These will be reported so that individual's expenses are identified.

PRINCIPLES:

The following principles have been (with some minor modifications/explanation) taken from the Victorian Government guidelines and underpin the basis for this policy.

1. Appropriate Councillor conduct (use of public resources).
2. Diversity in participation, equity and access (not to create a financial barrier to participation).
3. Accountability, transparency and community acceptance.
4. Local flexibility according to complexity, needs and standards.
5. No disadvantage - separation of allowances from reimbursement of expenses and provision of resources and facilities.

There is no right of offset between expense types, where maximum amounts have been set under this policy.

Council's Organisational Values apply to all activities.

RELATED POLICIES & PROCEDURES:

17-Plx-006 Record Keeping for Councillors Policy

14-Plx-031 Policy for Acceptance of Gifts and Benefits by Councillors

14-Plx-032 Code of Conduct for Councillors Policy

RELATED LEGISLATION:

Local Government Act 1993

Local Government (General) Regulations 2005 (S.R 2005, No. 64)

REFERENCES:

Mayor and Councillor Entitlements Information Guide, Department of Planning and Community Development - Victoria, November 2008 (last viewed 4 July 2014).

DEFINITIONS:

"duties of office" includes attendance at official Council meetings, approved functions and whilst working on Council business other than at home.

"reasonable expenses" means a standard unit or hourly rate that is readily available to members of the public for a similar service.

"reimbursement of child care expenses" means reimbursing the cost of securing licensed child care, less any amount received as a Commonwealth Government subsidy for the care provided. This may from time to time be only available from Council nominated child care providers at the discretion of the Council.

"phone costs" includes rental and call costs.

REVIEW:

This policy will be reviewed to coincide with Council elections or more frequently, if dictated by operational demands and with Council's approval.

CITY OF LAUNCESTON - Councillor's expenses and resources policy

DOCUMENT INFORMATION

Reference number	14-Plx-016
Version	22/09/2014
Review	01/01/2019
Key function	Governance
System	Councillors
Document type	Policy
Responsible Directorate	Chief Executive Officer
Approved by	Council
Action Officer	Leanne Purchase
Text search key words	Councillor allowance Councillors election expenses resources
To be communicated to (To be identified by Approver) (Insert ✓ in relevant row)	Department/Area only
	Directorate via Director and Managers
	Specific Areas: •
	✓ Organisation-wide
	✓ Website
	Intranet (via a link)
Hard copy distribution	Policy manuals - Chief Executive Officer, General Manager Organisational Services Network



Annual General Meeting Agenda

Wednesday 19 August 2:00 pm

Crowne Plaza, Hobart

326 Macquarie Street, GPO Box 1521, Hobart, Tas 7000

Phone: (03) 6146 3740

Email: admin@lgat.tas.gov.au

Home Page: <http://www.lgat.tas.gov.au>



Our Vision

To build stronger Councils

Our Mission

Provide leadership, support,
representation and advocacy
on behalf of Tasmanian Councils

Our Values

Effective

Supportive

Rewarding

Integrity

Adaptive

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* Denotes Attachment

Formal notice of meeting

Notice is given that the one hundred and thirteenth
Annual General Meeting of the Association will be held on

19 August 2026

Commencing at 2.00pm



Dion Lester
Chief Executive Officer



Annual General Meeting

19 August 2026

1. Opening and acknowledgement of country

We acknowledge the traditional custodians of this land Tasmania, the Palawa people, and recognise their continuing connection to the lands, skies, and water. We pay respect to the elders, past and present.

2. Items for decision

2.1. Confirmation of minutes *

Decision sought

That the Minutes of the 113th Annual General Meeting held on 25 July 2025 be confirmed.

The minutes of the 113th Annual General Meeting of the Local Government Association of Tasmania, held in Launceston on 25 July 2025 as circulated and as at **Attachment 2.1** are submitted for confirmation.

2.2. President's Report

Decision sought

That the President's report be received.

The President will present his report to the 2026 Annual General Meeting.

2.3. Financial statements to 30 June 2025 *

Decision sought

That the financial statements for the period 1 July 2024 to 30 June 2025 be received and adopted.

The General Management Committee recommends consideration and adoption of the Association's Financial Statements for the period 1 July 2024 to 30 June 2025, an abridged version of which are included at **Attachment 2.3A**.

A full version is available from the Association's offices on request.

A copy of the Association's Profit and Loss report for the period 1 July 2025 to 30 June 2026 is also included at **Attachment 2.3B** to provide members with an indication of the current financial position of the Association. The 2025/26 result is very positive, with a result \$574,246 ahead of budget and a surplus of \$380,153. The details are discussed further in the next agenda item.

2.4. 2026-2027 LGAT Budget and Subscriptions *

Decision sought

That **Members**

1. Endorse the 2026/27 LGAT Budget and Subscriptions, with a 3.5% wage increase for LGAT staff and an overall 4.5% subscription increase for councils.

2. Endorse the LGAT Assist budget

Income

LGAT relies on four main sources of revenue – subscriptions, procurement, events and interest on reserves. With continuing strengthening of procurement and interest revenue streams we are able to apply an increase of 4.5% to subscriptions while still maintaining sufficient revenue to continue to provide a high level of service to councils.

LGAT Procurement revenue continues to increase steadily, with it exceeding budgeted expectations for the 2025/26 year by \$156,515. For next year we are expecting income to remain steady, with \$450,000 budgeted.

While interest rates improved during 2025/26 on what was expected, this was only modest. Commentators and economists generally expect the RBA cash rate to remain high for the remainder of 2026, with what happens in 2027 very uncertain. Given this a conservative approach has been undertaken, with revenue projected to remain consistent to what has been received for this year at \$240,000.

As a number of our State Government grant programs are coming to conclusion, administration cost recovery is expected to reduce by \$114,500 to \$45,500 in 2026/27.

The 2025/26 income for events, including our annual conference and learning and development activities, was \$292,744. For the coming financial year, we are expecting slightly reduced delegates to the annual conference (due to it being an election year).

Total income is budgeted to increase by \$143,558 on last year's budget.

Expenditure

The most significant expenditure item in the LGAT budget is staff wages. During the past 12 months we have put on hold recruiting a junior policy officer given the uncertainty over the continuation of some grant funding. For next financial year we will not budget for this additional position, instead looking to gradually offset the additional costs associated with the Learning and Development Framework. For the 2025/26 year salary costs are expected to finish well ahead of budget.

The March Hobart CPI was 5.1% and the Tasmanian Wage Price Index for public and private industries was 3.35%. The recent round of State Service wage negotiations have typically landed a 3%, 3% and 2.75% wage increase over the next 3 years. Given this a 3.5% salary increase is proposed for the LGAT staff.

2026/27 will be our second year of running the Learning and Development Framework, with costs expected to be increased on last financial year given much of the induction program will be delivered this financial year at no or low cost to participants. The total costs (\$230,000) consist of an additional staff member, annual software subscriptions and face to face events.

Networks and software costs have increased from \$30,000 (2025/26 budget) to \$60,000 because of a new IT support provider and additional software costs.

Total expenditure is budgeted to increase by \$167,022 on the 2025/26 budget. The key areas of variance driving this change are:

- Conference expenses are increased due to it moving to the Crown.
- Learning and Development expenses in 2025/26 were offset by grant funding for the delivery of the Community of Practice and transition support (~\$150,000).
- A reduction of administration cost recovery support from grants (\$114,500).

Net Result

The proposed budget will deliver an anticipated deficit of \$217,557. However, a likely surplus of \$380,000 in 2025/26 will more than offset this deficit.

A copy of the draft 2026/27 budget is at **Attachment 2.4A**.

Subscriptions

This LGAT subscription formula comprises a flat fee of 40 per cent and population and revenue fees of 30 per cent each, eight revenue categories and eight population categories and a 10 per cent collar and cap.

A 4.5% increase in overall subscriptions has been budgeted for 2026/27. In addition, there are several councils that have had category movements, although the impact of this movement is mitigated by the cap and collar adjustments. The changes involve Break O'Day, Burnie, George Town, Latrobe, Meander Valley and West Coast moving up a revenue category and Circular Head Council moving down two revenue categories.

A copy of the draft subscriptions for the 2026/27 financial year is at **Attachment 2.4B**.

LGAT Assist

At the March 2024 GMC meeting the GMC confirmed it would:

1. *instruct the CEO to take the necessary steps to wind up LGAT Assist, with the residual funding to be 'ring fenced' for a defined purpose; and*
2. *request that the CEO consult with council General Managers on opportunities for what projects or initiatives could be established with the balance of LGAT Assist's reserves and report back to the Committee.*

While LGAT Assist has ceased accepting new loans and wound up the Board, there are still 9 existing loans that need to be managed.

As a result, there are still a base level of activities and costs associated with the progressive winding down of LGAT Assist until the remaining loans are discharged.

A copy of the Draft Budget for the 2026/27 financial year is at **Attachment to Item 2.4**.

Budget Impact

Does not apply.

Current Policy

Strategic Plan

- Governance and operations

2.5. President and vice president honorariums

Decision sought

That the President's and Vice President's honorariums for the period 1 July 2026 to 30 June 2027 be adjusted in accordance with the annual increase (March 2026) in the wage price index for Tasmania.

That the GMC sitting fees for the period 1 July 2026 to 30 June 2027 be adjusted in accordance with the annual increase (March 2026) in the wage price index for Tasmania.

As per the Rules of the Association the functions of the Annual General Meeting include –

8. (a)(iv) (A) determine the President's honorarium for the forthcoming year;
(B) determine any honorarium to be paid to the Vice President for the forthcoming year;

The Rules of the Association provide that the Annual General Meeting will grant an annual allowance to the President and Vice President.

In the past an independent review of honorariums was undertaken in the same financial year as the review of allowances for Local Government Elected Members, with the last review undertaken in 2009. The result of that review was to retain the basis of the present honorariums unchanged for the two positions with movements to be in conjunction with the annual increase (March) in the wage price index for Tasmania.

The resultant application of the wages price index means the allowances will be adjusted by 2.9% for 2026-27.

	2025/2026 Allowance	2026/2027 Allowance
President	\$59,904	\$61,641
Vice President	\$14,975	\$15,409

In addition, Member endorsement is sought for the GMC sitting fees to be adjusted by the annual increase (March 2026) in the wage price index for Tasmania, as per past practice, taking the full GMC sitting fee to \$245 for the 2026-27 financial year.

2.6. LGAT Rules Update

Decision sought

That members endorse the proposed changes to the LGAT Rules for use of the Common Seal.

Background

This paper provides background to support an amendment to the LGAT Rules to allow for use of the LGAT Common Seal under delegation.

The LGAT Rules can only be amended at LGATs Annual General Meeting (Clause 8(b)).

The LGAT Rules have the following requirements for use of the Common Seal:

51. COMMON SEAL OF THE ASSOCIATION

- (a) The Chief Executive Officer shall have the custody of the Common Seal.*
- (b) The Common Seal shall not be attached to any document without an express order of the General Management Committee, unless to authenticate any document, or to comply with the provisions of any rule directing that such seal shall be attached to any document.*
- (c) In every case where the Seal has been ordered to be attached to any document, such document shall also be signed by the President (or, in the case of the absence or illness of the President, by the Vice President and one member of the General Management Committee) and countersigned by the Chief Executive Officer.*

In practice this means that in all instances where a new grant deed or amendment to an existing deed requires affixing the Common Seal, GMC permission must be sought. In any given year this can occur multiple times and sometimes requires permission at very short notice to meet grantor requirements.

To reduce the administrative burden, GMC has determined it appropriate to seek member authority to amend the LGAT Rules to allow the use of the Common Seal to be delegated to the LGAT CEO for defined circumstances, with this delegation reported at the next GMC meeting.

To facilitate this, the following amendment (additions) to the LGAT Rules is proposed:

51A. Delegation of Use of Common Seal

- (a) Notwithstanding Rule 51, the General Management Committee may, by resolution, delegate to the Chief Executive Officer the authority to affix the Common Seal of the Association to documents of a kind or within classes of circumstances approved by the Committee.*
- (b) Any delegation under this Rule must specify:*
 - (i) the nature or class of documents to which the delegation applies; and*
 - (ii) any conditions or limitations on the exercise of that authority.*

(c) Where the Common Seal is affixed by the Chief Executive Officer pursuant to a delegation under this Rule, the Chief Executive Officer must report each use of the Common Seal to the next meeting of the General Management Committee, including details of:

- (i) the document executed;*
- (ii) the date of execution; and*
- (iii) the authority under which the seal was affixed.*

(d) A delegation under this Rule does not prevent the General Management Committee from requiring prior approval for the use of the Common Seal in respect of any particular document or class of documents.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Governance and operations

3. Closure of the meeting

Attachment 2.1



Annual General Meeting Minutes

Friday 25 July 2025 2:00 pm

Boathouse Centre, 55a Lindsay Street, Invermay

326 Macquarie Street, GPO Box 1521, Hobart, Tas 7000

Phone: (03) 6146 3740

Email: admin@lgat.tas.gov.au

Home Page: <http://www.lgat.tas.gov.au>



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Our Mission

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* Denotes Attachment

Formal notice of meeting

Notice is given that the one hundred and thirteenth
Annual General Meeting of the Association will be held on

25 July 2025

Commencing at the conclusion of the General Meeting

Boathouse Centre, 55a Lindsay Street, Invermay



Dion Lester
Chief Executive Officer



Annual General Meeting

25 July 2025

1. Opening and acknowledgement of country

We acknowledge the traditional custodians of this land Tasmania, the Palawa people, and recognise their continuing connection to the lands, skies, and water. We pay respect to the elders, past and present.

Welcome and apologies

The President welcomed Members and declared the meeting open at 2:18 pm.

The following apologies were noted:

Deputy Mayor Kristi Chapple

CEO Ian Nelson

Lord Mayor Anna Reynolds

Deputy Lord Mayor Zelinda Sherlock

Mayor Cheryl Arnol

Mayor Marcus Blackie

Deputy Mayor Vernon Philbey

Mayor Peter Freshney

Councillor Danny Gibson

Mayor Wayne Johnston

General Manager Tim Kirkwood

Mayor Mary Duniam

Mayor Shane Pitt

General Manager Scott Riley

Break O'Day Council

Clarence City Council

City of Hobart

City of Hobart

Glamorgan/Spring Bay Council

King Island Council

King Island Council

Latrobe Council

Launceston City Council

Meander Valley Council

Southern Midlands Council

Waratah/Wynyard Council

West Coast Council

West Coast Council

2. Items for decision

2.1. Confirmation of minutes *

Central Highlands Council / Flinders Council

That the Minutes of the 112th Annual General Meeting held on 26 July 2024 be confirmed.

Carried unanimously

The minutes of the 112th Annual General Meeting of the Local Government Association of Tasmania, held in Devonport on 26 July 2024 as circulated and as at **Attachment to Item 2.1** are submitted for confirmation.

2.2. President's Report

Kentish Council / Kingborough Council

That the President's report be received.

Carried unanimously

Presidents Report 2025

I would like to start this report by saying a huge thank you for placing your faith in me for another term as LGAT President. You can rest assured that I will do my best to represent and support each and every council for the next two years.

It has been another extremely busy year for the team at LGAT. Who would have thought this time last year that we would be in full election advocacy again so soon.

While who will form Government is still uncertain, I am pleased to say that we secured a number of positive commitments from both the major parties. Perhaps most important of these was the Liberal commitment to immediately increase the local government share of the Heavy Vehicle Motor Tax to \$5 million per year, as well as a commitment to work on a distribution method that accounts for inflation and heavy vehicle usage.

We secured commitments from both major parties for investment in the regional land use strategies, a review of the Land Use Planning and Approvals Act and between them a review of the residential development provisions and support for the next stages of the LGAT Development Manual.

However, as you all would have seen, not all the announcements were entirely positive. Once again, we saw both major parties make announcements about tinkering with the development approvals processes.

Rest assured, once the final make up of Parliament is confirmed one of our main priorities will be to engage with the Government, opposition and independents on local government's views on the planning reform we actually need.

LGAT

25 July 2025 – Annual General Meeting Minutes

During the past year, we have seen the Government start implementing the priority recommendations from the Future of Local Government Review. Pleasingly, through our collective advocacy most of those recommendations are supported by the sector.

LGAT was also successful in getting a number of important reforms related to councillor behaviour included as part of this agenda. We will be keeping the pressure on the incoming Government to introduce those reforms as soon as possible, because we know that many councils are being disrupted by a small number of difficult councillors.

The health and wellbeing of elected members is one of our highest priorities. Alongside the legislative reforms to deal with councillor behaviour, we also developed and launched the LIFT THE TONE campaign in April.

Since then, numerous councils have passed motions supporting the pledge and committing themselves to respectful debate. The pledge has also been signed by many Members of Parliament, individual councillors and community leaders. If your council hasn't signed the pledge, I urge you to put forward a motion at an upcoming council meeting so we can stand united in supporting constructive debate. While we have had a very successful media launch and almost 400,000 views of our social media campaign, it is the council support locally that is the most important part of the campaign.

Raising awareness of the type of behaviour being experienced by elected representatives and council staff is an important part of Lift the Tone. We are now running a series of social media videos featuring members from our sector detailing their stories of intimidation and abuse. We are grateful to those people for sharing real-world examples and the impact this has had on them and their family members. Once this first part of the campaign is complete the team will start working on the next stage to take us through to the Annual Conference in November.

I think one of LGAT most significant advocacy wins over the past 12 months was defeating the proposed Development Assessment Panels. We were successful in getting the Legislative Council to outright reject the Bill. And this was no small feat given both Liberal and Labor supported it. We were in the middle of DAP 2.0 when the election was called. At that stage we had been successful in getting the Government to improve its consultation and also make improvements to the updated Bill.

It remains to be seen if the incoming government will continue with this folly after the election. But you can be certain we will continue our advocacy in opposition if they do.

Also, just prior to the election we were working with the Government on a new partnership agreement for the sector to improve how they consult with councils. The aim of this agreement was to secure improved State Government consultation with the sector.

We were also having positive discussion with the Minister on a long overdue increase in councillor allowances.

We had made solid ground with both issues, and so we will continue with this work once the dust settles from the State election.

The recent State budget was also positive for LGAT with our advocacy securing \$300,000 to develop a Planning and Development Capability Program, an additional \$177,000 to continue our important work on safeguarding children and young people, and the continuation of funding for the local government health and wellbeing network at least until the release of Tasmania's Preventative Health Strategy.

The continuation of the funding for our work on safeguarding children and young people was in recognition of the great work our team and councils have been doing. We would like to thank all councils for their continued focus on 'child safe' actions and commitment towards making their councils and communities safer for young people.

The LGAT Child Safe Teams network has now grown to include 114 council employees representing a wide range of roles across all 29 Tasmanian councils. This network has access to a range of supports from webinars to resources, workshops and case studies. Workshop attendance by the sector has been excellent with two recent sessions attracting over 130 people across staff and elected representatives.

Keep an eye out for the next event from the Team covering sustainable community-led development on August 28.

We are funded to continue this work until February 2026, which we hope to extend.

On the national front we have been working with ALGA on their recent Federal Election advocacy and also the inquiry into local government sustainability. That included a submission to the inquiry on behalf of Tasmanian councils and Dion and I presented to the committee last year. The interim report has been released, and we are looking forward to continuing our advocacy once they re-commence their work. I will also be representing Tasmania on a round table with the Federal Minister for Housing early next month.

And a reminder that registrations are now open for the 2025 National Local Roads, Transport and Infrastructure Congress to be held in Bendigo on 11-12 November.

Across LGAT sector services, LGAT Procurement continues to provide an increasing number of products and services to Tasmanian councils to support best practice procurement.

To the end of March councils have spent \$20 million through our LGAT panels and saved over \$3 million as a result.

As you know we launched the Tasmanian specific civil works panel in September last year. Since then, there have been 28 tenders released from councils worth over \$8 million dollars.

And the LGAT Procurement team has just completed a refresh of this panel, and I am pleased to let you know that 24 extra small and large Tasmanian contractors have been added as a result.

On the events front we are looking forward to our annual conference on the 20th and 21st of November at the Grand Chancellor in Hobart. The conference theme will be Planning for the Future, and the team is close to finalising the full agenda of speakers and opening up registrations.

This financial year, LGAT has delivered more than 35 events to over 860 attendees. This included the successful Communities of Practice for Mayors, with the next session currently in the planning stage.

To further our support of councillor development, we have recently taken over the management of the Local Government

Learning Framework. This includes the hosting, maintaining and development of online learning modules.

The online modules developed as part of the framework have provided a solid foundation for elected representatives. However, we recognise that the content and the modes of learning need to better meet the needs of the sector. To support this, we have established a dedicated part-time role to shape our program. This will be particularly important as we move towards the 2026 local government elections with a mix of returning and new councillors. So please stay tuned as we further develop the learning opportunities for councillors.

In closing I wish to say thank you for the support of GMC and Paula as Vice President in particular. I would also like to acknowledge the small, but dedicated and hard working team at LGAT.

Thank you.

2.3. Financial statements to 30 June 2024 *

Flinders Council / Break O'Day Council

That the financial statements for the period 1 July 2023 to 30 June 2024 be received and adopted.

Carried unanimously

The General Management Committee recommends consideration and adoption of the Association's Financial Statements for the period 1 July 2023 to 30 June 2024, an abridged version of which are included at **Attachment to Item 2.3A**.

A full version is available from the Association's offices on request.

A copy of the Association's Profit and Loss report for the period 1 July 2024 to 6 June 2025 is also included at **Attachment to Item 2.3B** to provide members with an indication of the current financial position of the Association, noting that there are a number of income and cost items still to accrue before the end of the financial year. It is currently anticipated that the 2024/25 financial year result will be an approximate \$250,000 surplus against a budgeted \$83,229 deficit.

This result is predominantly due to additional revenue from LGAT Procurement (expected to total \$117,000) and interest earned (\$76,000) and reduced staff expenditure (\$222,000) due to delays in filling two positions.

