City of LAUNCESTON

COUNCIL AGENDA

COUNCIL MEETING
TUESDAY 24 NOVEMBER 2026
5:00 PM

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

Date: 24 November 2026

Time: 5:00 pm

Certificate of Qualified Advice

Background

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

1. A General Manager must ensure that any advice, information or recommendation given to the council, or a council committee, is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.

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

Certification

I certify that:

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



Sam Johnson OAM
Chief Executive Officer

VIDEO and AUDIO STREAMING of COUNCIL MEETINGS

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

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

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

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

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

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

PUBLIC QUESTION TIME - AGENDA ITEM 8

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

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

PUBLIC COMMENT ON AGENDA ITEMS

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

Please note the following important information:

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

Your respectful contribution is welcome and appreciated.

LEGISLATIVE TERMINOLOGY - GENERAL MANAGER

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

ORDER OF BUSINESS

1. OPENING OF MEETING - STATEMENT, ATTENDANCE AND APOLOGIES.....9
2. MAYORAL ACKNOWLEDGEMENTS.....9
3. DECLARATIONS OF INTEREST.....9
4. CONFIRMATION OF MINUTES.....10
4.1. Confirmation of Minutes.....10
5. COUNCIL WORKSHOPS.....11
5.1. Council Workshop Report - 17 November 2026.....11
6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS AND PARENTAL LEAVE NOTIFICATIONS.....14
7. COMMUNITY REPORTS.....14
8. QUESTIONS BY MEMBERS OF THE PUBLIC.....15
8.1. Questions on Notice by Members of the Public.....15
8.2. Questions Without Notice by Members of the Public.....15
9. PETITIONS.....15
10. DEPUTATIONS.....15
11. PLANNING AUTHORITY.....16
11.1. PSA-LLP0038 Mayne Street Local Heritage Precinct.....16
11.2. DA0404/2026 - 15 Negara Street, Norwood - Residential - Construction of a Dwelling.....27
11.3. DA0411/2026 - 71 David Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling.....44
11.4. DA0366/2026 - 4-14 Charles Street, Launceston - Signs - Installation of an Illuminated Billboard with Third-Party Advertising.....56
11.5. DA0412/2026 - 217 Invermay Road, Invermay - Resource Processing - Construction of Additions and Alterations and Change of Use to a Butchery with a Right of Way over 215 Invermay Road via Waugh Street Invermay.....65

12. ANNOUNCEMENTS BY THE MAYOR 89
12.1. Mayor's Announcements 89
13. COUNCILLORS' REPORTS 92
14. QUESTIONS BY COUNCILLORS 93
14.1. Questions on Notice by Councillors 93
14.1.1. Questions on Notice by Councillor Tim Walker - 62 Gorge Road - 29 October 2026 93
14.2. Questions Without Notice by Councillors 94
15. WRITTEN NOTICES OF MOTION 94
16. COMMITTEE REPORTS 94
17. CONNECTIONS AND LIVEABILITY (INCLUDING QUEEN VICTORIA MUSEUM AND ART GALLERY) 95
17.1. Quarterly Report - Connections and Liveability (July - September 2026) ..95
17.2. LIFE Food Hub: Proposed Variation to Approved Community Grant Funding 124
17.3. Cost of Living Measure - Reduction in Casual Child Swim Entry Fees at the Launceston Leisure and Aquatic Centre - Summer 2026/27 127
18. COMMUNITY ASSETS AND DESIGN 134
18.1. Quarterly Report - Community Assets and Design (July - September 2026) 134
18.2. Extension of security services at bus interchange 145
18.3. SLRIP Funding Application for Kings Bridge Strengthening 148
18.4. Fee Waiver - Amendment to Plans - 22-30 Adelaide Street, East Launceston 151
18.5. Launceston Flood Authority Quarterly Report - July to September 2026 155
18.6. Launceston Flood Authority Annual Report as at 30 June 2026 157
19. DELIVERY AND PERFORMANCE 159
19.1. Quarterly Report - Delivery and Performance (July - September 2026) 159
19.2. Council Meeting Schedule 2027 174