2.4. 2025-2026 LGAT Budget and Subscriptions *

West Tamar Council / Central Coast Council

That the committee endorse the 2025-26 LGAT Budget and Subscriptions with an overall 4% subscription increase for councils.

Carried unanimously

Income

LGAT relies on four main sources of revenue – subscriptions, procurement, events and interest on reserves. With continuing strengthening of procurement and interest revenue streams we are able to apply a modest increase 4% in subscriptions while still maintaining sufficient revenue to provide a continued high level of service to councils.

For the year-to-date, income is tracking ahead of budget.

LGAT Procurement revenue continues to increase steadily. Year to date income is \$92,748 ahead of budget. This growth is expected to continue next financial year, with a budgeted income of \$350,000.

Interest rates improved during 2024-25, resulting in additional revenue of \$36,287 in the year to date. This revenue is budgeted to be \$175,000 for the 2025-26 financial year.

The 2024-25 income for events was slightly ahead of budget (\$16,323) and is expected to remain steady for the year ahead.

As a number of State Government funded programs are coming to conclusion, cost recovery revenue for administration is expected to reduce by \$30,000 in 2025-26 but still constitutes \$160,000.

Total income is budgeted to increase by \$106,047.

Expenditure

For the year-to-date, expenditure is tracking below budget.

The most significant expenditure item in the LGAT budget is staff wages. During the past 12 months LGAT has seen some delays in recruiting to new positions, as a result salary costs are expected to finish well ahead of budget (\$222,000). This year a 3.5% salary increase is proposed.

The main cost increase for the 2025-26 financial year is associated with LGAT taking on the running of the Learning and Development Framework. This includes an additional staff member, software purchasing, transition and event costs totalling \$210,000. While some of the costs (~\$56,000) can be offset from residual grant funding, the remainder must come out of general revenue.

As a result, total expenditure is budgeted to increase by \$216,911.

Other Matters

In addition to the budgeted staff salaries, LGAT has over four FTE funded by State Government Grants across a range of projects – the Regional CCTV Project, Health and Wellbeing Project, Climate Capability Program, Child and Youth Safe Program, the Community of Practice and Open Spaces Program.

The draft 2025-26 LGAT Budget does not include the revenue or costs associated with these additional staff, as they are fully funded by external sources and not the sector.

Net Result

The proposed budget will deliver an anticipated deficit of \$194,093. However, a likely surplus in 2024-25 will offset this deficit.

Subscriptions

This LGAT subscription formula comprises a flat fee of (40%) and population and revenue fees of (30%) each, eight revenue categories and eight population categories and a (10%) collar and cap.

A 4% increase in overall subscriptions has been budgeted for 2025-26. In addition, there are several councils that have had category movements, although the impact of this movement is mitigated by the cap and collar adjustments. The changes involve Break O'Day, Dorset, Kingborough and West Coast moving up a revenue category and George Town moving down a revenue category.

A copy of the draft budget and subscriptions for the 2025-26 financial year are as at Attachment to Item 2.4.

2.5. President and vice president honorariums

Clarence City Council / Central Highlands Council

That the president's and vice president's honorariums for the period 1 July 2025 to 30 June 2026 be adjusted in accordance with the annual increase (March 2025 quarter) in the wage price index for Tasmania.

That the GMC sitting fees for the period 1 July 2025 to 30 June 2026 be adjusted in accordance with the annual increase (March 2025 quarter) in the wage price index for Tasmania.

Carried unanimously

As per the Rules of the Association the functions of the Annual General Meeting include –

8. (a)(iv) (A) determine the President's honorarium for the forthcoming year;
- (B) determine any honorarium to be paid to the Vice President for the forthcoming year;

The Rules of the Association provide that the Annual General Meeting will grant an annual allowance to the President and Vice President.

LGAT

25 July 2025 – Annual General Meeting Minutes

In the past an independent review of honorariums was undertaken in the same financial year as the review of allowances for Local Government Elected Members, with the last review undertaken in 2009. The result of that review was to retain the basis of the present honorariums unchanged for the two positions with movements to be in conjunction with the annual increase (March 2025 quarter) in the wage price index for Tasmania.

The resultant application of the wages price index means the allowances will be adjusted by 4.0% for 2025-26.

	2024/2025 Allowance	2025/2026 Allowance
President	\$57,600	\$59,904
Vice President	\$14,399	\$14,975

In addition, Member endorsement is sought for the GMC sitting fees to be adjusted by the annual increase (March 2025 quarter) in the wage price index for Tasmania, as per past practice, taking the full GMC sitting fee to \$238.00 for the 2025-26 financial year.

2.6. Reports from Board Representatives *

Central Coast Council / Devonport City Council

1. That the reports from representatives on various bodies be received and noted.
2. That Members acknowledge the time and effort put in by all Association representatives on boards, working parties, advisory groups and committees etc.

Carried unanimously

The Association has representatives on a wide variety of boards and committees and in order to acknowledge all, a full list is at **Attachment to Item 2.6A**.

Representatives on statutory boards are requested to provide reports to be included in the Annual General Meeting papers of the Association and these are also available at **Attachment to Item 2.6B**.

3. Closure of the meeting

There being no further discussion the President declared the meeting closed at 2:44 pm.

2.1 Confirmation of minutes

That the minutes of the 112th Annual General Meeting held on 26 July 2024 be confirmed.

- 
- Local Government Association Tasmania

Participant	Response	Weight
Break O'Day Council	For	1
Brighton Council	For	2
Burnie City Council	For	3
Central Coast Council	For	3
Central Highlands Council	For	1
Circular Head Council	For	1
Clarence City Council	For	4
Derwent Valley Council	For	2
Devonport City Council	For	3
Dorset Council	For	1
Flinders Council	For	1
George Town Council	[No Response]	1
Glamorgan/Spring Bay Council	For	1
Glenorchy City Council	For	4
Hobart City Council	For	4

Huon Valley Council	For	2
Kentish Council	For	1
Kingborough Council	For	4
King Island Council	[No Response]	1
Latrobe Council	For	2
Launceston City Council	For	4
Meander Valley Council	For	3
Northern Midlands Council	For	2
Sorell Council	For	2
Southern Midlands Council	For	1
Tasman Council	For	1
Waratah - Wynyard Council	[No Response]	2
West Coast Council	For	1
West Tamar Council	For	3

- -

2.2 President's report

That the President's report be received.

- 
- Local Government Association Tasmania

Attachment 19.5.1 LGAT Annual General Meeting Agenda - 19 August 2026

Huon Valley Council	For	2
Kentish Council	For	1
Kingborough Council	For	4
King Island Council	[No Response]	1
Latrobe Council	For	2
Launceston City Council	For	4
Meander Valley Council	For	3
Northern Midlands Council	For	2
Sorell Council	For	2
Southern Midlands Council	For	1
Tasman Council	For	1
Waratah - Wynyard Council	[No Response]	2
West Coast Council	For	1
West Tamar Council	For	3

-

2.3 Financial statements to 30 June 2024

That the financial statements for the period 1 July 2023 to 30 June 2024 be received and adopted.

- 

Attachment 19.5.1 LGAT Annual General Meeting Agenda - 19 August 2026

Huon Valley Council	For	2
Kentish Council	For	1
Kingborough Council	For	4
King Island Council	[No Response]	1
Latrobe Council	For	2
Launceston City Council	For	4
Meander Valley Council	For	3
Northern Midlands Council	For	2
Sorell Council	For	2
Southern Midlands Council	For	1
Tasman Council	For	1
Waratah - Wynyard Council	[No Response]	2
West Coast Council	For	1
West Tamar Council	For	3

2.4 2025-2026 LGAT Budget and Subscriptions

2.4 2025-2026 LGAT Budget and Subscriptions

West Tamar / Central Coast

That the committee endorse the 2025-26 LGAT Budget and Subscriptions with an overall 4% subscription increase for councils.

1. For 57
2. Against 0
3. Abstain 0



Participant	Response	Weight
Break O'Day Council	For	1
Brighton Council	For	2
Burnie City Council	For	3
Central Coast Council	For	3
Central Highlands Council	For	1
Circular Head Council	For	1
Clarence City Council	For	4
Derwent Valley Council	For	2
Devonport City Council	For	3
Dorset Council	For	1
Flinders Council	For	1
George Town Council	[No Response]	1
Glamorgan/Spring Bay Council	For	1
Glenorchy City Council	For	4
Hobart City Council	For	4

Huon Valley Council	For	2
Kentish Council	For	1
Kingborough Council	For	4
King Island Council	[No Response]	1
Latrobe Council	For	2
Launceston City Council	For	4
Meander Valley Council	For	3
Northern Midlands Council	For	2
Sorell Council	For	2
Southern Midlands Council	For	1
Tasman Council	For	1
Waratah - Wynyard Council	[No Response]	2
West Coast Council	For	1
West Tamar Council	For	3

- -

That the GMC sitting fees for the period 1 July 2025 to 30 June 2026 be adjusted in accordance with the annual increase (March 2025 quarter) in the wage price index for Tasmania.

- 

— —

Huon Valley Council	For	2
Kentish Council	For	1
Kingborough Council	[No Response]	4
King Island Council	[No Response]	1
Latrobe Council	For	2
Launceston City Council	For	4
Meander Valley Council	For	3
Northern Midlands Council	[No Response]	2
Sorell Council	For	2
Southern Midlands Council	For	1
Tasman Council	For	1
Waratah - Wynyard Council	[No Response]	2
West Coast Council	For	1
West Tamar Council	For	3

2.6 Reports from Board Representatives

2.6 Reports from Board Representatives

Central Coast / Devonport

1. That the reports from representatives on various bodies be received and noted.
2. That Members acknowledge the time and effort put in by all Association representatives on boards, working parties, advisory groups and committees etc.

-
1. For 57
 2. Against 0
 3. Abstain 0



Participant	Response	Weight
Break O'Day Council	For	1
Brighton Council	For	2
Burnie City Council	For	3
Central Coast Council	For	3
Central Highlands Council	For	1
Circular Head Council	For	1
Clarence City Council	For	4
Derwent Valley Council	For	2
Devonport City Council	For	3
Dorset Council	For	1
Flinders Council	For	1
George Town Council	[No Response]	1
Glamorgan/Spring Bay Council	For	1
Glenorchy City Council	For	4
Hobart City Council	For	4

Huon Valley Council	For	2
Kentish Council	For	1
Kingborough Council	For	4
King Island Council	[No Response]	1
Latrobe Council	For	2
Launceston City Council	For	4
Meander Valley Council	For	3
Northern Midlands Council	For	2
Sorell Council	For	2
Southern Midlands Council	For	1
Tasman Council	For	1
Waratah - Wynyard Council	[No Response]	2
West Coast Council	For	1
West Tamar Council	For	3

Attachment 2.3A

Annual Financial Statements

LOCAL GOVERNMENT ASSOCIATION OF TASMANIA

ABN 48 014 914 743

For the year ended 30 June 2025

Prepared by WLF Accounting & Advisory

Statement of Comprehensive Income

LOCAL GOVERNMENT ASSOCIATION OF TASMANIA

For the year ended 30 June 2025

	NOTES	2025	2024
Income			
Grants and contributions	2	2,575,184	3,857,639
Interest income		294,837	263,908
Fees and commissions		551,352	443,910
Other income		284,496	279,605
Profit/(loss) on disposal of equipment		(8,963)	10,457
Subscriptions		1,416,186	1,354,796
Total Income		5,113,092	6,210,315
Expenses			
Employee benefits		1,092,086	1,205,849
Depreciation and amortisation		67,567	73,002
Grant and contribution expenses		2,967,256	2,120,792
Other expenses		1,103,050	968,806
Total Expenses		5,229,960	4,368,449
Surplus/(Deficit)		(116,868)	1,841,866
Other Comprehensive Income			
Asset revaluation reserve		-	879,320
Total Other Comprehensive Income		-	879,320
Total Comprehensive Income for the Year		(116,868)	2,721,186

The accompanying notes form part of these financial statements.

Annual Financial Statements | LOCAL GOVERNMENT ASSOCIATION OF TASMANIA

Statement of Financial Position

LOCAL GOVERNMENT ASSOCIATION OF TASMANIA As at 30 June 2025

	NOTES	30 JUNE 2025	30 JUNE 2024
Assets			
Current Assets			
Cash and cash equivalents	3	3,981,536	5,663,217
Trade and other receivables	4	69,053	94,269
Financial assets	5	7,584,228	6,410,957
Other assets	6	98,290	282,806
Total Current Assets		11,733,108	12,451,249
Non-Current Assets			
Property, plant and equipment	7	2,455,618	2,483,542
Intangible assets	8	185	503
Total Non-Current Assets		2,455,803	2,484,045
Total Assets		14,188,911	14,935,295
Liabilities			
Current Liabilities			
Trade and other payables	9	692,487	340,016
Other current liabilities	10	3,321,799	4,346,710
Contract liabilities	11	239,361	281,389
Provisions	12	375,831	317,119
Borrowings	13	15,549	8,227
Total Current Liabilities		4,645,028	5,293,461
Non-Current Liabilities			
Provisions	12	121,200	102,283
Total Non-Current Liabilities		121,200	102,283
Total Liabilities		4,766,228	5,395,744
Net Assets		9,422,683	9,539,550
Equity			
Accumulated Surplus		7,889,150	8,006,017
Asset revaluation reserves		1,533,533	1,533,533
Total Equity		9,422,683	9,539,550

The accompanying notes form part of these financial statements.

Annual Financial Statements | LOCAL GOVERNMENT ASSOCIATION OF TASMANIA

Attachment 2.3B

Local Government Association of Tasmania
Profit and Loss (Budget Analysis)
1 July 2025 to 30 June 2026

Income	Selected Period	1 Jul 25 - 30 Jun 2026 Budget	Difference	% Difference
Annual Conf/General Spons	129,569.98	110,000.00	19,569.98	17.79
Annual Conf Regos	117,851.12	100,000.00	17,851.12	17.85
Professional DMent Activities	45,321.77	50,000.00	-4,678.23	-9.36
Cost Recoveries	0.00		0.00	
Deposits Paid	0.00		0.00	
Fees & Commissions	202,146.40	150,000.00	52,146.40	34.76
Fees & Commissions Procurement	506,515.14	350,000.00	156,515.14	44.72
Learning & Development		10,000.00	-10,000.00	-100.00
Interest	233,753.61	175,000.00	58,753.61	33.57
Interest - Building Proceeds	4,066.83	4,500.00	-433.17	-9.63
Other	850.00		850.00	
Rentals			0.00	
Profit Sale on Plant/Equip.	22,055.62		22,055.62	
Subscriptions	1,472,833.42	1,472,833.00	0.42	0.00
Media Monitoring	5,760.00	5,700.00	60.00	1.05
Total Income	2,740,723.89	2,428,033.00	312,690.89	12.88
Expenses				
Accomm exp - GMC	2,570.22	5,000.00	-2,429.78	-48.60
Accounts Administration	19,520.00	25,000.00	-5,480.00	-21.92
Advertising	325.00	2,000.00	-1,675.00	-83.75
ALGA - Meeting expenses	36,186.51	35,000.00	1,186.51	3.39
ALGA Subscription	113,010.00	113,000.00	10.00	0.01
Annual Conference	217,018.93	110,000.00	107,018.93	97.29
Auditors Remuneration	16,725.00	16,000.00	725.00	4.53
Bank Fees & Gov. Charges	1,164.22	1,100.00	64.22	5.84
Catering / Entertainment	5,725.60	6,000.00	-274.40	-4.57
Cleaning and Supplies	12,642.67	11,000.00	1,642.67	14.93
Professional Develoment Activites	13,943.46	40,000.00	-26,056.54	-65.14
Consultants Fees	12,698.55	20,000.00	-7,301.45	-36.51
Consultants Fees - HR/IR	6,000.00	6,000.00	0.00	0.00
Better Councils			0.00	
Elections - GMC Bi-annual			0.00	
Fringe Benefits Tax	10,830.68	24,000.00	-13,169.32	-54.87
Depreciation Expense	62,610.21	70,300.00	-7,689.79	-10.94
Insurance	79,434.89	84,500.00	-5,065.11	-5.99
Land & Building Running Costs	3,808.70	5,000.00	-1,191.30	-23.83
Loss on Write off of Equip			0.00	
Members Emoluments	81,633.72	85,000.00	-3,366.28	-3.96
President travel expenses	10,326.57	10,000.00	326.57	3.27
Network & Internet	40,425.92	30,000.00	10,425.92	34.75
Office Requisites	1,361.46	1,000.00	361.46	36.15
Other & Miscellaneous	586.92	750.00	-163.08	-21.74
Other Employment Entitlements	52,036.56	40,000.00	12,036.56	30.09
Payroll Tax	42,081.00	37,000.00	5,081.00	13.73
Postage	1,476.63	1,500.00	-23.37	-1.56
Power	4,878.05	5,000.00	-121.95	-2.44
Printing & Publications	2,002.11	4,000.00	-1,997.89	-49.95
Sector Services General	59,054.38	55,000.00	4,054.38	7.37
Sector Services Wages	468,025.74	560,389.00	-92,363.26	-16.48
Sector Services Super	72,544.00	86,860.00	-14,316.00	-16.48
Learning & Development	53,403.37	95,000.00	-41,596.63	-43.79
Rates & Land Tax	13,270.34	20,000.00	-6,729.66	-33.65
Rentals	2,500.66	3,500.00	-999.34	-28.55
Repairs & Maintenance	1,062.83	5,000.00	-3,937.17	-78.74
Salaries & Wages	800,796.73	936,820.00	-136,023.27	-14.52

Software	41,580.10	35,000.00	6,580.10	18.80
Stationery	735.16	1,000.00	-264.84	-26.48
Subscriptions - Membership etc	8,850.42	10,000.00	-1,149.58	-11.50
Superannuation	122,098.85	145,207.00	-23,108.15	-15.91
Sponsorship/Research/Donations		1,500.00	-1,500.00	-100.00
Telephone	9,085.05	8,000.00	1,085.05	13.56
Travel - Interstate	3,583.52	4,000.00	-416.48	-10.41
Travel - Intrastate	3,221.96	7,000.00	-3,778.04	-53.97
Staff Training	32,708.33	10,000.00	22,708.33	227.08
Media Monitoring	12,250.27	20,000.00	-7,749.73	-38.75
Motor Vehicle Expense	11,174.27	14,700.00	-3,525.73	-23.98
Grant Cost Recoveries	-180,526.73	-160,000.00	-20,526.73	12.83
LGAT ASSIST - Cost recoveries	-25,872.00	-25,000.00	-872.00	3.49
Expenses	2,360,570.83	2,622,126.00	-261,555.17	-9.97
Outcome	380,153.06	-194,093.00	574,246.06	-295.86

Government Grants Income	
DPAC - Develoment Standards	\$11,690.29
DPAC - Open Spaces	\$2,224,915.82
DPAC - Communities of Practice	\$70,492.64
CCTV -Rural Towns Implementation	\$1,458,099.73
CCTV - Capital Works and Maintenance	\$3,107.82
Lift the Tone	\$0.00
LG Election Campaign 2026	\$2,147.71
Planning - Education & Guidance	
Commission of Inquiry	\$230,301.98
Population Planning & Regional Dment	\$147,366.33
Climate Change ReCFIT	\$268,841.45
Climate Change Coastal Hazards Support	\$0.00
Coastal Hazards	\$10,120.32
DHHS - Health & Wellbeing 3	\$19,441.95
Total Government Grants Income	4,446,526.04
Historical Grant Reserves	
Coastal Adaptation	0.00
LG Reform Fund	\$0.00
Health & Wellbeing Combined	0.00
Total Historical Grant Reserves	0.00
Total Grant Funds	4,446,526.04
Government Grants Expenditure	
DPAC - Develoment Standards	11,690.29
DPAC - Open Spaces	2,224,915.82
DPAC - Communities of Practice	70,492.64
CCTV -Rural Towns Implementation	1,458,099.73
CCTV - Capital Works & Maintenece	3,107.82
LG Election Campaign 2026	2,147.71
Lift the Tone	-4,323.22
Planning - Education & Guidance	
Commission of Inquiry	230,301.98
Population Planning & Regoinal Dment	147,366.33
Coastal Hazards	10,120.32
Climate Change ReCFIT	268,841.45
Climate Change Coastal Hazards Support	0.00
DHHS - Health & Wellbeing 3	19,441.95
Total Government Grants Expenses	4,442,202.82
Historical Grant Expenditure	
Coastal Adaptation	
LG Reform Fund	0.00
Health & Wellbeing Combined	0.00
LGIT Strategies	16,875.00
Total Historal Grant Expenditure	16,875.00
Total Government Grants Expended	4,459,077.82
Operating Profit(Loss)	367,601.28

Attachment 2.4A

**LOCAL GOVERNMENT ASSOCIATION OF TASMANIA
ESTIMATES OF INCOME & EXPENDITURE
FOR FINANCIAL YEAR ENDED 30 JUNE 2027**

	2025/26	2026/27	Comparison
Income			
Subscriptions	1,472,833	1,539,111	66,278
Community Satisfaction Survey			0
Interest (Excl. Interest on grants)	175,000	240,000	65,000
Interest on Capital from Building	4,500	4,500	0
Rentals	0		0
Project Admin/Cost Recovery	160,000	45,500	-114,500
Assist Revenue	25,000	25,000	0
Fees and Commissions	150,000	161,000	11,000
Sector Services & Events			0
Annual Conference Registrations	100,000	110,000	10,000
Annual Conference Sponsorship & Trade	110,000	122,000	12,000
General Event Sponsorship			0
Professional Development Activities	50,000	29,000	-21,000
Procurement - Fees and Commissions	350,000	450,000	100,000
Learning & Development	10,000	24,000	14,000
Media Monitoring	5,700	6,480	780
Total Income	2,613,033	2,756,591	143,558

Expenditure			
GMC Meeting Expenses	5,000	5,000	0
Accounts Administration	25,000	25,000	0
Advertising	2,000	1,500	-500
ALGA Subscriptions	113,000	117,000	4,000
Auditors' Remuneration	16,000	17,000	1,000
Bank Fees and Govt Charges	1,100	1,100	0
Catering, receptions, etc	6,000	10,000	4,000
Cleaning and Supplies	11,000	12,000	1,000
Community Satisfaction Survey	0		0
HR/IR Service	6,000	6,000	0
Consultants' Fees	20,000	15,000	-5,000
Depreciation Building	15,000	15,000	0
Computers	15,000	12,000	-3,000
Furniture & Equip	15,000	12,000	-3,000
Motor Vehicles	25,000	20,000	-5,000
Amortisation	300	150	-150
Donations/Research/Scholarships	1,500		-1,500
Fringe Benefits Tax	24,000	20,000	-4,000
GMC Elections - Bi-annual	0	1,000	1,000
Insurance Crime Insurance	7,500	7,500	0
General	32,000	32,000	0
Public Liability and PI	28,000	30,000	2,000
Workers Compensation	17,000	18,000	1,000
Land & Building Running Costs	5,000	4,000	-1,000
Members Emoluments	85,000	85,000	0
Motor Vehicles - Running Costs	12,500	13,200	700
Repairs and Maintenance	2,200	1,500	-700
Network and Internet	30,000	60,000	30,000
Office Requisites	1,000	1,000	0
Other and Miscellaneous	750	750	0
Other Employee Entitlements	40,000	65,000	25,000

Payroll Tax		37,000	37,000	0
Postage		1,500	1,500	0
Power		5,000	5,000	0
Printing and Publications		4,000	4,000	0
Rates and Land Tax		20,000	20,000	0
Rentals		3,500	3,500	0
Repairs and maintenance		5,000	3,000	-2,000
Salaries	LGAT (exc Grant Staff)	936,820	925,500	-11,320
	Sector Services Procurement inc L&D	412,662	507,700	95,038
	Sector Services Events	101,422	56,800	-44,622
	Sector Services Conference		87,600	87,600
	Sector Services Learning & Dment (L&D)	46,305		-46,305
Software		35,000	45,000	10,000
Stationery		1,000	1,000	0
Subscriptions - membership etc		10,000	9,000	-1,000
Superannuation	LGAT (exc Grant Staff)	145,207	143,460	-1,747
	Sector Services Procurement inc (L&D)	63,963	78,683	14,720
	Sector Services Events	15,720	8,805	-6,915
	Sector Services Conference		13,580	13,580
	Sector Services Learning & D/Ment (L&D)	7,177		-7,177
Telephone		8,000	8,500	500
Training		10,000	12,000	2,000
Travelling expenses	ALGA	35,000	40,000	5,000
	Intrastate	7,000	5,000	-2,000
	Interstate	4,000	5,000	1,000
	President	10,000	10,000	0
Sector Services	Annual Conference	110,000	151,320	41,320
& Events	Professional Development Activities	40,000	0	-40,000
	Procurement	55,000	65,000	10,000
	Learning & D/Ment	95,000	103,500	8,500
	Media Monitoring	20,000	15,000	-5,000
Total Expenditure		2,807,126	2,974,148	167,022
Net Result		-194,093	-217,557	-23,464

All figures are ex GST

LGAT ASSIST
ESTIMATES OF INCOME & EXPENDITURE
FOR THE FINANCIAL YEAR TO 30 JUNE 2027

	2025/26	2026/27	Comparison
Income			
Interest	16,000	31,000	15,000
Interest on loans	7,500	1,700	-5,800
Assist Loan Application Fees	-		0
Total Income	23,500	32,700	9,200
Expenditure			
Accounts Administration	33,000	33,000	0
Auditors' Remuneration	5,300	5,600	300
Bad Debts	6,000	6,000	0
Bank Fees and Govt Charges	75	50	-25
Donations/Research/Scholarships			0
Grants to members	-		0
Other and Miscellaneous	100		-100
Welfare Write Offs	200	200	0
Special Projects			0
Total Expenditure	44,675	44,850	175
Change in net assets from operations	-21,175.00	-12,150.00	9,025

All figures are ex GST

ATTACHMENT 2.4B

LGAT 2026 - 2027 Subscriptions

Council	Previous year subs	Cap/Collar	2026/27 Subs overall	Adjustment	Final Subs Due	\$ Diff from Last FY	% Diff from Last FY
Break O'Day	40,290.73	Cap	44,319.80	-209.52	44,529.33	4,238.60	10.00
Brighton	53,650.63	As Calculated	55,258.86	-251.57	55,510.42	1,859.79	3.00
Burnie	59,401.59	Cap	65,341.75	-299.91	65,641.66	6,240.07	10.00
Central Coast	59,401.59	As Calculated	61,261.39	-278.89	61,540.28	2,138.70	3.13
Central Highlands	24,011.11	As Calculated	24,322.73	-110.73	24,433.46	422.34	1.30
Circular Head	44,714.54	Collar	40,243.09	-177.99	40,421.08	-4,293.46	-10.00
Clarence	81,963.01	As Calculated	84,855.96	-386.31	85,242.27	3,279.26	3.53
Derwent Valley	42,591.11	As Calculated	43,715.53	-199.01	43,914.54	1,323.43	2.64
Devonport	68,160.73	As Calculated	70,496.06	-320.93	70,816.99	2,656.26	3.43
Dorset	40,290.73	As Calculated	41,406.86	-188.50	41,595.37	1,304.63	2.77
Flinders Island	22,639.73	As Calculated	22,937.53	-104.42	23,041.95	402.22	1.32
George Town	38,078.83	As Calculated	41,406.86	-188.50	41,595.37	3,516.54	8.74
Glamorgan Spring Bay	44,714.54	As Calculated	46,024.19	-209.52	46,233.72	1,519.18	2.93
Glenorchy	77,539.20	As Calculated	80,469.50	-366.34	80,835.83	3,296.63	3.78
Hobart	82,892.01	As Calculated	85,825.60	-390.72	86,216.32	3,324.31	3.54
Huon Valley	59,401.59	As Calculated	61,261.39	-278.89	61,540.28	2,138.70	3.13
Kentish	38,078.83	As Calculated	39,098.19	-177.99	39,276.19	1,197.36	2.68
King Island	24,011.11	As Calculated	24,322.73	-110.73	24,433.46	422.34	1.30
Kingborough	77,539.20	As Calculated	80,469.50	-366.34	80,835.83	3,296.63	3.78
Latrobe	42,591.11	Cap	46,850.22	-220.03	47,070.26	4,479.15	10.00
Launceston	82,892.01	As Calculated	85,825.60	-390.72	86,216.32	3,324.31	3.54
Meander Valley	53,650.63	Cap	59,015.70	-278.89	59,294.59	5,643.96	10.00
Northern Midlands	47,014.92	As Calculated	48,332.86	-220.03	48,552.90	1,537.97	2.80
Sorell	59,401.59	As Calculated	61,261.39	-278.89	61,540.28	2,138.70	3.13
Southern Midlands	38,078.83	As Calculated	39,098.19	-177.99	39,276.19	1,197.36	2.68
Tasman	27,620.27	As Calculated	29,863.53	-135.95	29,999.48	2,379.21	8.12
Waratah Wynyard	47,014.92	As Calculated	48,332.86	-220.03	48,552.90	1,537.97	2.80
West Coast	31,461.41	Cap	34,607.55	-167.48	34,775.03	3,313.62	10.00
West Tamar	63,736.92	As Calculated	65,878.72	-299.91	66,178.64	2,441.72	3.36
	1,472,833.44		1,532,104.16	- 7,006.79	1,539,110.94		

All figures are ex GST



General Meeting

AGENDA

Wednesday 19 August

Commencing at 2.30pm

Crowne Plaza Hotel

HOBART

326 Macquarie Street, GPO Box 1521, Hobart, Tas 7000

Phone: (03) 6146 3740

Email: admin@lgat.tas.gov.au

Home Page: <http://www.lgat.tas.gov.au>

**Procedural Matters
Rules regarding conduct of meetings**

- 13. Who may attend a meeting of the Association**
- (a) Subject to Rule 13(f), each Member shall be entitled to send a Voting Representative to any Meeting of the Association, such Voting Representative exercising the number of votes determined according to Rule 16(a).
 - (b) In addition to the requirements set out in Rule 13(f), after each ordinary Council Election, the Chief Executive Officer shall request each Member to advise the name of its Voting Representative and the proxy for the Voting Representative for Meetings of the Association until the next ordinary Council Elections.
 - (c) Subject to Rule 13(f), Members may change their Voting Representative or proxy at any time by advising the Chief Executive Officer in writing of the Voting Representative prior to that representative taking his or her position at a Meeting of the Association.
 - (d) A list of Voting Representatives will be made available at the commencement of any Meeting of the Association.
 - (e) Members may send other elected members or Council officers as observers to any Meeting of the Association.
 - (f) Each Member must provide the Association with written notice of the details of the Voting Representative who was by a resolution of the Member lawfully appointed as the Voting Representative of the Member at a Meeting of the Association.
- 14. Proxies at meetings**
- (a) Up to 1 hour prior to any Meeting of the Association, a Member may appoint another Member as its proxy.
 - (b) The form of the proxy is to be provided by the Chief Executive Officer and is to be signed by either the Mayor or General Manager of the Council appointing the proxy.
 - (c) The Chair of the meeting is not entitled to inquire as to whether the proxy has cast any vote in accordance with the wishes of the Member appointing the proxy.
 - (d) Proxies count for the purposes of voting and quorum at any meeting.
- 15. Quorum at meetings**
- (a) At any Meeting of the Association, a majority of the Member Councils shall constitute a quorum.
 - (b) If a quorum is not present within one hour after the time appointed for the commencement of a Meeting of the Association, the meeting is to be adjourned to a time and date specified by the Chair.
- 16. Voting at meetings**
- (a) Voting at any Meeting of the Association shall be upon the basis of each Voting Representative being provided with, immediately prior to the meeting, an electronic voting button or placard which is to be used for the purpose of voting at the meeting. The placard will be coloured according to voting entitlement, and the voting buttons will be coded according to voting entitlement:

Population of the Council Area	Number of votes entitled to be exercised by the voting delegate	Colour placard to be raised by the voting delegate when voting
Under 10,000	1	Red
10,000 – 19,999	2	White
20,000 – 39,999	3	Blue
40,000 and above	4	Green

- (b) Electronic voting buttons will be the first choice for voting on all decisions, with placards only to be used if the technology fails.
- (c) Voting buttons allow councils to vote for or against a motion or formally abstain from voting. An abstain is not to be taken as a negative vote.
- (d) The Chair of the meeting shall be entitled to rely upon the electronic vote or the raising of a coloured placard as the recording of the vote for the Member and as evidence of the number of votes being cast.
- (e) Except as provided in sub-rule (f), each question, matter or resolution shall be decided by a majority of the votes for a motion. If there is an equal number of votes upon any question, it shall be declared not carried.
- (f)
 - (i) When a vote is being taken to amend a Policy of the Association, the resolution must be carried by a majority of the votes capable of being cast by Members present at the meeting.
 - (ii) When a vote is being taken for the Association to sign a protocol, memorandum of understanding or partnership agreement, the resolution must be carried by a majority of votes capable of being cast by Members and by a majority of Members, whether present at the meeting or not.
 - (iii) When a vote is being taken to amend these Rules of the Association, the resolution must be carried by at least two-thirds of the votes capable of being cast by Members, whether present at the meeting or not.
- (g) A Voting Representative or his or her proxy in the name of the Member is entitled to vote on any matter considered at a Meeting of the Association.

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* Denotes Attachment

General meeting schedule

2.30 pm	General meeting commences Crowne Plaza Hobart
6.00 pm	Presidents Welcome Drinks



General Meeting

19 August 2026

1. Governance

Acknowledgement of Country

We acknowledge the traditional custodians of this land Tasmania, the Palawa people, and recognise their continuing connection to the lands, skies, and water. We pay respect to the elders, past and present.

Welcome and apologies

1.1. Confirmation of minutes *

Decision sought

That the minutes of the meeting held on 10 April as circulated be confirmed.

Background

The Minutes of the General Meeting held on 10 April 2026 as circulated, are submitted for confirmation and are at **Attachment to Item 1.1.**

1.2. Confirmation of agenda

Decision sought

That consideration be given to the agenda items and the order of business.

Background

Delegates will be invited to confirm the agenda for the meeting and the order of business.

1.3. Follow up of motions *

Decision sought

That Members note the following report.

Background

A table detailing action taken to date in relation to motions passed at previous meetings is at Attachment to Item 1.3.

1.4. President's Report

Contact officer – Dion Lester, CEO

Decision sought

That Members note the report on the President's activity from 26 March until 7 August 2026.

Meetings and events

- Meeting with Governor General (with twelve (12) other Mayors from around the country)
- Meeting with Minister McBain's Office on the reforms to Disaster Recovery Funding arrangements
- Minister McBain's fuel roundtable meetings
- Minister's Local Government Forum
- Premier's Local Government Council
- Meetings with Minister for Local Government
- ALGA Board meetings
- National General Assemble, including a panel presentation
- LGAT April General Meeting
- LGAT GMC meetings
- Mayor's workshop
- President and Vice President meetings
- CEO Performance Review

Correspondence

- Minister for Infrastructure – E-mobility devices

Media

LGAT News – April and June 2026

Heavy Vehicle Motor Tax

- Articles
 - North Eastern Advertiser, 27 May 2026

New LGAT Vice President

- Articles
 - Council Magazine, 29 May 2026
- Podcast
 - LG News Roundup, 17 June 2026

AI Use in Councils

- Articles
 - ABC, 2 June 2026

Financial Assistance Grants and Sustainability

- Media release with ALGA
 - 24 June 2026
- Articles
 - Council Magazine, 26 June 2026

Code of Conduct Complaints

- Articles
 - The Mercury, 27 June 2026

Local Government Reform

- Articles
 - The Mercury, 28 June 2026

Disaster Funding

- Opinion Editorial
 - The Mercury, 6 July 2026

1.5. Chief Executive Officers Report

Contact officer – Dion Lester, CEO

Decision sought

That Members note the report on the CEOs activity from 26 March until 7 August 2026.

Advocacy

In the period since my last report LGATs key advocacy activities have been:

- Engaging with the Government on the fuel crisis. This involved weekly meetings of the State Emergency Management Committee, incident management team and multiple industry engagement groups. To support this LGAT has also undertaken significant engagement and data collection from councils.
- Supporting the Targeted amendments to the Local Government Act through the Legislative Council.
- Development and implementation of the 'Seat at the table' campaign (see separate paper).
- Working with other Local Government Association CEOs on a national financial sustainability campaign.
- Engagement with the State and Federal Government on the proposed changes to the Disaster Recovery Funding arrangements.

Alongside this has been on-going discussions on the machinery of government changes associated with the announcement of Building Tasmania, a Ministers' Climate Change Reference Group meeting, regular meetings with the Minister for Local Government and Planning and his office, the inaugural Minister's Local Government Forum, Premier's Local Government Council, and a number of housing forums.

Sector Services

Across our Sector Services the focus has been on the development of the business plan for the next 3 years of LGAT Procurement, finalisation of the transition of the Learning and Development Framework across to LGAT, including completion of the remain 3 core learning and development modules that will be released in July.

During June and July I presentation at multiple council run candidate sessions to support our 'Seat at the table' campaign.

Governance and Operations

In this period the focus was on preparation of the 2026/27 LGAT Budget and one on one engagement with all staff on business improvement opportunities.

Media

The following summarises the traditional media the LGAT CEO or Secretariat¹ has secured during the reporting period. This forms a small component of our overall communications activities, with social media being an important part. A report on our social media activity is available on request.

Council Meeting Recordings

- Media query
 - The Mercury, 25 May 2026

Councils Funding GP Services

- Media query
 - newsGP, 11 June 2026
- Article
 - newsGP, 10 July 2026

Council Sponsorships and Core Business

- Articles
 - The Mercury, 15 June 2026

Local Government Elections

- Radio
 - ABC Hobart, 16 June 2026

AI Use in Councils

- Articles
 - ABC, 2 June 2026

Local Government Donations

- Media query
 - The Mercury, 2 July 2026
- Articles
 - The Mercury, 4 July 2026

¹ LGAT President media is listed separately in the President's Report.

1.6. Annual Plan update

Decision sought
That Members note the report against the Annual Plan.

Background

A copy of the LGAT Annual Plan and progress to date is at **Attachment to Item 1.6**

2. Items for decision

2.1. Review of Section 11(3), Land Use Planning and Approvals Regulations

Decision Sought
That Local Government Tasmania:

- 1. Advocate to the Tasmanian Government for the review and amendment or removal of Section 11(3) of the Land Use Planning and Approvals Regulations 2024; and**
- 2. Support a framework that enables councils to set cost-reflective fees for permitted visitor accommodation applications.**

Background Comment

Purpose

To seek the support of Local Government Tasmania to advocate to the Tasmanian Government for the review and potential removal or amendment of Section 11(3) of the Land Use Planning and Approvals Regulations 2024.

Section 11(3) of the Land Use Planning and Approvals Regulations 2024 prescribes a maximum application fee of \$250.00 for permitted change of use applications for visitor accommodation within specified zones.

This provision was introduced to reduce barriers to entry for short-stay accommodation and streamline lower-risk applications.

Issue

Permitted applications for visitor accommodation:

- Still require full statutory assessment against the planning scheme
- Often involve site-specific considerations, including access, parking, servicing, and amenity
- Regularly generate community concern, even where no discretion exists
- Require Compliance Resource where complaints are received.

Despite this, councils are legislatively restricted to a maximum fee of \$250.00 for these applications.

Discussion

The current framework results in a structural inequity within the planning fee system, where:

- Councils retain flexibility to set fees for other application types
- But are constrained in charging a fee for service relating to additional use application of existing dwelling to be used for Visitor Accommodation Use class.

Importantly:

- The volume of permitted visitor accommodation applications has increased significantly
- Even where applications are “permitted”, they are not impact-free in terms of workload
- The capped fee does not scale with demand or complexity

This is particularly relevant in municipalities experiencing:

- Growth in short-stay accommodation
- Increased pressure on housing availability
- Heightened community sensitivity to land use change

Proposal

That Local Government Tasmania:

1. Advocate to the Tasmanian Government for a review of Section 11(3) of the Land Use Planning and Approvals Regulations 2024
2. Seek amendment to:
 - o Remove the prescribed maximum fee, or
 - o Provide discretion for councils to set fees for permitted visitor accommodation applications through their adopted Fees and Charges

Financial and Resource Implications

- The capped fee results in a consistent cost to Council’s operations due to the maximum fee;
- With increasing application volumes, the cumulative financial impact is increasing.
- Reform would:
 - o Improve cost recovery
 - o Reduce reliance on ratepayer subsidy
 - o Support sustainable resourcing of Development Services

Conclusion

While Section 11(3) of the Land Use Planning and Approvals Regulations 2024 was intended to streamline applications, it now creates an unintended inequity within the fee framework.

A review is warranted to ensure:

- Fairness and consistency across application types
- Appropriate cost recovery
- Long-term sustainability of local government service delivery

State Government Comment

The Tasmanian Government response to this motion has been prepared by Building Tasmania as the administrator of the *Land Use Planning and Approvals Act 1993*.

The motion seeks that LGAT advocate for support to remove the maximum fee planning authorities can charge under clause 11(3) of the *Land Use Planning and Approvals Regulations 2024* (the regulation), to enable Councils to set cost reflective fees for visitor accommodation applications.

The Government is concerned that removal of clause 11(3) from the regulation, would recreate the situation with fees that existed across the State prior to 2017, which was a broad range of fees and uncertainty for applicants.

The Government's position is that a consistent application fee should still apply statewide in relation to visitor accommodation.

The Government notes that the fee in the regulation does not include indexation and has been in place for nearly 9 years. Essentially, \$250 today is far less in value than it was in 2017. The Government considers there is merit in further investigating providing an indexed application fee and what its base level should be, ultimately leading to an amendment to the regulation. Essentially, resetting the standardized fee in a manner that keeps it current into the future.

Any amendments to the regulation progressed would be subject to consultation with LGAT, councils and other stakeholders.

Background

Section 87 of the *Land Use Planning and Approvals Act 1993* provides that the Governor may make regulations for the purposes of the Act. Subsection (2)(b)(i) provides for regulations to be made in respect of the payment and collection of fees by any person (including a planning authority) in relation to any act, matter or thing done or arising under this Act.

In 2017 the Governor made the *Land Use Planning and Approvals Amendment Regulations 2017*, which inserted a new regulation 11A to set a limit of \$250 on the fee charged by a planning authority for a permit in relation to a change of certain uses related to visitor accommodation. This action aligned with the 2017 Government-initiated changes to de-regulate the homesharing/visitor accommodation sector. In 2017 the Government made *Interim Planning Directive No. 2 - Exemption and Standards for Visitor Accommodation in Planning Schemes*. Which provided an exemption from requiring a planning permit for visitor accommodation if:

- the dwelling is used by the owner or occupier as their main place of residence, and only let while the owner or occupier is on vacation; or
- the dwelling is used by the owner or occupier as their main place of residence, and visitors are accommodated in not more than 4 bedrooms.

The Interim Planning Directive also made other forms of visitor accommodation permitted in all of the residential zones, subject to guests being 'accommodated' within existing buildings with a maximum floor area of 300m².

The Interim Planning Directive was subsequently approved and is now known as Planning Directive No. 6 Exemption and Standards for Visitor Accommodation in Planning Schemes.

The requirements of Planning Directive No. 6 are also included within the Tasmanian Planning Scheme, which is now operating in 28 out of 29 municipalities across the state.

As part of those 2017 reforms, where the new exemption did not apply, the Government determined that a standardised fee should apply across the State to an application for a permit for a change of use for accommodation sharing of existing homes, shacks or investments properties of no more than 300m² in floor area.

Prior to doing this, a comprehensive review of existing council planning fees across the State was undertaken and it showed that there were significant differences in the fees charged for an application for a permit for change of certain uses. For example, at that time Brighton Council charged only \$90, whereas Launceston City Council charged a minimum of \$384. A large number of councils did not have a specific fee for a change of use only, so applicants were charged a general permitted application fee covering both development and use.