19.3. Council Appointments to Internal and External Committees 182
19.4. 14-Plx-044 Council and Annual General Meeting Policy 185
19.5. 12-Plx-029 Remission of Fees and Charges Policy 194
19.6. Policy Project - Policy Redundancy Approvals.....200
19.7. Waiver of Parking Fees - Off Street and Multi-Storey 203
19.8. Budget Amendment October 2026 209
19.9. Monthly Financial Performance Report - October 2026 213
20. STRATEGY AND INNOVATION 215
20.1. Quarterly Report - Strategy & Innovation (July - September 2026) 215
20.2. City of Launceston Annual Plan 2026/2027 Quarter 1 Progress Report ...226
20.3. Northern Tasmania Development Corporation (NTDC) Quarterly Report - (July to September 2026), Annual Report and 2026-2029 Strategy 229
20.4. Efficiencies & Unbudgeted Costs Report Q1 232
21. CHIEF EXECUTIVE OFFICER NETWORK 234
21.1. Quarterly Report - Office of the Chief Executive Officer (July - September 2026) 234
21.2. Declaration of Office by Elected Members - 2026 Local Government Election Outcomes.....242
22. LATE ITEMS 244
23. CLOSED COUNCIL 245
23.1. Confirmation of the Minutes.....245
23.2. External Partnership Proposal.....245
23.3. External Sponsorship Proposal.....246
23.4. Tender - Multi-Use Engineering Services Register CD014/2026.....246
23.5. Tender - Transaction Banking CD029/2025 246
23.6. End of Closed Session 246

24. NEXT COUNCIL MEETING DATE.....247

25. MEETING CLOSURE.....247

1. OPENING OF MEETING - STATEMENT, ATTENDANCE AND APOLOGIES

Local Government (Meeting Procedures) Regulations 2025 - regulation 8

An audio visual recording is being made of the meeting.

All persons attending the meeting are to be respectful of, and considerate towards, other persons attending the meeting.

Language and conduct at the meeting that could be perceived as offensive, defamatory or threatening to a person attending the meeting, or listening to the recording, is not acceptable.

2. MAYORAL ACKNOWLEDGEMENTS

3. DECLARATIONS OF INTEREST

Local Government Act 1993 (Tas) - section 48
Local Government (Meeting Procedures) Regulations 2025 – regulation 39(1)(f)

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

4. CONFIRMATION OF MINUTES

4.1. Confirmation of Minutes

Local Government (Meeting Procedures) Regulations 2025 - regulation 41(1)(b)

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 29 October 2026 be confirmed as a true and correct record.

5. COUNCIL WORKSHOPS

Local Government (Meeting Procedures) Regulations 2025 - regulation 10(3)(c)

5.1. Council Workshop Report - 17 November 2026

FILE NO: SF4401

AUTHOR: Dan Gray (Governance Officer)

APPROVER: Sam Johnson (Chief Executive Officer)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2025 - Regulation 10(3)(c)

RECOMMENDATION:

That Council:

1. pursuant to Regulation 10(3)(c) of the *Local Government (Meeting Procedures) Regulations 2025*, notes the Council Workshops conducted on 17 November 2026 and attended since the last Council Meeting, for the purposes described:

   Workshops conducted on 17 November 2026:

   Princess Theatre and Earl Street Theatre Project Site Visit
   Councillors undertook a site visit to the Princess Theatre and Earl Street Theatre Redevelopment Project construction site.

   DA0411/2026 - 71 David Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling
   Councillors undertook a site visit to 71 David Street, Newstead to discuss Residential – Construction of Alterations and Additions to a Dwelling.

   DA0404/2026 - 15 Negara Street, Norwood - Residential - Construction of a Dwelling
   Councillors undertook a site visit to 15 Negara Street, Norwood to discuss Residential – Construction of a dwelling.

   DA0412/2026 - 217 Invermay Road, Invermay - Resource Processing - Construction of Additions and Alterations and Change of Use to a Butchery with a Right of Way over 215 Invermay Road via Waugh Street Invermay
   Councillors undertook a site visit to 217 Invermay Road Invermay to discuss Resource Processing - Construction of additions and alterations and change of use to a butchery with Right of Way over 215 Invermay Road via Waugh Street, Invermay.

DA0366/2026 - 4-14 Charles Street, Launceston - Signs - Installation of an Illuminated Billboard with Third-Party Advertising
Councillors undertook a site visit to 4-14 Charles Street Launceston to discuss Signs – Installation an Illuminated Billboard with Third-Party advertising.

Margaret Street Reconstruction
Councillors received an update on the Margaret Street Reconstruction.

Bus Interchange Update
Councillors were briefed on the project and the tender, shown the high-level concepts and provided feedback to help inform the selection of the preferred design consultant.

Executive Leader Updates and General Business
Councillors and Executive Leaders had the opportunity to engage in discussion about current and planned projects.

Councillor Connect
Councillors are provided with the opportunity to raise and discuss matters of concern, share perspectives, and collectively work through issues that may benefit from group discussion.