From that 2017 review, the average fee for a permitted planning application, based on an assessment of 20 councils, was \$253.40. Following feedback from a consultative group of stakeholders it was determined to make the *Land Use Planning and Approvals Regulations 2017* to cap the standard fee at \$250.00. Capping the standard fee was intended to prevent an increase in discrepancies between Councils across the State and to provide more certainty for applicants.

The *Land Use Planning and Approvals Regulations 2017* have since been included within the *Land Use Planning and Approvals Regulations 2024*, and the relevant matter is now in clause 11(3), not 11A, as the remade regulation was renumbered.

LGAT Comment

Members have not previously considered a motion on this matter.

However, LGAT has previously been successful in securing councils with the ability to differentially rate short stay visitor accommodation and we continue our advocacy efforts in trying to achieve an ability for councils to have the flexibility to regulate this use according to the local housing dynamics through some simple template provisions that can be adopted in a councils Local Provision Schedule.

2.2. Protecting Local Post Offices Across Tasmania

Council - City of Hobart

Decision sought

That on behalf of local councils, the Local Government Association of Tasmania (LGAT):

1. Write to express concerns to Australia Post about the continued closure of Licenced Post Offices around the State; and
2. Write to the relevant Federal Ministers (Hon Anika Wells, Minister for Communications and Senator the Hon Katy Gallagher, Minister for Government Services) to express these concerns and request that they refer the issue to the relevant Parliamentary Committee with a request that they review the Australian Postal Corporation Act 1989 and associated regulations with a view to ensuring Australia Post maintains, restores and expands a suitably distributed network of post offices to service the full range of communities that have to come rely upon a much greater range of community services beyond the letter service.

Background

“The City of Hobart values the network of post offices distributed throughout urban communities across the City. These Post Offices, especially the suburban Licenced Post Offices (LPOs), form critical parts of the institutional fabric of these urban communities.

Similar closures to that of the West Hobart LPO are occurring not only in Hobart and elsewhere in Tasmania but also throughout Australia. Furthermore, we are aware that other LPOs are under threat of closure, such as Fingal, who just last year had to fight through a community led campaign to keep their licenced post office.

Australia Post have a programme of closures, apparently for perfectly understandable commercial reasons but without appreciation of the wider monetary and non-monetary value to both the residents and businesses in the local communities serviced by LPOs.

These closures must be stopped and LPOs restored to their communities before too much irreparable damage is done to affected communities.

It is noted that the *Australian Postal Corporation Act 1989*, establishing Australia Post as a Commonwealth GBE, only establishes community service obligations - limited to maintaining access to a letter postal service and not to maintaining access to the broader range of important community services, such as parcels, cash and banking services, relied upon by residents and businesses in the communities around LPOs.

Additionally, the Senate Committee on regional bank closures made the following recommendation, which is hard to achieve if post offices are being closed:

The committee recommends that the Australian Government commission an expert panel to investigate the feasibility of establishing a publicly owned bank. In investigating this, the panel should examine options including, but not limited to a stand-alone public bank or one associated with, and using the branch network of Australia Post.

It is far from clear why Australia Post feels driven to close so many LPOs such that there is deep concern at just how far this withdrawal of services might go. Currently, Australia Post is required to maintain 4,000 post offices across Australia of which 2,500 must be outside the major cities. This leaves Australia Post free to close about a further 300 Post Offices but there is no criteria to allow people outside Australia Post to know where the axe might fall and why it should fall upon them. These closures often appear opportunistic and associated with ill health of the licensee and/or licence transfers between parties.

We appreciate that maintaining LPOs for the full range of modern services and associated values involves maintaining services that are both commercially viable and in need of ongoing public support.

This is why we are calling for a broadening of Australia Post's mandated community service obligation beyond the current letter service to embrace the full suite of services and associated values that modern post offices have come to provide to the communities they serve.

Rather than lose post offices as the value of the letter service declines, it has become important and urgent that this service obligation be broadened to reflect 21st Century services and values in the electronic age.

It is appropriate that the relevant minister intervenes and prevents Australia Post closing post offices and starts restoring recent closures until long term future arrangements can be secured. We also need to call on Australia Post to be up front with the public about why it is closing post offices so we can get some sense of what problem we face and the future impact on businesses and residents alike. Without such clarity, a lot more communities are going to face closure of their local post office with no warning, just as we saw recently in West Hobart. These services are more than a profit making entity for Australia Post, they are small businesses run by members of the community that provide a critical and much loved service to their community. They deserve protection from sudden closure, and the people of Tasmania deserve transparency and clarity from Australia Post."

State Government Comment

The motion was submitted after motions had been provided to the State Government.

LGAT Comment

Members have not previously considered a motion on this matter.

A related motion was carried at the November 2024 General Meeting:

That the Local Government Association of Tasmania requests that the Australian Government establish a publicly owned bank that utilizes the branch network of Australia Post for its customer service delivery.

The background to the motion referred to the Senate Committee recommendation to use the footprint of Australia Post offices to provide banking services.

3. Items for discussion

There are no items for discussion

4. Items for noting

4.1. Advocate

Policy Representation
Local Government reform and sector sustainability
Land Use Planning
Infrastructure

4.1.1. Local Government Reform

Decision sought

That Members note the update on local government reform.

Background

The State Government is progressively working through its Local Government Priority Reform Program, developed in response to the Future of Local Government Review.

Councillor numbers and allowances

This reform was captured as part of the Targeted Amendments Bill, which was tabled in Parliament on 26 March.

While the proposed reduction in councillors (to either 9 or 7 per council based on their size and complexity) faced intense debate, it was ultimately supported by the Legislative Council.

Targeted amendments to the Local Government Act

On the 24th June the *Local Government Amendment (Targeted Reform) Bill 2026* passed the Legislative Council with some minor amendments. At the time of writing, it was due to head back to the House of Assembly on 11 August for consideration of amendments (which are expected to be supported) and then receive Royal Assent by the end of August.

The amendments involved minor changes to alternative voting (alignment with the Electoral Act), reducing the maximum period a councillor can be barred for serious misconduct from 7 years to 4 years and a requirement for temporary advisor reports to be tabled in Parliament.

The Targeted Reform Bill creates heads of power for substantial detail to be prescribed in subordinate legislation and other instruments (e.g. Ministerial Orders and Guidelines). The Office of Local Government and LGAT have developed a staged reform implementation schedule to provide councils with certainty regarding the rollout of subordinate legislation and supporting instruments, and ensure change is manageable, logical and provides councils with sufficient lead time for more complex changes.

The high-level implementation schedule is outlined below.

Stage	Reform Area	Proposed timing (go-live)
One	Serious misconduct	On making of Ministerial Guidelines
	Performance improvement direction	Following Royal Assent
	Temporary advisors	Following Royal Assent
	Remote meetings	Following Royal Assent
	Charter	By end of 2026
Two	Wellbeing in Strategic Plans	Due within 12m of new term
	L&D modules and plan	Due within 12m of new term
Three	Internal audit	Activates Nov 2027
	Community engagement strategy	Activates Nov 2027; due within 12m
	Workforce development plan	Activates Nov 2027; due within 12m
	Rates notices	For rates cycle starting July 2028
	Performance reporting	For reporting cycle starting July 2028

As has been previously indicated, it is LGAT intention to prepare templates for a number of the reform area requirements, in consultation with the sector.

Local government electoral bill

The new Local Government Electoral Bill is nearing finalisation, with introduction into the Parliament expected following Royal Assent of the Targeted Reform Bill.

The Electoral Bill will not be implemented until after the 2026 elections, as the priority reforms to address barriers to electors with a print disability and changes to councillor numbers and allowances were included in the Targeted Reform Bill.

All other major proposed electoral changes, including personal interest returns, legislated caretaker provisions, donations, advertising and expenditure changes will be phased in throughout the new term of councils.

The Government's objective is to implement the new framework in its entirety within 18 months of its passage through the Parliament to allow for testing through any by-elections or recounts in the electoral period, prior to the new framework being then being used for the 2030 ordinary council elections.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Advocate

2026 Focus Areas

Advocate

Local government reform and sector sustainability

4.1.2. Local Government Elections

Decision sought

That Members note the update on the local government election campaign.

Background

Local government elections will be held in October this year for all 29 councils. LGAT is delivering a campaign to attract diverse, well-informed candidates who want to make a difference in their communities. The campaign is being supported by the Tasmanian Government.

Campaign Launch

The campaign launched at the end of May with the initial promotion of our Candidate Handbook on social media, an interview on ABC Radio and the publication of an opinion editorial in The Advocate. The initial social media post has been successful, with almost 20,000 impressions across both Facebook and LinkedIn. Numerous councils have also been sharing information about the Candidate Handbook through their own newsletters and social media accounts.

The CEO has reached out to the following organisations to seek their support in sharing the Candidate Handbook and other resources with their networks:

- Equality Tasmania
- Working It Out
- RDA Tasmania
- Cradle Coast Authority
- Northern Tasmania Development Corporation
- Tourism Industry Council Tasmania
- Disability Voices Tas
- Neighbourhood Houses Tasmania
- Tasmanian Chamber of Commerce and Industry
- TasCOSS
- Multicultural Council of Tasmania
- Youth Network of Tasmania

The CEO has also attended various council-hosted candidate information sessions throughout June and July.

Council Campaign Resources

In May, all council communication officers were sent a campaign kit that included:

- PDF of the Candidate Handbook
- Email signature
- A3 Poster
- A5 Flyer
- Example newsletter content
- Example social media content
- Social media tiles
- PowerPoint template for candidate information sessions.

Paid Campaign

A paid advertising campaign will run from 13 July to 18 September and will include a range of videos. These videos promote the positive role of local government and the importance of diverse voices in decision-making.

Mayor's Messages

Most Mayor contribute regularly to their local newspapers via a "Mayor's message". We have developed the following options that you can draw from for your next edition to promote the election:

- *Local government elections are happening in October, and I encourage anyone passionate about this community to consider standing. Serving as a councillor is a rewarding opportunity to represent local voices and shape the future of the place you call home. The Local Government Association of Tasmania has a range of resources available on its website to help prospective candidates understand the role and navigate the nomination process.*
- *Nominations for local government elections open in September. We need people from all walks of life who are passionate about making a positive impact on where we live. If you're interested in standing for council, visit the Local Government Association of Tasmania's website for practical resources to help you get started.*

Budget Impact

Funding for the local government election campaign will come from equal contributions from the Office of Local Government and LGAT.

Current Policy

Strategic Plan

- Advocate

2026 Focus Areas

Advocate

Local government elections

4.1.3. EPA Memorandum of Understanding Annual Plan 2026-27*

Contact Officer – Ben Morris, Policy Director

Decision sought

That the Members note the EPA Memorandum of Understanding Annual Plan 2026-27.

Background

LGAT and the Environmental Protection Authority Tasmania (EPA) established a Memorandum of Understanding (MoU) in 2023 to support LGAT, councils and the EPA to work together on environmental protection. In particular, to support the parties working more cooperatively in assessing and regulating environmentally relevant activities, along with responding to events that may cause environmental harm or nuisance.

The Strategic Priorities have been informed by engagement with the local government sector and areas that EPA has identified in their work alongside councils. The priorities outlined in the MoU are:

- environmental complaints, incident preparedness and response
- illegal dumping
- environmental investigations and prosecutions
- capability building
- capacity
- national standard implementation
- collaboration on more complex development applications and regulation.

A requirement of the MoU is to produce an annual action plan to be tabled at the first LGAT General Meeting each financial year. This plan forms the EPA's Local Government Engagement Program workplan for the next year.

The purpose of this report is to table the Annual Action Plan for 2025-26, which is included as at **Attachment to item 4.1.3**

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Advocate

4.1.4. Planning

Contact Officer – Jon Stanger, Senior Policy Advisor

Decision sought

That the Members note the update on planning issues

Background

Since the last General Meeting, LGAT has continued to advocate, coordinate and respond to a high volume of planning reform and policy work. We continue to emphasise the need for planning reform proposals to be informed by local government experience and accompanied by infrastructure investment, guidance materials, resourcing and engagement. The State Planning Office (SPO) have identified their 2026 priorities across legislation, regional land use strategies, State Planning Provisions (SPPs), housing land supply orders and implementation of existing reforms.

Tasmanian Planning Policies

The Tasmanian Planning Policies (TPPs) came into effect on 1 July 2026. They are the common policy framework to guide land use planning, and are implemented through Regional Land Use Strategies, the SPPs and Local Provisions Schedules (LPS). They must now be considered in some statutory planning processes, but individual development applications are not directly assessed against the TPPs.

Councils will need to consider the TPPs, in particular, when assessing or preparing Local Provisions Schedule amendments. The SPO has released [implementation guidance](#). This guidance states that the first approved LPS is not required to consider the TPPs, but subsequent LPS amendments and substitution LPS will.

Land Use Planning and Approvals (Miscellaneous Amendments) Bill 2026

We made a [submission](#)² to the draft Land Use Planning and Approvals (Miscellaneous Amendments) Bill 2026. We supported the intent of the Bill to improve clarity, consistency and efficiency in statutory planning processes, noting that the amendments address several practical issues identified by councils. Key matters raised included support for clarity on requests for additional information statutory timeframes, clarification of assessment timeframes during office closures, and the practical value of allowing SPPs to include spatial maps and overlays. We also highlighted the need to ensure more detailed local hazard mapping, including detailed local flood studies, can be efficiently incorporated and prioritised where appropriate.

Regional Land Use Strategies

The review of Tasmania's Regional Land Use Strategies (RLUS) continues to be a major focus for the SPO and councils.

² See: www.lgat.tas.gov.au >Policy and advocacy >Reports and submissions

The SPO has been given a timeline to finalise and declare the Southern Tasmania Regional Land Use Strategy within the fourth *100 Days* State Government plan (ending 29 September 2026). The State Government is also seeking to undertake public consultation and declare the Northern and Cradle Coast strategies by the end of 2026. Spatial elements of the TPPs are intended to be delivered regionally through the RLUS, including areas for settlement growth based on infrastructure coordination, regional and settlement population patterns, land supply and demand analysis.

State Planning Provisions – housing reforms

We have responded to several SPPs reform processes aimed at increasing housing diversity and supply. We made a [submission](#)¹ on the Draft Amendment 01-2026 - Secondary Residences. We supported the overall intent of the amendment, noting the role secondary residences can play in housing diversity, ageing in place, multigenerational living and smaller household rental options where these can be accommodated without subdivision or significant new infrastructure requirements. However, our submission sought further clarification on the definition and operation of secondary residences.

We also made a [submission](#)¹ on the SPO discussion paper *Making it easier to develop medium density housing*. Our submission strongly supported the intent of reforms to enable more diverse, well-located and well-designed housing, and acknowledged the SPO's engagement with councils in developing the proposals. We identified several areas requiring further work, including the need for a clear implementation plan, updated economic feasibility analysis, and an infrastructure contributions framework. Issues around public transport integration, council service delivery impacts, outstanding Improving Residential Standards in Tasmania recommendations, and further work on social and inclusive housing outcomes were also raised.

Feedback from the April/May consultation will inform the next stages of the medium density housing work, with a new Apartment Code to be the immediate focus, having again been included in the latest State Government *100 Days* plan. Councils have been asked to identify strategic projects or planned rezonings, Specific Area Plans or other strategic work that may be affected by the proposed changes.

Hazard mapping, flood risk and coastal planning

Natural hazard mapping, such as flooding, and integration with the planning system remain active issues. Our [submission](#)³ on the draft LUPAA Miscellaneous Amendments Bill supported allowing SPPs to contain statewide spatial mapping and overlays, while also emphasising that more detailed local hazard mapping needs efficient pathways for assessment and adoption. This is particularly relevant to flood risk, where implementation of the recently completed Land Use Planning and Building Control Policy Options Report and alignment of mapping methodologies require proper resourcing.

The SPO's work program also identifies landslip hazard map updates and implementation of the SES Statewide Flood Mapping project within the 2026 SPPs priorities.

¹ See: www.lgat.tas.gov.au >Policy and advocacy >Reports and submissions

³ See: www.lgat.tas.gov.au >Policy and advocacy >Reports and submissions

Other planning reform priorities

The SPO's *Preventing delays in development assessment timeframes* provided an opportunity to advocate for evidence-based planning reform and to again celebrate the generally strong performance of Tasmania's development assessment system. Our [submission](#)¹ argued that efforts to improve assessment timeframes should focus on addressing the underlying causes of delay, including improving application quality, providing clearer guidance and education for applicants, investing in technology and data systems, streamlining parallel assessment processes, and ensuring strategic planning and infrastructure planning are appropriately resourced. We also emphasised the importance of partnering with local government to co-design practical reforms based on system-wide evidence rather than anecdotal concerns.

Planning Education and Guidance

We have received a \$150,000 grant to work in partnership with the Planning Institute of Australia and Property Council to deliver planning education and guidance. A project plan will be developed, and we will work with the delivery partners to assist development proponents to navigate and comply with Tasmania's planning instruments and development assessment system in order to minimise delays. This project presents an opportunity to support and coordinate an effective roll-out of new technology tools that support the project's purpose, including pre-lodgement AI-assisted guidance.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Advocate

2026 Focus Areas

Advocate

Land use planning

Housing

4.1.5. Policy Update

Contact Officer – Tim Boyle, Jon Stanger, Ben Morris

Decision sought

That the Members note the update on a range of policy matters

Emergency management

We continue to engage with the Australian and Tasmanian Governments on emergency management and recovery issues of importance to local government. Regular meetings with SES, Resilience and Recovery Tasmania (RRT) and DPAC continue to strengthen relationships and ensure local government perspectives are reflected in operations, reviews and reform. We have sought an update on the proposed Tasmania Fire and Emergency Services reforms, which are expected to commence from 1 July 2027, with legislation anticipated later this year. LGAT will continue to advocate for local government interests throughout this reform process.

We are currently preparing a submission on proposed Commonwealth reforms to the Disaster Recovery Funding Arrangements (DRFA), which are proposed to commence from June 2027. Advocacy will focus on ensuring councils remain appropriately supported through disaster recovery arrangements.

We are also actively involved in preparations for the potential impact of Avian Influenza (bird flu), including hosting a webinar for councils and working with NRE Tas to develop a local government response plan. We have a range of resources for councils on our [members' portal](#).

Cat management

We made a submission to the [Cat Management in Tasmania discussion paper](#). Our [submission](#)⁴ supports the State Government's review of cat management, recognising that a change in approach is needed to address issues with cats in our communities. These issues require close partnership between local government, the State Government, cat management organisations, and Natural Resource Management bodies. To be effective, this requires ongoing funding and coordination from the State Government for on-ground actions, such as de-sexing programs and humane management of feral and colony cats. More broadly, effort is needed to build a shared understanding across communities of what it means to be a responsible cat owner, supported by legislative change. Our submission was informed by a local government workshop that addressed the November 2024 General Meeting resolution, with feedback used to understand councils' views on the other aspects of the resolution.

Feral animals – survey

In line with the September 2024 resolution regarding the management and control of wild and feral animals and their risks, we undertook a survey of councils through June. The survey sought to understand the financial, economic and public safety impacts of pigs, goats, deer and rabbits.

⁴ See: www.lgat.tas.gov.au >Policy and advocacy >Reports and submissions

The survey had seven (7) responses that covered all council categories including Rural Agricultural Small/Medium, Rural Agricultural Large, Rural Agricultural Very Large, Urban Small and Urban Medium. Respondents reported that:

- Rabbits were noted as having the highest environmental impacts , and also public safety impacts (tripping hazards).
- Deer were causing issues in more than half of the councils. The impacts were primarily environmental and public safety.
- Pigs were not currently causing any impacts.
- Goats were causing environmental impacts in one council.
- Comments noted that while there were occurrences of deer collision, the majority of animal collisions are with native animals.
- Resourcing was highlighted as a limitation to understanding the extent of the issues.

Infrastructure contributions

Infrastructure contributions remain a major advocacy priority. We have been undertaking focused engagement with key government stakeholders and will be engaging industry on the opportunities. We have been highlighting that a statewide, legislated infrastructure contributions framework would provide certainty for councils and developers, enable early and coordinated infrastructure planning and delivery, allow costs to be shared fairly across beneficiaries, and support housing supply and broader economic development. A consistent framework is essential to support communities and development across Tasmania.

Waste management and resource recovery

We made a [submission](#)⁵ to the draft Waste and Resource Recovery Strategy 2027-31. Our submission broadly supported the strategy, but called for a more ambitious, integrated approach to transitioning to a circular economy. We called for greater coordination and collaboration across levels of government, industry, and regional waste groups, acknowledging the work already underway. As part of this coordination, it is important that the role of regional waste groups be given greater prominence. Our submission highlighted that investment must focus on high-priority waste streams and that understanding material flows is critical to success.

A summary list of our recent and open submissions is included as **Attachment to Item 4.1.5**.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Advocate

2025 Focus Areas

Advocate

Emergency Management

⁵ See: www.lgat.tas.gov.au >Policy and advocacy >Reports and submissions

4.1.6. Projects Update

Contact Officers – Dr Lynden Leppard, Tim Boyle, Hannah Snape, Jon Stanger

Decision sought

That Members note the update on the range of grant funded programs.

Future Populations Network

The Future Populations Network continues to build capability across local government through a mix of workshops, practical resources and monthly online sessions. In March, the second round of full-day workshops, *Using Population Projections for Policy and Planning Purposes*, were delivered across southern, north-west and northern Tasmania. The workshops helped participants develop a stronger understanding of how population projections are produced, interpreted and applied in local policy, strategies, service planning and decision-making.

Monthly network meetings have focused on practical population analysis and planning tools. Sessions included: a presentation from Dr Tom Wilson on probabilistic population projections; a synthesis of population needs and gap analysis done in the recent workshops; regional population data tracking and monitoring; and an Australian Bureau of Statistics TableBuilder demonstration. LGAT and project partners have also developed and released population tracking resources to support councils in monitoring local demographic change and comparing population projections with actual population outcomes over time.

Engagement from councils remains strong, with more than 220 participants invited to each monthly network session. Representation continues across elected representatives, planning, infrastructure, economic development, community development and executive leadership functions. The network is progressing work on future capacity-building initiatives, including additional resources for elected representatives and continued support for the network through to 2027.

Coastal Hazards Resilience Planning Project

The Coastal Hazards Resilience Planning Project (CHRPP) commenced on 1 May 2026. The project is supported by the Federal Government (NEMA) through the Disaster Ready Fund Round 3, the Tasmanian Government through the Climate Change Office and co-contributions from partner councils.

Initiation activities have included establishing project governance and engaging with key stakeholders in the State Government and research community. Planning is underway for regional stakeholder workshops. The workshops, planned for October, will bring together State and local government coastal managers to learn about the project, map current coastal management practices and understand challenges.

Climate Change Capability Program

The Local Government Climate Change Capability Program was developed through a codesign process in 2024 with councils identifying priority projects for 2025-26. The projects are nearing completion, and include:

- In-person and online climate training modules for elected members.
- Development of a Climate Decision Framework to help councils navigate complex decisions, with work being supported by three pilot councils
- Embedding climate risk into financial planning and asset management, again with three pilot councils.
- Knowledge-sharing initiatives that have been delivered include climate communication training for council officers, and a webinar showcasing council climate action.
- The Northwest Councils Regional Climate Strategy is being developed to provide a foundation for future regional climate action in Tasmania's northwest. This is on track for completion by the end of August 2026.

This program of work has received a short extension to the grant term, from 30 June to 30 Sept 2026 to utilise unspent contingency funds. We are assessing some small additions to the decision-making framework and the Northwest Councils Regional Climate Strategy.

We are finalising the scope of the now core-funded climate role that would maintain and build on the Climate Capability Program outcomes to date. Expected future work includes policy and advocacy to the State and Federal governments, including a local government sector discussion paper on the forthcoming role statement in the *Local Government Act 1993* targeted amendments, and a formal response to the Tasmanian Government's review of the Climate Change Act.

To facilitate this, we meet regularly with the Tasmanian Climate Change Office, Regional Climate Change Initiative (RCCI), ALGA's Climate Network, the Climate Change Reference Group, and maintain representation on various relevant projects (such as the UTAS downscaled climate projections project).

Child Safeguarding

We have been working with councils since the commencement of the *Child and Youth Safe Organisations Act 2023*, to support them as they review their policies and practices to ensure they can best protect children and young people from harm. Funding was extended in February this year to support implementation of the Recommendations of the Commission of Inquiry into Child Sexual Abuse. As part of this we have continued to support outcomes of youth engagement in decision-making and community projects, building alignment across government policies, and increasing opportunities for education and prevention.

Workforce professional development is a priority for 2026. In July the Jeder Institute workplace-based five-month program for council officers working directly with the community began. ABCD & Beyond: A Practical Guide to Local Government is fully subscribed with 40 participants, and more on the waiting list. [Cormac Russell](#)⁶ returns this year to work with council leaders, including elected representatives, on the nature of council leadership. This will support Tasmania as it follows the global shift from institution-led service delivery to a community-centred leadership model. He is a keynote speaker at our 2026 LGAT Conference. Two additional workshops on 24 and 25 August will explore international and Tasmanian examples of community-based preventive health action.

Our planning for 2026 is informed by the targeted amendments to the *Local Government Act 1993* and the 20 Year Health Strategy, *The Health Revolution*, in particular to support the local government sectors workforce development. The amendments and the strategy both highlight the essential role of councils in supporting and improving the wellbeing of the community. The Strategy Action Plan 1 ([The Health Revolution](#))⁷ identifies local government as a key contributor to many of its prevention actions and we are advocating for that unique and essential contribution to the Strategy to be supported with adequate resources.

Health and wellbeing

We have negotiated an extension to our health and wellbeing grant agreement with the Department of Health to 30 June 2027. The focus of the year will be to build on the work of the local government health and wellbeing network by demonstrating local implementation of the 20-year Health Strategy.

This will include supporting the connection of the network to the 20-year Health Strategy governance and engagement, and developing proof-of-concept projects to address identified sub-pillars in the Strategy across different councils. This work will closely align with 'wellbeing' and preventive health, as identified under the Child Safeguarding item. Discussions are underway with the Department of Health to design the program.

Budget Impact

Being undertaken within current resources, including State Government grants.

Current Policy

Strategic Plan

- Advocate
- Sector Services

2026 Focus Areas

Advocate

Land use planning
Housing
Infrastructure

Sector services

Climate change
Safeguarding children

⁶ See: <https://www.nurtureddevelopment.org/who-we-are/cormac-russell/>

⁷ See: <https://www.health.tas.gov.au/publications/health-revolution-our-pathway-living-well-tasmania-2026-2046>

4.2. Sector Services

LGAT Procurement Networks; learning and development

4.2.1. Procurement update

Contact Officer –Georgia Palmer, Director Sector Services

Decision sought

That the Members note the update on procurement support to councils

Background

LGAT Procurement aims to help councils undertake best practice procurement and deliver value for money for their communities.

LGAT Procurement has implemented its five-year business plan ahead of schedule. A new three-year business plan outlining the key focus of LGAT Procurement is currently being finalised. More details will be provided at the next General Meeting.

LGAT Procurement Civil Works Panels

Since being launched, over 90 requests for quotation with a total value of around \$28 million have been released to the market using our civil works and materials panels. Thirteen councils are routinely using the panels for their civil requests.

During the 2025/26 financial year, LGAT Procurement delivered a range of initiatives to strengthen the use of the panels and support both councils and suppliers. These initiatives are outlined below.

Panel refresh

A second refresh of the civil works and materials panels was completed. The refresh saw 17 new suppliers added to the civil works panel and 6 new suppliers added to the civil materials panel, bringing the total across the two panels to 88 suppliers.

Webinars

Four webinars were delivered, each attracting more than 30 council staff. Topics included:

- Drafting a civil works RFQ in Vendor Panel
- Misconduct risks in procurement
- Contract award and management under GC21
- Understanding the GC21 / MW21 preliminaries
- Circular economy and procurement

The webinar recordings and resources are available on the [LGAT Member Portal](#).

Drop-in sessions

Six drop-in sessions were delivered, each providing councils with the opportunity to seek guidance on using the civil panels, discuss procurement challenges and share experiences with peers in other councils. Over 30 council staff participated in the sessions.

Supplier training

Three training sessions were delivered for contractors on the civils works panel. The sessions provided an opportunity for suppliers to better understand the GC21 suite of contracts, ask questions and connect with industry peers. Around 40 representatives from 20 companies attended, with many expressing an interest in future sessions and training. Feedback from the sessions highlighted the value the industry places on the panels and the significant value of harmonisation and streamlining of civil works procurement across councils.

Industry events

LGAT Procurement attended and exhibited at the Municipal Works Australia (MWA) Glenorchy Field Day. This provided an opportunity for us to engage with organisations across the civil works and infrastructure sector, as well as council operational staff.

Ongoing support

Throughout the year, LGAT Procurement provided one-on-one support to council staff in understanding the contract documentation, available suppliers and process for using our civil panels. We also assisted councils in responding to changing market conditions by providing guidance on managing price increases and other impacts associated with market volatility.

Looking ahead

Key areas of focus for the coming year include:

- Continuing to deliver practical support, training and resources for councils.
- Providing opportunities for networking and peer-to-peer learning across councils.
- Exploring options to improve visibility of future civil works programs to help address peaks and troughs in demand and improve planning for councils and industry.
- Further engagement and training with panel contractors but also consultants involved in preparing civil works designs / documentation for councils.
- Investigating the feasibility and potential benefits of additional state-based panel arrangements to complement the existing panels and civil works of councils.

Procurement Training

Strong, effective and efficient purchasing, contract management and probity processes are a requirement of responsible local government. One mechanism to achieve this is through ensuring that staff are well trained.

During 2025/26, LGAT Procurement continued to make available a variety of procurement related training courses for local government on a fee for service basis. Courses are delivered on demand following requests from councils. They include:

- Procurement 101 – Basic Awareness (one hour)
- Procurement Essentials (one day)
- Contract Management (one day)
- Negotiation Skills (half day) and
- Risk Management (half day)

The training is designed to meet the specific needs of individual councils in the State, is delivered by trainers experienced in local government and during 2025/26 were run on site at council offices, maximising the opportunity for staff to attend.

Looking ahead

Key areas of focus for the coming year include:

- LGAT Procurement has recently approached the market for qualified trainers to assist deliver the LGAT Procurement training over the next 3 years. Two organisations are in the process of being appointed.
- The existing course offerings will remain and there will be the capacity to offer additional training through regional sessions and online topics, subject to demand.
- LGAT Procurement will continue to promote the significant benefits for councils at a strategic and operational level of having well trained and informed staff in procurement and probity. The benefits include responsible fiscal management, a reduction in risk and improved community relationships.

Budget Impact

Being undertaken within current resources;

Current Policy

Strategic Plan

- Sector services

2026 Focus Areas

Member services

LGAT Procurement

4.2.2. Events and Professional Development overview

Contact Officer – Carly Harty, Events and Training Coordinator

Decision Sought

That the members note the update on events and professional development.

Financial Year Review

This financial year LGAT has delivered 31 events to over 920 attendees. This includes a mix of 7 webinars, excluding the procurement webinars, and 24 face to face events across the state. These events support the professional development of, and engagement with, our members as well as provide valuable networking opportunities.

Annual Conference

The Annual Conference will be held on 20 and 21 August at the Crowne Plaza in Hobart. The event will kick off with the President’s Welcome Drinks the evening before at the Waterline.

The theme of the 2026 conference is “The Power in Local”; with a speaker lineup curated to reflect the focus. Keynote presentations will be delivered by Brendon Gale from the Tasmania Devils, Cormac Russell on Community Centred Leadership and Mark Mugnaioni from RACT on Insurance Affordability and Community Resilience. Workshops will take place with a session on Award for Excellence case studies where attendees can learn more about local projects delivered by Tasmanian Councils, as well as a session from WLF’s Alicia Weis covering risk, reality and responsibility for councils. We will be running a panel discussion again this year which will focus on exploring strategic planning and will feature Karen Abey from City of Hobart, Matthew Skirving from Devonport City Council and Chelsea Van Riet from City of Launceston.

In response to feedback from attendees over recent years, we have chosen to host the Conference Dinner at the Crowne Plaza with the evening featuring a combination of both cocktail-style and seated dining experiences.

2026 Upcoming Events

Event	Date	Venue/Area
Cormac Russell Session	24 August	C3 Convention Centre South Hobart
Cormac Russell Session	25 August	C3 Convention Centre South Hobart
General Manager’s Workshop	14 and 15 October	TBC
EM Induction Session	18 November	Paranple Convention Centre, Devonport
EM Induction Session	20 November	Launceston Conference Centre, Launceston
EM Induction Session	21 November	C3 Convention Centre South Hobart
Mayor’s Workshop	3 December	Launceston
General Meeting	4 December	Launceston

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Sector services

2026 Focus Areas

Sector Services

Networks, learning and development

4.2.3. Learning and Development

Contact Officer – Jessica Beckett; Sector Learning Advisor

Decision sought

That Members note the update on Learning and Development

Background

It has been a year since the transfer of the Learning and Development Framework (the Framework) from the Office of Local Government (OLG) to LGAT. This has prompted reflection and on opportunities for improvement. Since the transition, LGAT has appointed a Sector Learning Advisor and a Learning and Development Sub-committee to oversee the development of the Framework for elected representatives.

With the upcoming election and legislative reform addressing councillor learning, focus remains on the LGAT induction program and module re/development for the incoming cohort of elected representatives.

Local Government Reform

The state governments priority reform program, informed by the Future of Local Government review, captures recommendations organised around five reform priorities. The Targeted Amendments Bill will embed ongoing learning and development for all councillors through prescribing 'core' learning and requiring elected member learning and development plans.

LGAT has various commitments to support the implementation of the Targeted Amendment Bill including, but not limited to updating modules, and developing templates and guidance documents for council use.

Learning and Development Sub-Committee

The Learning and Development Sub-Committee made up of members from LGAT, the OLG and councils oversee the development and activities of the Framework for councillors. LGAT is seeking expressions of interest for a councillor to fill the position left vacant by Paula Wriedt, following her departure from local government in May. As per the Terms of Reference, this person must be a current elected representative, must have the support of their General Manager and have a desire to improve councillor learning experiences and outcomes.

Interested applicants can email learntolead@lgat.tas.gov.au for further information.

Learning Management System (LMS) and online modules

The Learning Management System (LMS) has been an important focus for LGAT with a few of the existing modules under review ahead of the October local government elections. The focus of this review has been on Learning Package 2 modules which contain introductory information about the roles and responsibilities of councillors, essential knowledge and skills and foundations of good governance. These modules are being redeveloped to ensure accessibility, engagement, and relevance to the role, and may be used to meet new legislative mandatory learning requirements for councillors.

In addition, councillors are expected to have access to the final three modules – General Manager recruitment and performance monitoring, legislative compliance and complaints and information – in August 2026.

Local government election and councillor induction programs

LGAT has developed a 12-month induction program for councillors. This program combines face-to-face regional sessions to complement the online modules. There are also various workshops, webinars and podcasts scheduled.

The induction program was designed to support the essential knowledge and skills of councillors and should not replace councils' own induction programs. We are encouraging all newly elected and returning councillors to attend one of the first of three face-to-face regional sessions scheduled for November 2026 in Devonport, Launceston and Hobart.

To align with the start of the new term, all module completion data will be reset. All returning elected representatives will continue to have access to the LMS and new councillors will be provided with access. Prior to the module reset, councils will be provided with a module completion report to document module completion and support their annual reporting processes.

Council officer Access to the LGAT Learning Management System

The development of the LGAT Learning Management System (LMS) through the Framework has created a valuable asset for the sector. LGAT received numerous requests for council officer access to the LGAT LMS and, in response, provided a council officer access proposal to General Managers and Chief Executive Officers. Subsequently, proposals were also presented to council HR and Organisational Development Directors to support a council decision.

Many councils emphasised the advantages of having a single, central learning platform that could support council induction and professional development programs across all levels within council. Importantly, the LMS offered a financially smart solution, leveraging a platform that was developed and will be maintained by LGAT. This financial model makes the LMS an attractive option for councils facing resource constraints.

Additionally, the platform enables greater resource sharing and collaboration in module development, benefitting the wider sector. While several councils are expected to implement council officer access from late August, many others are still deliberating. Some councils are considering transferring to the LGAT LMS once their existing contracts conclude, recognising its capacity to address both financial and resource limitations.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Sector services

2026 Focus Areas

Member services

Networks, learning and development

5. Other business and close

5.1. Next meetings and close

That Members note the next General Meeting will be held Friday 04 December - Launceston



General Meeting

MINUTES

Friday 10 April 2026

Commenced at 10:00am

Paranaple Centre

DEVONPORT

326 Macquarie Street, GPO Box 1521, Hobart, Tas 7000

Phone: (03) 6146 3740

Email: admin@lgat.tas.gov.au

Home Page: <http://www.lgat.tas.gov.au>

**Procedural Matters
Rules regarding conduct of meetings**

- 13. Who may attend a meeting of the Association**
- (a) Subject to Rule 13(f), each Member shall be entitled to send a Voting Representative to any Meeting of the Association, such Voting Representative exercising the number of votes determined according to Rule 16(a).
 - (b) In addition to the requirements set out in Rule 13(f), after each ordinary Council Election, the Chief Executive Officer shall request each Member to advise the name of its Voting Representative and the proxy for the Voting Representative for Meetings of the Association until the next ordinary Council Elections.
 - (c) Subject to Rule 13(f), Members may change their Voting Representative or proxy at any time by advising the Chief Executive Officer in writing of the Voting Representative prior to that representative taking his or her position at a Meeting of the Association.
 - (d) A list of Voting Representatives will be made available at the commencement of any Meeting of the Association.
 - (e) Members may send other elected members or Council officers as observers to any Meeting of the Association.
 - (f) Each Member must provide the Association with written notice of the details of the Voting Representative who was by a resolution of the Member lawfully appointed as the Voting Representative of the Member at a Meeting of the Association.
- 14. Proxies at meetings**
- (a) Up to 1 hour prior to any Meeting of the Association, a Member may appoint another Member as its proxy.
 - (b) The form of the proxy is to be provided by the Chief Executive Officer and is to be signed by either the Mayor or General Manager of the Council appointing the proxy.
 - (c) The Chair of the meeting is not entitled to inquire as to whether the proxy has cast any vote in accordance with the wishes of the Member appointing the proxy.
 - (d) Proxies count for the purposes of voting and quorum at any meeting.
- 15. Quorum at meetings**
- (a) At any Meeting of the Association, a majority of the Member Councils shall constitute a quorum.
 - (b) If a quorum is not present within one hour after the time appointed for the commencement of a Meeting of the Association, the meeting is to be adjourned to a time and date specified by the Chair.
- 16. Voting at meetings**
- (a) Voting at any Meeting of the Association shall be upon the basis of each Voting Representative being provided with, immediately prior to the meeting, an electronic voting button or placard which is to be used for the purpose of voting at the meeting. The placard will be coloured according to voting entitlement and the voting buttons will be coded according to voting entitlement:

Population of the Council Area	Number of votes entitled to be exercised by the voting delegate	Colour placard to be raised by the voting delegate when voting
Under 10,000	1	Red
10,000 – 19,999	2	White
20,000 – 39,999	3	Blue
40,000 and above	4	Green

- (b) Electronic voting buttons will be the first choice for voting on all decisions, with placards only to be used if the technology fails.
- (c) Voting buttons allow councils to vote for or against a motion or formally abstain from voting. An abstain is not to be taken as a negative vote.
- (d) The Chair of the meeting shall be entitled to rely upon the electronic vote or the raising of a coloured placard as the recording of the vote for the Member and as evidence of the number of votes being cast.
- (e) Except as provided in sub-rule (f), each question, matter or resolution shall be decided by a majority of the votes for a motion. If there is an equal number of votes upon any question, it shall be declared not carried.
- (f)
 - (i) When a vote is being taken to amend a Policy of the Association, the resolution must be carried by a majority of the votes capable of being cast by Members present at the meeting.
 - (ii) When a vote is being taken for the Association to sign a protocol, memorandum of understanding or partnership agreement, the resolution must be carried by a majority of votes capable of being cast by Members and by a majority of Members, whether present at the meeting or not.
 - (iii) When a vote is being taken to amend these Rules of the Association, the resolution must be carried by at least two-thirds of the votes capable of being cast by Members, whether present at the meeting or not.
- (g) A Voting Representative or his or her proxy in the name of the Member is entitled to vote on any matter considered at a Meeting of the Association.

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* Denotes Attachment

General meeting schedule

10:00 am	General meeting Civic Centre Devonport
11.30am	Lunch on conclusion

DRAFT



General Meeting

10 April 2026

1. Governance

Welcome and apologies

Mayor Paula Wriedt welcomed the Meeting and noted apologies:

- | | |
|------------------------|--------------------------|
| • Hobart City Council | Lord Mayor Anna Reynolds |
| • Break O Day Council | Mayor Mick Tucker |
| • Glamorgan Spring Bay | Mayor Cheryl Arnol |
| • Brighton Council | Mayor Leigh Gray |
| • George Town Council | Mayor Greg Keiser |
| • King Island Council | Mayor Marcus Blackie |
| • West Coast Council | Mayor Shane Pitt |
| • Kingborough Council | CEO David Stewart |

Acknowledgement of Country

1.1. Confirmation of minutes *

Decision sought

Devonport City Council / Northern Midlands Council

That the minutes of the meeting held on 19 November 2025

- Carried Unanimously

Background

The Minutes of the General Meeting held on 19 November 2025 as circulated, are submitted for confirmation and are at Attachment to Item 1.1.

1.2. Confirmation of agenda

Decision sought

Flinders Island Council / Central Highlands Council

That consideration be given to the agenda items and the order of business.

- Carried Unanimously

Background

Delegates will be invited to confirm the agenda for the meeting and the order of business.

1.3. Follow up of motions *

Decision sought

Kentish Council / Break O Day Council

That Members note the following report.

- Carried Unanimously

Background

A table detailing action taken to date in relation to motions passed at previous meetings is at Attachment to Item 1.3.

1.4. President's Report

Contact officer – Dion Lester, CEO

Decision sought

Mover Central Highlands Council / Seconder Southern Midlands Council

That Members note the report on the President's activity from 17 October 2025 until 26 March 2026.

Carried

Meetings and events

- ALGA Board meetings
- Roads Congress attendance and panel chair
- ALGA strategic planning sessions
- LGAT General Meeting and Annual Conference
- LGAT GMC meeting
- President and Vice President meetings

Correspondence

- Minister for Small Business, Trade and Consumer Affairs – Single Start-up Discussion Paper
- Minister for Infrastructure – Heavy Vehicle Motor Tax
- Australian Electoral Commission – Proposed redistribution of Tasmanian electorates.