City Heart Event Space - Key Stakeholder Consultation Report
Councillors were provided an update on the City Heart Event Space project, including stakeholder engagement findings for the two sites identified for further investigation.

Council Meeting and Council Committee Meeting Schedule 2027
Councillors had the opportunity to provide feedback on the proposed Council Meeting, Workshop and Committee Meeting schedule for 2027.

Amendment PSA-LLP0042 - St Leonards-Waverley Precinct 1
Councillors received a presentation on the proposed planning scheme amendment and specific area plan to implement Precinct 1 of the St Leonards and Waverley Neighbourhood Plan and Infrastructure Funding Framework.

Nominations for Committees - Audit Panel & Municipal Emergency Management
Councillors discussed appointments to the Audit Panel (two Councillors) and the Municipal Emergency Management Committee (one Councillor as Chair).

In Attendance: Mayor Councillor Matthew Garwood, Deputy Mayor Councillor Susie Cai, Councillor Joe Pentridge, Councillor Andrew Palmer, Councillor Tim Walker, Councillor Kyle Barrett, Councillor Rose Diamond, Councillor Alex Britton and Councillor Melissa Anderson.

REPORT:

Regulation 10(3)(c) of the *Local Government (Meeting Procedures) Regulations 2025* says that the Agenda of an Ordinary Council Meeting is to include the date and purpose of any Council Workshops held since the last Meeting.

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter meets a legislative requirement.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS AND PARENTAL LEAVE NOTIFICATIONS

No Councillors' Leave of Absence Applications or Parental Leave Notifications have been identified as part of this Agenda.

7. COMMUNITY REPORTS

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

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

8. QUESTIONS BY MEMBERS OF THE PUBLIC

Local Government (Meeting Procedures) Regulations 2025 - regulations 36 to 38

8.1. Questions on Notice by Members of the Public

Local Government (Meeting Procedures) Regulations 2025 - regulation 38

No Questions on Notice by Members of the Public have been identified as part of this Agenda.

8.2. Questions Without Notice by Members of the Public

Local Government (Meeting Procedures) Regulations 2025 - regulation 37

9. PETITIONS

No Petitions have been identified as part of this Agenda.

10. DEPUTATIONS

No Deputations have been identified as part of this Agenda.

11. PLANNING AUTHORITY

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

11.1. PSA-LLP0038 Mayne Street Local Heritage Precinct

FILE NO: PSA-LLP0038

AUTHOR: Jess Ladlow (Heritage Planner)

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

DECISION STATEMENT:

To make a recommendation to the Tasmanian Planning Commission subsequent to the public exhibition period for the draft planning scheme amendment PSA-LLP0038 Mayne Street Heritage Precinct to the Launceston Local Provisions Schedule of the Tasmanian Planning Scheme.

PLANNING APPLICATION INFORMATION:

Applicant:	City of Launceston
Address:	As defined by the Mayne Street Heritage Precinct

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

Council - 11 June 2026 - Agenda Item 11.1: Council determined to initiate the amendment for the Mayne Street Heritage Precinct to the Launceston Local Provisions Schedule of the Tasmanian Planning Scheme, in accordance with the requirements of the *Land Use Planning and Approvals Act 1993.*

Council - 3 September 2026 - Agenda Item 18.2: Heritage Stewardship Project (Planning Scheme Implementation) Council adopted the Schedule of Proposed Heritage Assets, and noted amendments to the Local Provisions Schedule, which recognised the current amendment for the Mayne Street Heritage Precinct.

RECOMMENDATION:

That Council:

1. in accordance with 40K and 42 of the *Land Use Planning and Approvals Act 1993*, considers the merit of any representations received during public exhibition of the planning scheme amendment PSA-LLP0038 for the Mayne Street Heritage Precinct.

2. recommends to the Tasmanian Planning Commission that the draft planning scheme amendment PSA-LLP0038 for the Mayne Street Heritage Precinct be approved with minor changes to the documentation as exhibited.

REPORT

1. INTRODUCTION

At its meeting on 11 June 2026, Council considered an application under Section 40(D) of the *Land Use Planning and Approvals Act 1993* for a scheme amendment to the Local Provisions Schedule. The amendment was for the inclusion of the Mayne Street Heritage Precinct in the mapping and tables as a local heritage precinct and to insert the datasheet in the Local Historic Heritage Code.

Council resolved to initiate the amendment. As required by the Act, council then advertised the amendment for 28 days between 29 June 2026 and 27 July 2026.