- Media

LGAT News December 2025 and February 2026

Heavy Vehicle Motor Tax

- Media release
 - 6 November 2025

LGAT Awards for Excellence

- Media release
 - 21 November 2025
- Articles
 - New Norfolk and Derwent Valley News, 8 December 2025
 - Tasman Gazette, 15 January 2026

LGAT Service Awards

- Media release
 - 21 November 2025

Development Assessment Panels

- Radio
 - ABC Radio Hobart, 11 December 2025

Local Government Election Reforms

- Radio
 - ABC Radio Hobart, 11 December 2025

Coastal Hazards Resilience Planning

- Joint media release
 - 17 December 2025
- Articles
 - Huon Valley News, 24 December 2025
 - Kingston Classifieds, 15 January 2026
 - Cygnet and Channel Classifieds, 29 January 2026

Council amalgamations

- Radio
 - ABC Radio Hobart, 29 January 2026

Gift and donation registers

- Article
 - ABC, 3 February 2026

Short-stay accommodation (Media conducted by Vice President)

- Joint Media Release with TasCOSS
 - 18 February 2026
- TV
 - WIN News, 18 February 2026
 - ABC News, 18 February 2026
 - Channel 7, 18 February 2026
- Radio
 - ABC Radio Hobart, 18 February 2026
- Articles
 - The Mercury, 19 February 2026
 - Kingborough Chronicle, 24 February 2026

Partnership agreement between local government and State Government

Joint Media Release with Tasmanian Government

- 8 March 2026
- Articles
 - Inside Local Government, 9 March 2026
 - Council Magazine, 12 March 2026

Proposed electoral boundary changes

Media Release

- 17 March 2026
- Radio
 - ABC Radio, 17 March 2026
- Article
 - News from the Midlands, 20 March 2026

Councillor numbers and allowances

Article

- The Mercury, 20 March 2026

Radio

- ABC Hobart, 23 March 2026

1.5. Chief Executive Officers Report

Contact officer – Dion Lester, CEO

Decision sought

Flinders Island Council / Central Coast Council

That Members note the report on the CEOs activity from 17 October 2025 until 26 March 2026

Carried

Advocacy

With the snap State election there were a number of State Government legislative and policy reforms delayed. This created a significant amount of work in responding and undertaking direct advocacy activities through November, December and February. Important submissions that have been submitted during the period include:

- Reform to councillor numbers
- Targeted amendments to the Local Government Act
- Our State Budget submission
- Development Assessment Panels version 3
- The single start up permit discussion paper.

The separate policy paper in this agenda outlines the other submissions.

The other significant advocacy activities during the period have been a meeting with Premier on a range of local government matters, regular meetings with the Minister for Local Government and Planning and his office, input into the next Waste and Resource Recovery Strategy, and securing a doubling of the line marking allocation to local government via the Road Safety Advisory Council.

Sector Services

Across our Sector Services the focus has been on the finalisation of the transition of the Learning and Development Framework across to LGAT and its ongoing development. This has included the initial drafting of the induction program post the 2026 local government elections. Please see the separate paper on Learning and Development later in this agenda.

In addition, a 3 hour online and 4-hour face to face 'induction' program was developed and delivered for Dorset Council.

The campaign and communication plan for the 2026 local government election has been completed and preparatory work commenced. A copy of the plan is included as **Attachment to Item 1.5**.

Governance and Operations

In the period to the end of 2025 the focus was on preparation of the [2026 Annual Plan](#) and also the [2025 Year in Review](#).

Media

The following summarises the traditional media the LGAT CEO or Secretariat¹ has secured during the reporting period. This forms a small component of our overall communications activities, with social media being an important part. A report on our social media activity is available on request.

Council GM/CEO Salaries

- Media Enquiry
 - The Examiner, 11 December 2025
- Article
 - The Examiner, 23 January 2026

¹ LGAT President media is listed separately in the President's Report.

Infrastructure contributions

- Article
 - The Advocate, 6 January 2026

Closed council meeting, GM contracts and governance

- Media Enquiry
 - The Examiner, 15 January 2026

Four-day working week

- Media Enquiries
 - Financial Review, 27 January 2026
 - Government News, 29 January 2026

Dorset Inquiry Costs

- Media Enquiry
 - The Examiner, 26 February 2026

Single Start-Up Permit

- Opinion editorial
 - The Advocate, 9 March 2026

Local Government election reforms

- Article
 - King Island Courier, 19 March 2026

1.6. Annual Plan update

Decision sought

George Town Council / Waratah Wynyard Council

That Members note the report against the Annual Plan.

Carried

Background

A copy of the LGAT Annual Plan and progress to date. **Attachment to Item 1.6**

2. Items for decision

2.1. Second generation rodenticides

Council – City of Hobart

Decision sought

Hobart City Council / Derwent Valley Council

That Tasmanian councils cease using second-generation rodenticides at council facilities if they are still being used.

That Tasmanian councils be encouraged to engage with their communities to encourage avoidance of second-generation rodenticides, identified by the word 'poison' on packaging as opposed to 'caution'

Carried

Background

The City of Hobart does not use second-generation rodenticides in its facility bait boxes and understands that other councils around the country also avoid its use.

There is currently a national campaign being undertaken to ban second-generation rodenticides as they are deadly to birds of prey and other wildlife that eat both live prey and carrion. Stricter use guidelines have been proposed, but councils could act immediately to cease their use and encourage awareness throughout the community.

The Australian Pesticides and Veterinary Medicines Authority (APVMA) has:

*“concluded that the way products containing second-generation anticoagulant rodenticides (SGARs**) are currently used is creating current risks to *non-target animals, including native wildlife.*

This conclusion has led the APVMA to propose suspending SGAR products so that stricter controls around their use can be implemented quickly. The controls on use that could be put into place during a suspension are designed to remove the most likely routes of native wildlife exposure, to manage the risks while the review is finalised.

The suspension of SGARs, if enacted, would occur as soon as possible after the end of a six-week consultation with the product registration holders and state and territory governments. If the suspension goes ahead, SGAR products could still be used, but only in accordance with the enforceable new instructions, conditions and use patterns that will apply nationally.”

Support for the City's motion will ensure a consistent, statewide approach to rodent management to ensure best practice and alignment across jurisdictions.

LGAT Comment

On 10 March 2026 the APVMA has certified that SGARs are to be declared as restricted chemical products, which follows the proposed decision as detailed above. Pending acceptance of this certification by the Australian Department of Agriculture, Fisheries and Forestry (DAFF), this will mean that access is restricted to licensed, trained people for particular purposes. The details of the restrictions will be determined between DAFF and the relevant state and territory authorities. In parallel with this restriction, is the registration suspension of all existing products containing SGARs from 24 March 2026. This means that the products can only be sold with updated labelling instructions and are limited in size, with products already in use have the same limitations. In particular, that for mice they must be used indoors only, and for rat control with baiting stations they must be within 2 metres of a building. These are legal requirements.

Major retailers, such as Coles, Woolworths and Bunnings have removed products containing SGARs from sale ahead of the registration suspension.

LGAT does not have any previous motions on this matter

2.2. Changing local government's role in delivering immunisation programs

Council – West Tamar Council

Decision sought	
Mover	West Tamar Council / Seconder Derwent Valley Council
	Amended Motion Carried
1. That the Tasmanian Government remove or modify section 57 of the Public Health Act 1997 which requires Councils to develop and implement an approved program for immunisation in its municipal area. 2. That the Department of Health take primary responsibility for delivery of immunisation programs in Tasmania. 3. For Councils who choose to create immunisation programs, these programs are created by liaising with the Tasmanian Health Department who would be required to undertake the program; and 4. If Councils are required to run approved vaccination programs, that they are fully reimbursed for the cost of that program	

Background - West Tamar Council

Under section 57 of the *Public Health Act 1997*, a council must develop and implement an approved program for immunisation in its municipal area.

57. Council immunisation programs

- (1) A council must develop and implement an approved program for immunisation in its municipal area.
- (2) The Director may require a council to provide any information the Director determines relating to its immunisation program.

For most councils this includes delivering the National Immunisation Program (NIP) to high school students. This is the School-Based Immunisation Program (SBIP). Some councils also deliver community immunisation clinics.

Delivering an immunisation program is a specialised activity, requires the employment or contracting of nurse immunisers or health professionals, and the management of specialised medical processes including administering vaccines, managing adverse reactions and the storage and transport of vaccinations.

Victoria and Tasmania are the only States where local Councils deliver school-based immunisation programs. All other States coordinate this function through State government departments.

The Tasmanian Department of Health is considered to be best placed to manage the resourcing and risks associated with implementing an immunisation program across the state, including school-based immunisation programs.

This is especially the case as the State Government has implemented its school nurse program. Now that a school nurse program has been implemented it is Council's belief that running school immunisation programs should no longer be a requirement and that Council can and should be able to choose to opt in to providing these programs when and if it believes that it is appropriate to do so.

LGAT Comment

In July 2017 member councils resolved:

That the Local Government Association of Tasmania lobby the State Government to investigate the coordination of school immunisation programs being undertaken on a State wide basis, rather than being an individual council responsibility to coordinate.

Our follow up of motions at the time noted that we raised the challenges of staffing of immunisation programs with Public Health Services, DHHS. They have committed to assisting councils with this issue. Then in March 2018, Dr Mark Veitch, Chief Health Officer Public Health Services, committed to a statewide immunisation strategy to be undertaken in 2018. The Tasmanian Immunisation Strategy 2019-24 followed, addressing the resolution. LGAT is not aware if the strategy is being reviewed given it has now lapsed.

3. Items for discussion

No items for discussion

4. Items for noting

4.1. Advocate

Policy Representation
Local Government reform and sector sustainability
Land Use Planning
Infrastructure

Decisions Sought

Flinders Island Council / Southern Midlands Council

That Items 4.1.1 through to 4.2.3 are noted

Carried

4.1.1. Local Government Reform

Decision sought

That Members note the update on local government reform

Background

The State Government is progressively working through its Local Government Priority Reform Program, developed in response to the Future of Local Government Review. In recent months this has involved the release of a discussion paper on reforms to councillor numbers and allowance, and draft Bills for the Targeted Amendments to the Local Government Act and new Electoral Bill.

Councillor numbers and allowances

On Friday 20 March the Government announced its response to sector feedback on the 2025 discussion paper on reforms to councillor numbers and allowance.

Key features of the endorsed reforms included:

- Fewer councillors - reducing the total number of councillors from 263 to 213, with councils having 9 or 7 councillors based on their size and complexity.
- An option for councils in the lowest category to 'opt in' to have 5 councillors by a majority resolution.
- Increased allowances - by 14.25% on average funded by savings from a reduction in elected members.

- A more logical and consistent framework – by trying to align councillor numbers and pay to council responsibilities with a new methodology for council categories.

The changes are in direct response to concerns raised by our sector on risks associated with the 5-councillor category.

The changes proposed are expected to be tabled alongside the Targeted Amendments Bill.

Targeted amendments to the Local Government Act

On the 6th of October the Government released the Bill for targeted amendments to the *Local Government Act 1993*.

The sector feedback was broadly supportive of the proposed reforms, but noting that there were several measures in the Bill that required significant further work on passing of the Bill that will have a material impact on councils' resources or require external capabilities to develop. We noted that it is critical that the Office of Local Government (OLG) works with councils on the development of these measures and provide detailed guidance and templates to support their implementation. However, currently, with OLG's decline in funding over the forward estimates, this appears challenging.

At the time of writing, it was expected that the Bill would be tabled in Parliament in coming weeks.

Local government electoral bill

In late 2025 a draft *Local Government Electoral Bill 2025* and an associated amendment Bill was released for feedback. The sector was supportive overall of the proposed reforms, with the exception of the proposed changes to the Deputy Mayor and also some concerns raised about the detail of the personal interest returns.

At the time of writing it was looking highly likely that there would not be sufficient time for most of the reforms to be implemented in time for the 2026 elections. LGAT is seeking a clear indication from Government, one way or the other, on what would be in place for the upcoming election.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Advocate

2026 Focus Areas

Advocate

[Local government reform and sector sustainability](#)

4.1.2. State Budget Submission

Decision sought

That the committee note the approach for the 2026/27 State Budget

Background

The process for the 2026/27 State Budget commenced with the Government inviting pre-budget submissions by 30 November. The consultation questions, below, support the Government's narrative of "budget repair":

1. Which programs/projects could be refocused to deliver core outcomes with more streamlined resources or refined focus?
2. Are there initiatives or investments that could be reconsidered helping balance the budget now, without losing sight of long-term goals?
3. Are there programs or services that could be transitioned out as the needs of Tasmanians evolve and priorities shift?
4. Where could government activities be re-calibrated to operate more effectively, while still meeting essential needs?
5. For any new funding ideas (specifying whether operational or capital), what savings or offsets could be identified elsewhere to ensure the overall budget remains balanced?

Given the framing of the budget process LGAT needed to balance our time and effort producing a budget priority statement and associated advocacy with the probability for a positive outcome. In this context LGAT determined that we would use the opportunity to:

1. Commence advocacy on the new role statement for local government, which at this stage is limited to initial positioning.
2. Update our advocacy approach to housing, pivoting from a focus on strategic planning to economics.
3. Continue our advocacy on heavy vehicle motor tax, infrastructure contributions, road safety and active transport funding.

A new role for local government

In late 2024 the State Government released its Local Government Priority Reform Program, bringing together the key recommendations from the Future of Local Government Review. The Priority Reform Program received broad support from our sector.

One of the key Priority Reforms involved the development of a new role statement for councils that outlines a vision for Tasmania's local government with the goal of supporting the wellbeing, sustainability, and prosperity of local communities over the next 20-30 years.

The role of the council is to support and improve the wellbeing of the community by:

- a) harnessing and building on the unique strengths and capabilities of the community;*
- b) providing infrastructure and services that, to be effective, require local approaches;*
- c) representing and advocating for the specific needs and interests of the community in regional, state-wide and national decision-making; and*
- d) promoting the social, economic and environmental sustainability of the community, including but not limited to by mitigating and planning for climate change impacts.*

Our State Budget submission emphasized that for councils to effectively deliver on this new role statement, particularly across the domains of wellbeing and climate change, they need the following key enablers:

- a) strong leadership and governance ;*
- b) building a skilled workforce; and*
- c) contemporary and sustainable funding models.*

And funding must be non-competitive, sustainable and strategically aligned.

Housing

Population pressures and housing unaffordability has placed extreme pressure on Tasmania's housing market and Tasmanian councils have been on the frontline of its impacts on local communities.

But our sector does not influence many of the private investment decisions to deliver housing supply. However, to date the Government's policy responses have focussed on our planning system, which is misplaced, as it is well documented that Tasmania's existing development assessment process is working well, being one of, if not the fastest in the country when it comes to applications.

Our State Budget submission is calling for greater scrutiny of the range of economic factors that are influencing private landowner and developer decisions.

It also called for the Government to urgently progress the development of an infrastructure charging system in partnership with local government.

Safer local roads

To support our communities having access to safe, reliable local roads and being provided with healthier, more sustainable travel options, our State Budget submission sought:

- A fairer distribution of the Heavy Vehicle Motor Tax revenue among all road managers on the same basis it is charged – on-road use.
- Reinvestment of speeding fine revenue directly into local road safety by supporting road network safety plans and reinstating the Better Active Transport Grants Program.

A full copy of our submission [can be found here](#)².

² Available at www.lgat.tas.gov.au >Policy and advocacy >Reports and submissions

Budget Implications

Does not apply.

2026 Focus Areas

Advocate

Local government reform and sector sustainability

Land use planning

Infrastructure

4.1.3. Planning

Contact Officer – Jon Stanger, Senior Policy Advisor

Decision sought

That the Members note the update on planning issues

Background

Over the period since the last General Meeting, we have continued to advocate, coordinate and respond to a wide range of significant planning issues across Tasmania. This period has been characterised by an unusually high volume of concurrent projects, reforms, and proposals that have flowed after the delay from last year's state election, along with two '100 Day Plans'. Our focus has remained on ensuring local government perspectives are clearly articulated, practical implementation issues are highlighted early, and councils are supported to engage with reform processes.

Short Stay Levy Bill 2025

We made a submission³ on the Short Stay Levy Bill 2025. The submission made two key points:

1. The levy is unlikely, on its own, to result in dwellings returning to the long-term rental market.
2. Revenue generated by the levy should be directed towards real housing outcomes in line with the Tasmanian Housing Strategy through investing in social and affordable housing rather than poorly designed grants that further drive-up property prices.

We took the opportunity to set out a number of related recommendations to effectively manage short stay accommodation and protect housing availability in residential areas. In particular, that councils need effective tools to regulate short stay accommodation in residential areas where housing availability is being negatively affected. Our submission also noted the need for improved data collection and reporting, and effective tools for compliance and enforcement.

³ Available at www.lgat.tas.gov.au >Policy and advocacy >Reports and submissions

Single Start-Up Permit (SSUP)

We made a submission¹ on the proposed Single Start-Up Permit (SSUP), and are engaging directly with the Tasmanian Government at a Ministerial office and senior bureaucrat level. Our submission supported the objective of assisting small businesses and start-ups, however made clear that the SSUP is the wrong solution to this problem.

Risk was the key concern we raised in our submission. We highlighted that a time-limited permit with no guarantee of continuation creates uncertainty for start-up businesses, particularly in relation to finance, insurance and long-term viability. Our submission noted the risk that businesses commencing operations without appropriate approvals in place, exposes both the community and the business to unacceptable outcomes and potential remediation costs at the end of the start-up period. A new permit pathway does not reduce red tape; it adds it and complexity to the regulatory system.

Regional Land Use Strategies

The review of Tasmania's three Regional Land Use Strategies continues to progress at different paces. Public exhibition of the draft Southern Tasmania Regional Land Use Strategy took place over the summer, following the State Planning Office (SPO) taking responsibility for the process.

The Northern Tasmania and Cradle Coast Regional Land Use Strategies are currently being developed, along with accompanying documents. Delivery to the State Government is expected by mid-2026 and public exhibition of draft strategies would follow in the second half of 2026.

Tasmanian Planning Policies (TPPs)

The Tasmanian Planning Policies have now been made and will come into effect on 1 July 2026, providing a statewide strategic framework to guide regional strategies and planning scheme amendments. Subordinate instruments are being developed by the SPO to support implementation.

State Coastal Policy

Proposed Draft Amendment 01-25 to the *State Coastal Policy 1996* remains under consideration by the Tasmanian Planning Commission following submissions and hearings in late 2025. The amendment focuses on changes to Outcomes 1.4.1 and 1.4.2 and the introduction and definition of "tolerable risk" to assess development proposals. In January 2026, the Commission issued a detailed direction to the State Planning Office seeking further clarification on the intent and scope of the proposed amendments, the interpretation of key concepts including "significant risk", "public benefit", "coastal dependence" and "tolerable risk".

The Commission also raised concerns regarding statewide consistency in risk assessment and decision-making, impacts on fauna and biodiversity, implications for Aboriginal cultural heritage and geoconservation values, and the absence of a broader coastal risk framework. The SPO was directed to respond to these matters and a short extension of time was granted in March 2026. There will be an opportunity for submissions from representors in response to the SPO's response.

Policy for Flood Risk Management Project

The Land Use Planning and Building Control Policy for Flood Risk Management Project has reached an important milestone, with the final Policy Options Report approved by the Steering Committee.

The report proposes a more consistent, risk-based approach to planning and building through the flood code and overlay, including changes to hazard banding that differentiate levels of flood risk and guide appropriate development outcomes.

The report will shortly be provided to the Minister for Planning and the Minister for Small Business, Trade and Consumer Affairs.

Housing and Homes Tasmania

The Premier has announced machinery-of-government changes that will see Homes Tasmania transition into a new Building Tasmania agency. This comes only a short time after changes to the structure of Homes Tasmania that moved strategic policy responsibilities back to the Department of State Growth. At this stage, there is limited detail on the new structure or how this change will affect housing policy or delivery.

We continue to monitor implications for councils, particularly in relation to coordination between planning reform, housing delivery and infrastructure provision.

Further Planning Reforms

As part of the Tasmanian Government's second 100-day plan, further planning reforms are currently out for consultation, including proposed amendments to the State Planning Provisions relating to secondary residences (commonly referred to as granny flats) and a discussion paper on potential amendments to the *Land Use Planning and Approvals Act 1993* by restricting the use of requests for further information by planning authorities in an attempt to reduce real, or perceived, delays in development assessment timeframes.

Budget Impact

Being undertaken within current resources

Current Policy

Strategic Plan

- Advocate

2026 Focus Areas

Advocate

Land use planning
Infrastructure

Policy Update

Contact Officer – Ben Morris, Policy Director

Decision sought

That the Members note the update on a range of policy matters

Background

Emergency management

We continue to engage with the Australian and Tasmanian Governments on emergency management and recovery issues of importance for local government. We meet monthly with Regional Coordinators from the State Emergency Service (SES) and Resilience and Recovery Tasmania (RRT); Department of Premier and Cabinet (DPAC). These regular meetings continue to support the working relationship between LGAT and staff members across both agencies. This also helps to ensure our advocacy is reflected in operations, reviews and reform.

The second phase of the Emergency Management and Recovery Review Project is now complete.

Across the two phases 27 councils participating in the review that helped them to identify their own needs to meet legislative and operational requirements for emergency management and recovery, provided in individual reports. The State Emergency Management Council has received the summary report that identifies the opportunities for improved support from the State Government, collaboration needs of local government and where the sector needs to address additional effort. We are using this work to inform potential bids into State and Federal funding opportunities, such as the Disaster Ready Fund.

Health and wellbeing

We have reduced resourcing to support the Health and Wellbeing Network (HWN); funded by Public Health Services (PHS). We delivered two events for officers during the period: an expo where council officers and partner organisations presented on important health and wellbeing issues; and a connections session for council staff to share their own work. The establishment of the HWN was part of the Healthy Tasmania Five-Year Strategic Plan 2021-2026. This plan will be replaced by The Health Revolution 20-year Preventative Health Strategy, which we recently provided feedback on⁴. Our submission supported the strong focus on prevention, highlighted the unique role of local government and the ways this can be harnessed to support the objectives of the strategy and the whole of government approach.

A summary list of our recent and open submissions is included as **Attachment to Item 4.1.1**.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Advocate

2025 Focus Areas

Advocate

Emergency Management

⁴ Available at www.lgat.tas.gov.au >Policy and advocacy >Reports and submissions

4.1.4. Projects Update

Contact Officers – Dr Lynden Leppard, Tim Boyle, Wade Berry, Jon Stanger

Decision sought

That the Members note the update on the range of grant funded programs.

Safeguarding Children

LGAT's grant from the State Government to support councils in their work to keep children safe is continuing, with an additional \$170,000 in funding 31 December 2026. This grant helps to deliver on the State Government's Change for Children Strategy released in March 2025. Councils have been community leaders in the implementation of the Child Safe Standards, included in the *Child and Youth Safe Organisations Act 2023*. We continue to support implementation of the Standards, with an increasing focus on the *Recommendations of the Tasmanian Commission of Inquiry (COI) into Child Sexual Abuse 2023*.

We are building on strengths already evident in the sector, particularly youth engagement and community development with a focus on sustainable improvement in child safe communities. This year we will be building the community development skills of our sector workforce, along with youth wellbeing and engagement. Last year's foundation of community led development workshops are being translated into a professional development program in community led development for all interested council officers. Many councils have outstanding youth engagement approaches and our whole sector is learning from them. This work will contribute to the requirements around community engagement strategies and the strengths-based approach in the *Local Government Amendment (Targeted Reform) Bill 2025*.

Climate change

The Local Government Climate Change Capability Program was developed through a codesign process in 2024 with councils identifying priority projects for 2025-26. These projects are nearing completion, and include:

- In-person and online climate training modules for elected members (complete).
- Development of a Climate Decision Framework to help councils navigate complex decisions, with work being supported by three pilot councils for delivery by the end of March 2026.
- Embedding climate risk into financial planning and asset management, again with three pilot councils, also on schedule to be complete by the end of March 2026.
- Knowledge-sharing initiatives have been delivered or are underway, including climate communication training for council officers (complete), and a webinar showcasing council climate action.
- A Northwest Councils Regional Climate Strategy is also being developed to provide a foundation for future regional climate action in Tasmania's Northwest, set for completion at the end of June 2026.

This program of work is set to be complete in June 2026 with the end of the state grant. LGAT is finalising the scope of a core-funded climate role that would maintain and build on the outcomes to date and further build networks. We intend to leverage the existing program governance arrangements where there is a CEO/General Manager from each region.

CCTV Regional Towns Program

The program is nearing completion with the last 2 (of 24) councils currently having systems installed. Participating councils are signing a Memorandum of Understanding with Tasmania Police for the CCTV systems to provide clarity on responsibilities and allowing Police direct access, eliminating administration and reducing risk for councils. This access will be facilitated with an exemption under the *Personal Information Protection Act 2004* that was recently gazetted.

We are in process of negotiating a maintenance contract for CCTV infrastructure across the state to help councils keep their systems working to keep people safe.

Future Populations Network

The Future Populations Network has continued to focus on practical skills-building and participation. Earlier this year we ran additional Understanding Population Dynamics workshops for council officers and elected members who were unable to attend last year, ensuring broader coverage across councils. We are now part-way through a second round of full-day, in-person workshops *Using Population Projections for Policy and Planning Purposes*, led by Dr Lisa Denny. These workshops walk participants through how population projections are built, what assumptions sit behind them, and how councils can use and test them when developing local policy, plans and service responses. Monthly Network meetings have continued alongside the workshops, including a presentation from the Australian Bureau of Statistics on available data services and practical use of TableBuilder. Engagement from councils remains strong, with attendance spread across planning, economic, community, infrastructure and executive roles.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Advocate

2026 Focus Areas

Advocate

Land use planning
Infrastructure

Sector services

Climate change
Safeguarding children

4.2. Sector Services

LGAT Procurement Networks; learning and development

4.2.1. Procurement update

Contact Officer – Georgia Palmer; Director Sector Services

Decision sought

That members note the following update on procurement support for councils

Background

LGAT Procurement aims to help councils undertake best practice procurement and deliver value for money for their communities. LGAT Procurement is now in its third year of implementing its five-year business plan. Implementation to date has been successful, delivering on several of the most significant initiatives, whilst also supporting a greater than predicted increase in the use of existing panels and other LGAT procurement products and services.

LGAT Procurement Civil Works Panel

The Minor and Major Civil Works (LOCAL-1095627) and Civil Works Materials (LOCAL-095635) panels have been in place for 18 months. In that time, 79 projects worth over \$25 million have been issued by both large and small councils.

Recent activities include:

- A tender refresh at the request of councils and suppliers to allow for new entrants onto the panels. The timing of the refresh is as follows:

Supplier webinar / information session	18 March 2026
Tenders open	28 March 2026
Tender close	1 May 2026
Notify tenderers of outcome	8 June 2026

Tenderers will be required to meet the same terms and conditions and be subject to the same evaluation criteria as in the initial request for tender and 2025 refresh.

- Attending and exhibiting at the Municipal Works Australia Glenorchy Field Day. This enabled us to connect with a range of organisations across the works and infrastructure sector, as well as council operations team members.
- A webinar on contract award and management under GC21 by NSW Public Works. A recording of the webinar is available on the [LGAT Member Portal](#).
- A webinar on misconduct risks in procurement by the Integrity Commission. Several resources, including a procurement integrity checklist and conflict of interest management strategies, are available on the [LGAT Member Portal](#).

Our next webinar will look at circular economy in procurement and is scheduled for May 2026. To learn more about the refresh, using the panels, or our upcoming webinars, please contact us at contracts@lgat.tas.gov.au.

Procurement Seminar

The inaugural LGAT Procurement Seminar was held on Tuesday 17 March, offering attendees valuable insights into best practice procurement and contract management within their councils and across the sector.

The full-day event, hosted at the C3 Convention Centre in Hobart, welcomed more than 50 council officers, suppliers and delegates. A full snapshot of the event can be found on our [website](#).

Twelve councils were represented at the seminar and early feedback has been exceptional, with the following comments submitted via a post-event feedback form:

"The format was brilliant. The combination of speakers, panel Q&A, workshop, interactive presentations, and the guided exhibition tours made for an engaging program! Thank you!"

"Very relevant and useful topics that are core to my role. All presentations had valuable insights into procurement strategy, innovation, supplier relationship management and I really enjoyed the plain English analysis of the GC21 contracts".

"I would definitely promote the seminar to other areas of council. Well done organising this. I got so much out of it today. Thank you"

Procurement Newsletter

The LGAT Procurement Newsletter is a new initiative launched in late 2025. The publication is being distributed bi-monthly and alongside key LGAT-focused updates, aims to share up-to-date best practice information regarding procurement in local government.

Subscriber open rates are currently high, and we aim to maintain engagement and expand our audience by actively encouraging those in the sector to subscribe.

Budget Implications

Being undertaken within existing resources.

Current Policy

Strategic Plan

- Sector services

2026 Focus Areas

[Sector services](#)

[LGAT Procurement](#)

4.2.2. Events and Professional Development overview

Contact Officer – Carly Harty, Events and Training Coordinator

Decision Sought

That the members note the update on events and professional development.

Annual Conference

The 2025 LGAT Annual Conference was held on 20 and 21 November at the Hotel Grand Chancellor, Hobart. The two-day event provided attendees with opportunities for networking and professional development. The event hosted 135 attendees, excluding speakers, sponsors and exhibitors, with 195 people attending the dinner. The conference included 9 sponsors and 11 trade booths.

The coffee corner raised \$2,000 for Lifeline.

We trialled a different format for the annual dinner, opting for a stand-up cocktail-style event at the Tasmanian Museum and Art Gallery. Feedback on the change was mixed. Some attendees appreciated the opportunity for greater mingling and enjoyed the more informal style. Others expressed a preference for additional seating. Overall, most attendees responded positively to the change of venue from the Grand Chancellor ballroom.

We also introduced a new pre-conference initiative, the *President's Welcome Drinks*, which included presentations from our coffee-corner charity partner, Lifeline, and our drinks sponsor, GHD. Feedback on this addition was extremely positive, with many attendees recommending it become a permanent feature of future conferences. Overall, feedback from the conference has been overwhelmingly positive. All insights—both commendations and constructive suggestions—will guide the planning and improvement of the 2026 conference, scheduled for 19–21 August.

Upcoming 2026 Events

Event	Date	Venue/Area
Mayor and Deputy Mayor's Workshop	9 April	paranaple Convention Centre, Devonport
General Meeting	10 April	paranaple Convention Centre, Devonport
GMC Meeting	14 May	Hobart
AGM and General Meeting	19 August	Crowne Plaza, Hobart
Annual Conference	20 and 21 August	Crowne Plaza, Hobart
GMC Meeting	10 September	TBC
General Manager's Workshop	14 and 15 October	TBC
EM Induction Session	18 November	Devonport
EM Induction Session	20 November	Launceston
EM Induction Session	21 November	Hobart
Mayor's Workshop	3 December	Launceston
General Meeting	4 December	Launceston
GMC Meeting	4 December	Launceston

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Sector services

2026 Focus Areas

Advocate

Local government reform and sector sustainability

Sector services

Networks, learning and development

4.2.3. Learning and Development

Contact Officer – Jessica Beckett; Sector Learning Advisor

Decision sought

That Members note the update on Learning and Development.

Background

Since the launch of the Learning Management System (LMS) in October 2025, approximately 52% of councillors have accessed the platform. A learning and development communique was sent to elected representatives in February to ensure all councillors were aware of their access, relevant news, and upcoming events and opportunities. At the time of writing, 84 elected representatives were actively engaging with online learning and had at least one module ‘in progress’.

All nominated council reporters have been provided access to the LMS, enabling councils to view and promote module completion within their council. To support council annual reporting requirements, module completion data relevant to their council will be shared with these reporters on or after July 1, 2026. Councils and councillors are encouraged to email learntolead@lgat.tas.gov.au; should they require any assistance with LMS use and/or access.

Council officer access to the LMS continues to be explored. An updated proposal was provided to General Managers (GM) and Chief Executive Officers (CEO) and discussed at the recent GM/CEO workshop in Hobart. The new proposal considered financial sustainability of increased access and utilisation of existing LGAT resourcing. Comments from conversations with interested councils were also taken into consideration, with the new proposal highlighting the LMS’s potential value in supporting induction and professional development activities at all levels within councils. A meeting will be scheduled with all council HR and Organisational Development Directors in the coming weeks to ensure councils are able to make an informed decision aligned to their needs.

The LGAT Learning and Development Sub-Committee (the sub-committee) comprising of council, LGAT and state government representatives met in December 2025 and again in March 2026. To date, the sub-committee have considered LMS functions, module formats and councillor engagement. The sub-committee has also provided opinion on LGAT's planned activities for the upcoming local government elections and reviewed the upcoming local government reforms impact on councillor learning. The sub-committee will continue to meet quarterly to provide oversight of LGAT's Learning and Development Program for elected representatives.

Learning and Development Grant Deed

The Learning and Development grant has been extended until May 2026 to produce the final 3 modules – General Manager Recruitment and Performance Monitoring; Legislative Compliance; and Complaints and Investigations to a higher standard. We have engaged a local writer to support development, as per the terms of the grant deed. The modules are expected to be completed by June 2026, and all councillors will be notified when available

Induction Program for Elected Representatives

The upcoming local government elections in October provides an opportunity to engage and better support new and returning elected representatives. A structured 12-month LGAT induction program has been shared with GM/CEOs and the sub-committee for feedback. The current draft is included as **Attachment to Item 4.2.3.**

This program will run parallel to any council programs and ensure councillors have access to various resources and activities that support them in their role.

Budget Impact

Being undertaken within current resources.

Current Policy

Strategic Plan

- Sector services

2026 Focus Areas

Sector services

Networks, learning and development

5. Other business and close

No other business.

5.1. Next meetings and close

Meeting closed at 11.30am

Noted the next General Meeting will be held **Wednesday 19th August 2026** .

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Motion	Meeting date	Mover	GMC approved action	Member Update
That Tasmanian councils cease using second-generation rodenticides at council facilities if they are still being used. That Tasmanian councils be encouraged to engage with their communities to encourage avoidance of second-generation rodenticides, identified by the word 'poison' on packaging as opposed to 'caution'	10/04/2026	Hobart	Write to councils communicating the resolution and the assessment of the Australian Pesticides and Veterinary Medicines Authority	We wrote to all councils on 25 June, noting the member resolution and calling on councils to cease using these products and use alternative methods and encourage their communities to do the same. This resolution will be closed following the August General Meeting.
That the Tasmanian Government remove or modify section 57 of the Public Health Act 1997 which requires Councils to develop and implement an approved program for immunisation in its municipal area. That the Department of Health take primary responsibility for delivery of immunisation programs in Tasmania. For Councils who choose to create immunisation programs, these programs are created by liaising with the Tasmanian Health Department who would be required to undertake the program; and If Councils are required to run approved vaccination programs, that they are fully reimbursed for the cost of that program	10/04/2026	West Tamar	Meet with Public Health Services, Department of Health to better understand the current arrangements and any implications of these proposed changes. Write to the Minister for Health on the resolution providing any additional details from Public Health.	LGAT wrote to the CEO of the Public Health Services (PHS) and subsequently meet with them in July. They are supportive of addressing the challenges councils are facing with their immunisation programs. LGAT will work with PHS on next steps.
That LGAT advocates to the Tasmanian State Government in support of a review of Tasmania's Public Disclosures Act 2002 to strengthen the Act to ensure that the services provided to our communities are not impaired due to ineffective protections for prospective whistleblowers.	20/11/2025	Waratah Wynyard	LGAT will engage with the Ombudsman Office and DPAC to seek a review.	The Ombudsman has responded to our letter to advise that they are currently reviewing the guidelines for Public Interest Disclosures. We subsequently met with the Ombudsman's office to discuss improvement opportunities with disclosures. The revised guidelines will be released later this year, with consideration to a review of the Act in 2027.

That the Local Government Association of Tasmania (LGAT) advocate to the Tasmanian Government for the following actions to strengthen flood risk management and planning integrity across the state: 1.The State Planning Office is resourced and directed to urgently coordinate a statewide LPS amendment process to update Flood-prone Areas Hazard Overlays with updated Tasmanian Strategic Flood Maps including any detailed studies where requested by a Council, and provide clear guidance on the role of the State Emergency Service (SES) and the information produced by the SES in the planning process. 2.The State Planning Office or Tasmanian Planning Commission be resourced and directed to undertake a review of Hookway v Northern Midlands Council [2025] TASCAT 106 and Au v Glenorchy City Council (No 2) [2024] TASCAT 50 to recommend urgent changes for high-risk flood zones with significant hazard levels that ensure long-term safety of people and property and maintain the autonomy of Councils as planning authorities. 3.The Tasmanian Government review the use of flood risk mapping by insurance companies and engage with insurers to ensure they actively participate in the Land Use Planning and Building Control Policy for Flood Risk Management Project, with the objective of developing policy solutions and recommendations that would address rising costs and declining availability of flood insurance.	20/11/2025	Northern Midlands	There is substantial work already underway on this policy issue. LGAT will continue to engage with this to ensure the outcomes sought in this resolution are achieved.	The Land Use Planning and Building Control Policy for Flood Risk Management Project (LUPBCPFRM Project) has concluded with the final Policy Options Report delivered to the reference group and Ministers for Planning and Building with recommendations to be considered by government. Recommendations in the report address the use and updating of the Tasmanian Strategic Flood Mapping (TSFM) by SES, the Flood-Prone Areas Hazard Code and Overlay, building controls, levee-protected areas, and interactions with coastal hazard areas. The Land Use Planning and Approvals (Miscellaneous Amendments) Bill 2026 has been tabled in Parliament and would allow for maps and overlays to be included in the State Planning Provisions (SPPs). Adopting the Tasmanian Strategic Flood Mapping as a statewide flood-prone area overlay map while maintaining the precedence of more detailed local flood mapping when appropriate would allow for more efficient adoption and updating of flood mapping updates through an SPP amendment rather than requiring 29 Local Provisions Schedule (LPS) amendments. The Hookway v Northern Midlands Council [2025] TASCAT 106 and Au v Glenorchy City Council (No 2) [2024] TASCAT 50 decisions were studied as part of the LUPBCPFRM Project. Beyond this, SPO have indicated they do not intend to further review these decisions. Insurance companies and their representative body were invited to participate in the LUPBCPFRM Project, but were not reported to have engaged significantly in the project. Improving flood risk management through the recommendations of the final Policy Options Report would reduce the risk of flood damage to property in Tasmania into the future, which would in turn reduce upwards pressure on insurance costs and ensure new development is insurable. Rising construction costs, labour shortages, increasing natural hazard risks from climate change, and other factors are continuing to drive increases to insurance costs and reduce availability. Existing property rights within flood-prone areas will continue to present challenges to property owners and insurers. The Tasmanian Government is pursuing some insurance reform through their TasInsure
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That the Local Government Association of Tasmania (LGAT): 1. Recognises the circular economy as a key opportunity for Tasmania to reduce waste, strengthen regional economies, lower emissions, and increase community resilience through smarter use and reuse of materials and resources. 2. Advocates to the Tasmanian Government for the development and implementation of a Statewide Circular Economy Strategy, developed in consultation with local government, regional waste groups, industry, the community sector, and education and research institutions. 3. Encourages continued collaboration among Tasmanian councils and regional waste groups to: • Share best practices and resources for circular initiatives (e.g. reuse markets, repair hubs, community composting); • Identify and pursue joint procurement and regional partnerships that support circular outcomes; • Align local policies (e.g. waste, procurement, planning) with circular economy principles. 4. Calls on the Tasmanian Government to: • Provide continued funding, policy support, and incentives for local governments and regional waste groups to pilot and scale circular economy projects; • Ensure state infrastructure investment (e.g. waste and resource recovery facilities) supports circularity • Support skills development and community education focused on repair, reuse, sustainable design, and local circular enterprise. 5. Requests LGAT to: Request the Tasmanian Government compile and provide a publicly available	20/11/2025	Break O'Day	LGAT will engage with the Statewide Waste Board in its development of the updated Waste and Resource Recovery Strategy to seek inclusion of circular economy. In addition, LGAT will engage with the 3 regional waste authorities.	The Chair of the Waste and Resource Recovery Board replied to our letter, noting their shared commitment to the circular economy. While the Board acknowledged that the recently released draft Waste and Resource Recovery Strategy is not a full circular economy strategy, they are pursuing similar goals. LGAT made a submission to the draft strategy where we highlighted this resolution. We will await the final strategy to determine the next steps.
That LGAT work with the State and Federal Governments to develop and implement a program similar to the NSW Local Government Apprentice, Trainee, and Cadet Fresh Start Program in order to effectively implement Recommendation 35 of the Future of Local Government Review, addressing workforce shortages, enhancing diversity, and building sustainable local government capacity	20/11/2025	Break O'Day	LGAT will review the NSW Program to determine what can be implemented in Tasmania prior to discussion opportunities with the Minister for Local Government and other relevant stakeholders (Skills Tas etc).	The National LG Skills and Workforce audit, commissioned by ALGA, was released at the National General Assembly. We have reached out to Skills Tasmania to determine the best avenue of engagement, this is delayed due to the machinery of government changes.
That on behalf of the sector, the Local Government Association of Tasmania lobby the Tasmanian Government to legislate that intending candidates for the 2026 Local Government elections are required to complete the Learn to Lead online learning modules Learning Pack 1 and Learning Package 2 as current councillors are required. This is so that intending candidates are educated on the role of a councillor and have an understanding of the responsibilities of representing the community, prior to nominating for election	20/11/2025	Latrobe	LGAT will raise this with the OLG and Minister for Local Government.	This has been raised in our submission to the draft Local Government Electoral Bill. We wait on the final version expected in August 2026.

Prepares a formal submission to the relevant government body or inquiry outlining specific recommendations for legislative amendments, based on the anomaly between s.341 and s.28ZN and the exceptions created by s.28ZN to clarify the obligation of Council to indemnify Councillors in Code of Conduct proceedings. •Engages with other stakeholders to advocate for the proposed legislative changes. •Reports back to councils at the next LGAT General Meeting on the progress of this initiative and the outcomes of the Submission	20/11/2025	West Tamar	LGAT will engage with the OLG and Minister for Local Government on this issue.	The issue has been raised with OLG and we have written to them formally seeking a response.
That LGAT lobby the State Government to reinvest a portion of the State Waste Levy into initiatives that reduce the financial burden on low-income households and communities	20/11/2025	Central Coast	LGAT will write to the Waste and Resource Recovery Board on this matter.	The Chair of the Waste and Resource Recovery Board has replied noting that several aspects of its investments are intended to address affordability. It also noted that it is the State Government more broadly that is responsible for cost-of-living relief measures. We will await the release of the final Waste and Resource Recovery Strategy to determine <u>any next actions</u>
That the Local Government Association of Tasmania lobby State government on behalf of all 29 Councils, to create Dark Sky Planning Guidelines, over the whole of Tasmania including the Islands.	20/11/2025	Central Highlands	LGAT will engage with the SPO on this issue.	We have reviewed the extensive work undertaken by Northern Midlands Council and engaged with TasNetworks to understand their requirements for implementing upgrades compliant with Dark Sky guidelines. We have directly engaged the State Planning Office, which we understand has been provided with our letter to the Minister for Planning, with a response <u>expected soon</u>
1.Members of LGAT note the importance of fostering inclusion and equal opportunities for LGBTQIA+ people; 2.All Tasmanian councils are strongly encouraged to consult with, and foster inclusion and equal opportunities for, LGBTQIA+ people; 3.All Tasmanian councils, or groups of councils, consider establishing an LGBTQIA+ Reference Group to provide strategic advice and feedback specific to each municipality, and consider developing action plans based on that advice and feedback; 4.That the LGAT be asked to: a)Request that the State Government share resources in alignment with the existing LGBTQIA+ action plans of state agencies including DPfEM, Health and Justice; and b)Request the State Government and organisations like Equality Tasmania and Working It Out support and encourage councils to connect with, and act in support of, their local LGBTQIA+ communities, including how to establish local LGBTQIA+ reference groups and develop action plans	20/11/2025	Hobart		We are participating in the Steering Group for the research project Out in Suburbia, which will inform and develop resources for councils. The related project from the Department of Premier and Cabinet is pending, this will also consider guidance.
That the Local Government Association of Tasmania lobby the Tasmanian Government to commit to: 1.Reinstate the Tasmanian Government's Better Active Transport Grant Program with a single funding stream; and 2.Increase the ongoing annual funding of the Better Active Transport Grant Program to not less than 1 per cent of the annual roads budget.	25/07/2025	Hobart	Sep '25 - Write to the Minister for Infrastructure and Transport, Hon Kerry Vincent MLC on this issue. There is a very low likelihood that the 2025-26 State Budget will be amended to include this ask. We will include this in our submission to the 2026-27 State Budget, pending advice on the consultation process. The CEO, through his role on the Road Safety Advisory Council, has already sought to increase the vulnerable road user grants program (in 2025-26) to fill the gap through the <u>opening of this program</u>	The Tasmanian Government's Walk, Wheel and Ride Strategy will guide future investment in active transport. Unfortunately, the 2026-27 State Budget provided no new funding for the Better Active Transport Grant Program. LGAT will continue to advocate for active transport investment as a priority, including in our submission to the 2027-28 State Budget process. This resolution will be closed following the August 2026 General Meeting.