Four (4) representations from the public were received and are discussed below**.**

2. SUMMARY

This report has been prepared to meet the requirements of section 40K of the *Land Use Planning and Approvals Act 1993* (LUPAA) and report to the Tasmanian Planning Commission (TPC) about representations received during exhibition.

The heritage listings are a continuation of strategic heritage work currently being undertaken by the City of Launceston. This is supported by the Heritage Stewardship Project which was endorsed by Council at its meeting on 3 September 2026. The project provided a schedule for proposed heritage assets and reassessments.

After considering the concerns raised within the representations further summarised below, it was found that the matters consistently raised in representations relate to the heritage significance of the proposed precinct, and the potential impacts of heritage listing on property owners, including available financial assistance or support measures.

The proposed amendment has been informed by heritage assessment, historical research, site investigations and community consultation. While acknowledging that individual properties and the broader streetscape have experienced varying degrees of change over time, the assessment concludes that the precinct retains significant heritage value to warrant consideration for inclusion in the Local Heritage Schedule. Information contained in representations resulted in updates to the datasheet, including a supplementary description of the housing styles found in the streets surrounding Mayne Street and a

reference to both ‘native and introduced’ tree species under the ‘features’ heading. However, no matters were raised in the representations that merited more than minor changes to the draft amendment.

The draft amendment is considered to satisfy Section 34 of the LUPAA. It is recommended that Council as the Planning Authority support the implementation of the draft amendment with minor modifications.

3. REPRESENTATION ASSESSMENT

The matters raised in representations received are set out and addressed in the table below. The response has been written in accordance with the format as specified by the Tasmanian Planning Commission and satisfies S40K(2)(c) of the *Land Use Planning and Approvals Act 1993* (LUPAA).

The exhibition period concluded on 27 July 2026 with three representations received during the period, and one representation was received on 28 July 2026 (Representation 1). Council has accepted this late representation and provided a response to the matters raised in the table below.

The four representors were contacted via email on 28 September 2026 with an opportunity to discuss their concerns in greater detail and Council received no further responses or requests.

For the purposes of this assessment, 'Previous Agenda' refers to Thursday 11 June 2026 - Agenda Item 11.1, where Council initiated the amendment and includes detail of the proposed draft amendment.

Representation 1: 12 Queen Street, Invermay
Summary: a) Does not support the inclusion of 12 Queen Street in the heritage precinct and advises that the property has had extensive external modifications, including: alterations to external building fabric, a first-floor addition and rear extension and construction of a secondary dwelling to the rear. b) Overall, the submitter supports the protection of significant heritage properties.
Officer Response: *a) The property is an example of a transitional Federation/Interwar Bungalow (c. 1920), which is proposed to be included as a new place in the Mayne Street Heritage Precinct with a 'Contributory' grading. The property has been visibly altered, including a first-floor addition.* *The definition of 'Contributory' places is included in the datasheet (p. 6). A place with a 'Contributory' grading 'holds local historical heritage significance, contributing to the character of the precinct' and 'while generally intact externally, contributory places may show changes that do not diminish their contribution to the Precinct'* *The integrity of the Federation/Interwar form is legible, and upon further review by Council's Heritage Planner, early features that remain visible include the gable fronted roof form with a roughcast finish and timber detailing, rusticated front façade weatherboards, original windows and a verandah with wooden frieze.*

b) The submitter's support for the protection of significant heritage properties is acknowledged.

Merit of representation 1:

This representation contains merit and consideration. While the property is not of standalone significance, it contributes to the overall significance of the proposed heritage precinct. To ensure that the more modest representative housing styles typically found in the secondary streets surrounding Mayne Street are captured for their aesthetic contribution, the description in the datasheet has been updated and Queen Street has also been added under the 'Precinct Extent' heading.

The representation does not warrant further changes to the recommendation for the amendment.

Representation 2: 55 Mayne Street, Invermay

Summary:

a) Does not support the proposed inclusion of their property in a heritage precinct or the Mayne Street Heritage Precinct more broadly.
b) The submitter states that heritage listings were previously applied to places of unique heritage value and that the surrounding street contains an example of a similar type of dwelling. Therefore, the property at 55 Mayne Street does not need to be included as an additional example.
c) The application of a heritage listing imposes stricter controls, additional permit requirements and prevents owners from undertaking property maintenance without approval.
d) Submits that despite having no heritage controls to date, heritage properties in the area are relatively intact and the erosion of the heritage character of the area can be significantly attributed to the construction of the four-lane highway.