That the Local Government Association of Tasmania lobby the Minister for Housing, Planning and Consumer Affairs and the State Planning Office to work with Councils to introduce an Open Space Policy that includes contribution requirements for all forms of subdivision including strata developments.	2/04/2025	Brighton	Apr '25 - Meet with the State Planning Office (SPO) to understand timing of commencement of the movement of the relevant subdivision provisions with the Local Government (Building and Miscellaneous Provisions) Act 1993 (LGBMP Act) into the Land Use Planning and Approvals Act 1993. Seek to have this issue picked up in the subsequent processes (discussion paper, draft legislation etc). Depending on the response of the SPO, consider further advocacy, including to the Minister for Planning.	The SPO have delayed their review of the Local Government (Building and Miscellaneous Provisions) Act to commence late in 2026 due to resource constraints and other workload. LGAT is working with the Minister for Planning and SPO to refine their work sequencing and priorities. We have met with the Land Titles Office who are reviewing the Strata Titles Act, but they have confirmed the issue is around planning and the operation of open space contributions in the LGBMP Act. The Strata Titles Act requires Strata Plans to obtain a council certificate of approval. Section 31(6) of the Act requires councils to refuse a certificate if the "council reasonably considers that the proposal is for a subdivision within the meaning of Part 3 of the Local Government (Building and Miscellaneous Provisions) Act 1993."
That LGAT pursue with the Tasmanian Government the following: •Funds received by the State Government from Government Business Enterprise as Rate Equivalent payments be in the most part distributed to Local Government.	21/11/2024	Central Highlands	Write to the Treasurer and relevant shareholder ministers seeking the resolution's outcome.	This matter is currently on hold, pending resolution of rating of wind farms.
That LGAT establishes a review to determine whether or not to develop a sector wide position on cat management and that the determination of any such position be presented to the State Government addressing issues including, but not limited to: 1.The recognition that cat management is a shared responsibility across all levels of government, business and the community; 2.Avenues to increase community awareness, participation and commitment by pet cat owners to manage cats responsibly; 3.Assessment of best practice techniques in relation to the planning, management and control of stray and feral cats; 4.Improved knowledge about feral, stray and domestic cats to better inform management; 5.Minimising the impacts of cats in areas with important conservation values and agricultural assets; 6.Undertake legislative change and the provision of resources to create an effective framework for managing cats, including resourcing for cat management facilities; 7.Review the roles and responsibilities of local and state governments in relation to cat management and resource allocation". 8.That the state government recognise their role in providing funding for local government.	21/11/2024	Clarence		We held a local government workshop on the Cat Management Plan discussion paper. We made a submission to the discussion paper, with details provided in the Policy Update in this agenda. Next steps to be determined when the State Government responds.
That the Local Government Association of Tasmania (LGAT) request the State Government to urgently amend the Crown Lands Act 1976 to establish automatic statutory rights of access over Crown Reserved Road for all landowners to access their adjoining properties that have Reserved Roads accessing their properties as proposed in the 'Crown Lands – Reserved Road, Position Paper, July 2009' to provide certainty of access to landowners generally and for the purposes of meeting access requirements under the Tasmanian Planning Scheme.	21/11/2024	Huon Valley		We have followed up with the Parks and Wildlife Service (PWS) to understand the progress of this item. PWS had indicated they will engage councils once approval to proceed is provided.

That LGAT: 1.Lobby the State Government as a priority, to introduce legislation that mandates the need to have workers' compensation insurance (or equivalent) made available to councillors, to support recent legislative changes regarding psychosocial safety; and 2.The State Government work with the insurance industry to introduce the insurance framework as a priority.	4/09/2024	Burnie		We including this resolution in LGAT's submission to the Targeted Amendments LG Act Draft Bill. However, the Government has indicated that it will not make any legislative changes. Further, engagement with insurers has confirmed that because councillors are not considered "workers" they cannot currently be captured under workers compensation insurance and councils Personal Accident cover only covers physical injuries when a councillor is at work or travelling to and from work. It does not cover psychosocial injury. There are currently no alternative insurance options available and as such we have reached an impasse, meaning this resolution will be closed following the August General Meeting.
That LGAT engages in dialogue with the State Planning Office to seek legislative amendment to permit individual councils to define 'substantial commencement of work' in the context of local Planning Permit Approvals.	4/09/2024	Circular Head		We are working with the Minister for Planning and SPO to refine their work sequencing and priorities. While the SPO has delivered some minor changes through the Land Use Planning and Approvals (Miscellaneous Amendments) Bill 2026, they report that the amendments required to allow for councils to define 'substantial commencement of work' will require more significant work. We will continue to press for this to be included in the SPO's work plans.
That the Local Government Association of Tasmania lobby the Tasmanian State Government for legislative and operational reform to enable state and local government to manage and control the environmental and economic risks posed by wild, feral and nuisance animals, such as pigs, goats and deer more effectively.	4/09/2024	Central Coast		The Minister for Local Government and the Attorney General have both responded to our correspondence. We subsequently met with the Office of Local Government and Biosecurity Tasmania to discuss the matters. We are working together to develop a local government workshop in September to understand local issues and potential solutions. We have also undertaken a survey of councils to better understand the impact of feral animals, details in the Policy Update paper in this agenda.
That LGAT be requested to convene a reference group from member Councils to develop options and recommendations for the sector to: 1Assess the impact of the 42-day rule on planning outcomes across local Councils in Tasmania (including both qualitative and quantitative data). 2Identify what practices and delegations councils currently utilise to manage the 42-day rule, including the impact of those practices and delegations on representor objections. 3Review equivalent 'deemed approval' and timeframe extension mechanisms of other jurisdictions to compare with Tasmania's arrangements. 4Based on the findings of points 1, 2 and 3 above, identify whether the 42-day rule operates in a manner that is fair and equitable to all parties to a development application; that is both applicants and representors. 5Recommend changes be implemented to ensure development applications are not required to be resolved under delegation because an applicant refuses to grant an extension of time for an application to be considered at a Council meeting.	1/11/2023	Clarence		We are working with the Minister for Planning and SPO to refine their work sequencing and priorities. The SPO has delivered some minor reforms through the Land Use Planning and Approvals (Miscellaneous Amendments) Bill 2026 that respond to recommendations developed by the reference group formed in response to this motion, including clarifying timelines and more consistently allowing for council office closure periods. Additional reform options proposed in this motion and by the reference group require amendments that would need to be resourced by the Tasmanian Government and SPO. We will continue to press for these reforms to be included in future SPO work plans. We have incorporated reform proposals into our submission on the SPO's 'Preventing Delays in Development Assessment Timeframes Discussion Paper' and other planning advocacy.
That LGAT lobby the State Government urging legislative change to outlaw the creation of covenants which place restrictions on the use of land and property for: a. public, social or affordable housing; or b. tenants or occupants based on their source of income, or social or financial circumstances.	30/06/2023	Clarence		We wrote to the Surveyor-General to formally raise this issue. They noted that the Recorder of Titles is responsible for addressing it. We have met with the Land Titles Office who have advised that they are preparing a formal response from the State Government.

That LGAT seek revisions to the Property Agents and Land Transactions Act 2016 to consider: a) Requiring a 337 Certificate prior to listing of a property and making it available as part of the sale process; and b) Requiring full disclosure for properties as part of the listing process."	8/12/2022	West Tamar		Consumer Building and Occupational Services is currently undergoing a restructure. They have advised that this work is still scheduled to commence in the second half of 2026. We will be meeting with the new head of the relevant part of CBOS where we will raise this issue.
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LGAT Annual Plan 2026 Progress Report1

August 2026

Advocate

Area	Focus	KPI	Progress	Update
Local government reform and sector sustainability	Support councils through the implementation of the Future of Local Government Review reforms.	The reforms create a more robust and capable system of local government		We made submissions to the targeted amendments to the <i>Local Government Act 1993</i> and the <i>Local Government Electoral Bill 2025</i> . We continue to advocate for councils' views as the legislation progresses through the Parliament. We are working with the Office of Local Government on the implementation of the reforms.
Land use planning	Influence the planning agenda to ensure an increased focus on strategic planning and other reforms highlighted by the sector.	Reforms support the role of local government in our planning system.		Our regular engagement with the State Planning Office and the Minister for Planning has been focused on the State Government's work that is of highest priority for councils. We have been engaging councils on the raft of planning reforms that are underway, the Planning update in this agenda provides more detail.

LGAT Annual Plan 2026 – August Update

	Commenced		Commenced, but progress delayed		Completed		Not yet commenced
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Area	Focus	KPI	Progress	Update
Infrastructure	Secure the policy and funding commitments to support local government to provide quality infrastructure to the community. In particular: - Fairer road funding - An infrastructure contribution framework	Fairer and more consistent approaches for funding and delivering local infrastructure.		A significant win with a second distribution of \$3.5 million from the Heavy Vehicle Motor Tax in 2026-27 State Budget. On infrastructure contributions, we continue to make the case with the Minister for Infrastructure.

Sector Services

Area	Focus	KPI – process and outcome	Progress	Update
LGAT Procurement	Continue to implement the business plan supporting increased services and advice to councils with a focus on civil works procurement and procurement training.	Increased utilisation of the LGAT civil works panels.		The annual financial year target for spend under the panel has been exceeded. A refresh of the panel has just been complete adding a further 23 suppliers to the panels.
		Increased council engagement with LGAT Procurement training.		3 council in-house training sessions delivered to 45 council officers. 130 staff attended 4 webinars and an additional 248 views of the recorded webinars.
				LGAT procurement seminar was held on 17 March. Twenty-five council officers from 11 councils attended the event. Feedback on the event has been exceptional.

LGAT Annual Plan 2026 – August update

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 Commenced	 Commenced, but progress delayed	 Completed	 Not yet commenced
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Area	Focus	KPI – process and outcome	Progress	Update
Networks, learning and development	Deliver the Elected Member Learning and Development Framework, including a comprehensive induction program following the 2026 elections.	Elected members have enhanced capability and capacity to fulfil their roles.		The new Learning Management system was launched in October 2025. Data on councillor completion have been provided to councils for their annual reporting processes. The LGAT induction program has been finalised. Dates for the November face to face induction sessions are on the LGAT website, along with other resources. The Learning and Development Subcommittee which oversees the framework has met twice.
Climate Change	Support the capacity of councils to respond to the impacts of climate change and reduce greenhouse gas emissions.	Councils feel confident of their role in responding to climate change.		The Climate Capability Program is nearing completion of its planned programs. A minor extension has been gained to provide additional value to the north west climate change strategy with a business case and training materials on the decision making framework. More details in the Programs paper in this agenda.
Tasmanian Development Manual	Support the introduction of the Tasmanian Development Manual.	The Manual is progressively rolled out to meet the needs of its users.		The next phase of the project is underway with a Tasmanian supplement to AUS-SPEC with likely to be developed and managed by

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 Commenced	 Commenced, but progress delayed	 Completed	 Not yet commenced
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Area	Focus	KPI – process and outcome	Progress	Update
				NAT-SPEC. The Tasmanian Development Manual and Infrastructure Guidelines are complete, and we are working with IPWEA to promote these.
Safeguarding Children	Provide support and resources for councils to improve child safety across Tasmania.	Councils have the right information and training to support their obligations under the Child and Youth Safe Organisation Act 2023.		The focus for 2026 is on building the skills of council officers in engaging with young people. We have begun training programs with Jeder Institute to build council officer skills. This will be extended in August with the leadership focus as we bring Cormac Russell to speak at the LGAT Conference and hold workshops afterwards.
Local Government Election	Deliver a campaign to attract well-informed candidates that want to make a difference in their communities.	Strong collaboration with the State Government and councils on the development and delivery of material to attract and inform candidates.		The campaign is now underway, primarily on social media. The suites of videos includes the ‘have a seat at the table’ and mini interviews with members of the LGAT GMC on why they’ve stood up to represent their communities. Refer to Have a Seat at the Table item in this agenda.
Technology to support land use planning	Support councils to improve their development assessment (DA) processes through technology	Procurement of an AI solution that will support the processing of DAs.		The Department of Premier and Cabinet is leading work to review the Huon Council solution alongside PlanBuild.

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 Commenced	 Commenced, but progress delayed	 Completed	 Not yet commenced
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EPA and LGAT MoU 2023-28 Annual Action Plan



Attachment 4.1.3

MoU purpose

The EPA-LGAT MoU is available at

<https://epa.tas.gov.au/Documents/MOU%20-%20LGAT%20and%20EPA.pdf>

Its purpose is to establish and implement a framework under which LGAT, Councils and the EPA work collaboratively and cooperatively in assessing and regulating environmentally relevant activities and responding to events which may cause environmental harm.

Annual Action Plan

The MoU specifies that the annual action plan:

- Is produced each year for the term of the MoU
- Specifies activities to further the strategic priorities
- Provides a short description of each activity and identifies lead, and support, how success will be measured and timeframe for completion
- Follows the financial year business planning cycle with LGAT and the EPA - commence drafting in March and finalise by the end of May
- Be tabled at the first LGAT General Meeting in the new financial year
- Becomes the workplan for the EPA's Local Government Engagement Program

The Annual Action Plan is provided on the following pages.

Working Group

The MoU also states that a working group comprising LGAT and EPA officers will:

- Meet quarterly to develop, oversee, and review progress with the annual action plan and address any issues that arise, including new matters that may require consideration such as Strategic Priorities
- Be chaired in rotation by the Policy Director, LGAT and the Director Environmental Regulation, EPA, who will also brief their respective Chief Executive Officers after each quarterly meeting
- The EPA will provide meeting coordination, minute taking and other secretariat services for the quarterly meetings
- Provide information on key activities under the MoU for the annual reports for their respective organisations, to councils and where appropriate otherwise promote joint work on their websites and in other corporate communications

EPA and LGAT MoU 2023-28

Annual Action Plan



Annual Action Plan – July 2026

MoU Strategic Priority	Description	SMART Goals
I. Environmental Complaints, Incident Preparedness and Response	Councils and EPA routinely deal with environmental complaints and incidents, liaise on complaint referrals, share information, or provide on ground support to each other. They will continue to work together in this way and strengthen collaboration.	NOISE COMPLAINTS - Review relevant building industry training module to inform building site managers on noise regulations and EHO role and support reduction in noise complaints from construction sites - Subjective Noise Nuisance Decision Tool (tool for assessing if a noise is a nuisance) - Primary Industry Activity Protection Act – (flowchart tool to interpret the Act for noise nuisance) - EPA's Noise Measurement Manual – rewrite as decision support for EHOs (field manual and checklists) - Summarise Civil Appeal Tribunal - RMPAT/TASCAT Noise Complaint hearing outcomes - Find and promote ways to work with Planning Scheme system to reduce onus on EHO for noise from industry - Noise Diary (2025)
		SMOKE COMPLAINTS - BBTW – yearly invitation to council social media to share resources - Support City of Launceston development of Air Plan - Smoke diary (2026) - Best Practice Guide for small backyard burns
		INCIDENT INVESTIGATION - EPA to deliver Professional Development Seminar on Investigations (2025 and 2026) - EHOs to develop flip book for environmental incidents - Produce business card with EPA Incident Response contacts for when out of phone range
		COMPLAINT INVESTIGATION

		- Companion document to Odour/Noise/Smoke/Dust/Light Diaries - How to document decision making and undertake complaint decision process
		ODOUR COMPLAINTS Odour Diary (2024)
		LIGHT COMPLAINTS Light Diary
		DUST COMPLAINTS Dust Diary
2. Illegal Dumping	The EPA will design and lead an illegal dumping compliance and enforcement function which will include engagement and where possible, joint work with councils.	Professional Development Seminar and Webinars in 2025
3. Environmental Investigations and Prosecutions	When EPA breaches of EMPCA, it may also uncover potential breaches of a permit under section 63(3) LUPAA. In this event, the EPA may take carriage of the LUPAA offence, alongside any breach of EMPCA for efficiency.	- LUPAA Breaches while investigating EMPCA Offences discussion paper (2022) - Develop a procedure on how to implement the investigation of offences and enforcement of legislation
4. Capability Building	Councils and the EPA both stand to benefit, better understand and support each other's environmental regulatory business by undertaking joint capability and skills development. An annual calendar of capability building and professional development opportunities and products will be formulated under the MoU and made available to all councils and EPA staff.	- Develop an annual calendar of Professional Development seminars for conferences and seminar days - Provide decision support tools on the Environmental Regulation Portal
5. Capacity	LGAT will work with the EPA, other key agencies such as Public Health Tasmania and Consumer Building and Occupational Services, to develop an understanding of individual council capacity and the relevant local government workforce ability to respond to regulatory obligations under legislation including EMPCA, LUPAA, Building Act, and the Public Health Act.	This activity is closed following submissions to the Future of Local Government Review
6. National Standard Implementation	IChEMS chemical register was passed in 2021 which establishes risk-based schedules, mechanisms for	EPA Seminar to Councils

	assessing which schedule a chemical spill falls into, and for prescribing risk management measures. IChEMS is led by the Australian Government.	
7. Collaboration on more complex development applications and regulation	Some Councils need extra resources and expertise support to assist with more complex development applications and regulation. EPA will continue to provide guidance on more complex development applications and regulation activities. The parties will work together to identify the best way to share the lessons learnt from more complex development applications.	• Share complex regulatory knowledge through Case Studies on Portal • EPA to provide ongoing regulatory support via lge@epa email within capacity • Determine best way to communicate and provide information on Level I Activities and assessment of environmental risk

TABLE OF SUBMISSIONS					
Title	Submission Due	Status	Topic	Comments	LGAT submission link
Economic Diversification and Investment Strategy	21/08/2026	Not started	Economic development		
Disaster Recovery Funding Framework	19/08/2026	In progress	Emergency management		https://lgat.sharepoint.com/:w/s/LGAT-Policy/IQCzI97B-JDuSaIZFsg22N7MASPh3dUvJ6UCURZA6XOZOHE?e=HN5s2w;
Police Offences Amendment (Knives and Prohibited Weapons) Bill 2026 - Consultation Draft	13/08/2026	Completed	Emergency management	No LGAT position, may be an issue for some councils.	
Firearms Amendment (Miscellaneous) Bill 2026	7/08/2026	Completed	Emergency management	Community issue, LGAT has no position on these matters	
Targeted review of Review of quadbikes/side-by-sides	31/07/2026	Completed	Infrastructure	Specific, limited council issues.	
Review of the Australia's Foreign Relations (State and Territory Arrangements) Amendment Bill 2026	27/07/2026	Completed	Legal	No LGAT submission, limited number of relevant councils.	
Waste and Resource Recovery Strategy 2026-2031	10/07/2026	Completed	Waste and circular economy		https://lgat.sharepoint.com/:b/r/sites/LGAT-Policy/Shared%20Documents/Documents/Waste/2026%20Waste%20Strategy/LGAT%20submission%20-%20draft%20Tas%20Waste%20and%20Resource%20Recovery%20Strategy%20-%202026-31.pdf?csf=1&web=1&e=Po1Bya;
Aboriginal Heritage Bill	6/07/2026	Completed	Planning		
Productivity Commission - Housing supply regulation	15/06/2026	Completed	Planning		
Public Health Amendment (Emergency Powers) Bill	5/06/2026	Completed	Emergency management	For councils, the Bill is mostly background governance reform at State level, not a material change to local government roles, powers or obligations. Any impacts are indirect, technical, and largely business-as-usual for councils with environmental health functions.	https://lgat.sharepoint.com/:w/s/LGAT-Policy/IQBVIAfkBpB3Tbe6qyGYLMBMAQYYCOWN9xQyPWcgSa52pqw?e=7Ha3ZO;
LUPAA - Preventing delays in development assessment timeframes	22/05/2026	Completed	Planning		https://lgat.sharepoint.com/:w/r/sites/LGAT-Policy/Shared%20Documents/Documents/Planning/50-Legislation/LUPAA%202026%20preventing%20delays/LGAT%20submission%20Preventing%20Delays%20in%20DA%20Timeframes.docx;
SPP Amendments - Making it easier to develop medium density housing	22/05/2026	Completed	Planning		https://lgat.sharepoint.com/:w/r/sites/LGAT-Policy/Shared%20Documents/Documents/Planning/10-Tas%20Planning%20Scheme/Medium%20Density%20Housing/LGAT%20submission_Medium%20density%20housing%20discussion%20paper.docx
Cat management review	15/05/2026	Completed	Environment		https://lgat.sharepoint.com/:b/r/sites/LGAT-Policy/Shared%20Documents/Documents/Environment/Cat%20Management/2026%20cat%20management%20review/LGAT%20submission%20-%20cat%20management%20review%20-%20May%202026.pdf?csf=1&web=1&e=iQFAAY;
LUPAA (Miscellaneous Amendments) Bill 2026	15/05/2026	Completed	Planning		https://lgat.sharepoint.com/:b/r/sites/LGAT-Policy/Shared%20Documents/Documents/Planning/50-Legislation/LUPAA%20Miscellaneous%20Amendments%202026/LGAT%20submission_Draft%20LUPAA%20Miscellaneous%20Amendments%20Bill%202026.pdf?csf=1&web=1&e=YR8cP;
Electricity Safety Regulations 2026	13/05/2026	Completed	Infrastructure	Check with Infrastructure Managers: Changes to vegetation clearance distances could have a substantial impact on vegetation clearance work on council land. The Electricity Safety (Access and Maintenance) Code of Practice 2026 also picks up excavation requirements.	