Officer response:

a) The property is an example of a late Victorian cottage (c. 1895), which is proposed to be included in the Mayne Street Heritage Precinct with a 'Contributory' grading, as defined in the datasheet. The datasheet specifies that 55 Mayne Street was one of the earliest developments in the precinct (p. 4). The property has visible modifications to the facade including a new, albeit sympathetic, verandah and non-original windows, however the integrity of the Victorian built form remains legible and contributes to the historic and aesthetic values of the precinct.
b) The fact that other similar stylistic examples exist in surrounding areas is not a relevant consideration to this assessment because this property, while not of individual significance, contributes to the overall significance of the proposed heritage precinct.
c) The inclusion of a site in a heritage precinct does not prevent works or development from being undertaken. Rather, a planning permit would be required for any works that propose to develop or change the appearance of the heritage property, to ensure that the proposed works would not detract from the identified heritage values. Certain maintenance or repair works are also exempt from permit requirements.
In recognition of the potential cost of permitting Council has included the following in the fees and Charges 2026/27:
'Heritage only residential application (where the Local Heritage Place listing is the only trigger for an application) - Advertising Fee only = $438.90'
d) The purpose of applying a heritage listing to a property is to ensure that the identified heritage values of the site can be retained in the future. While the subject area has evolved and developed over time, the significance remains evident and continues to form a 'homogenous historic precinct' as outlined in the datasheet.

Merit of representation 2:

This representation contains merit and consideration, however it does not warrant change to the recommendation for the amendment.

Representation 3: 40 Mayne Street, Invermay

Summary:

a) The heritage assessment is considered to overstate the precinct's intactness and does not adequately reflect current conditions, particularly changes to street trees, landscaping and the prevalence of high fences.
b) Council should undertake an updated 2026 streetscape audit, heritage character assessment and integrity review before progressing the amendment.
c) Heritage controls should provide flexibility for contemporary security, privacy and safety needs, particularly when considering the construction of high fencing.
d) The permit requirements triggered by a heritage listing may impose significant financial burdens beyond planning application fees, including design, documentation, extended approval processes and increased construction costs.
e) Council should not provide definitive assurances that heritage listing will have no impact on insurance costs, particularly given limited flood insurance options in Invermay. The submitter requests that Council qualify any statements regarding insurance impacts and acknowledge that these matters ultimately rest with individual insurers.
f) Greater transparency is sought regarding the identification and classification of contributory and non-contributory properties, including publication of a schedule or map and the assessment criteria used.
g) The submitter encourages Council to provide practical support measures, such as conservation grants, expanded fee relief, assistance with heritage documentation, as well as a Council commitment to investment in streetscape improvements and tree replacement.
h) Concerns are raised regarding the level of community engagement undertaken to date, with a request for further consultation and information sessions.
i) The submitter requests that Council provide a written response to the issues raised and table the representation in full during consideration of the amendment.
j) A series of 15 questions are posed seeking clarification on the assessment methodology, heritage integrity, security considerations, financial impacts, insurance implications, property classifications, Council investment commitments and community consultation.

Officer response:

a) The statement of local historic significance and values (statement of significance) included in the datasheet provides a detailed description of the heritage values and characteristics that contribute to the significance of the precinct. When considering the integrity and the intactness of the precinct, the statement of significance highlights that:

> *"streetscapes are highly intact, largely demonstrating late Victorian, Federation and Inter-War architecture, constructed during the period of expansion of the city's suburban areas spreading out along Launceston's tram lines".*

This statement is supported by the identification of aesthetic characteristics identified on individual properties, which along with the tree lined streetscapes, (both native and introduced species) contribute to the collective significance of the precinct. The features section of the datasheet has been updated to reference both native and introduced species,

b) Council's Heritage and Planning Officers have undertaken numerous site visits and have progressively refined the Mayne Street Heritage Precinct datasheet throughout both the non-statutory consultation process undertaken in late 2025 and the preparation of this planning scheme amendment. Council is satisfied that sufficient assessment has been undertaken to support progression of the amendment.

c) Heritage controls do not preclude the construction of high fencing. Rather, if a permit is required for the construction of a fence under the Local Historic Heritage Code, consideration is given to the compatibility of the proposed fence within the heritage precinct.

d) The precinct is in an established developed area where further development of land would be less than newer areas.

The purpose of the proposed heritage precinct is to recognise and protect the heritage values and characteristics as outlined in the datasheet. The information contained in the datasheet is publicly accessible and forms the basis for assessment under the C6.0 Local Historic Heritage Code, reports by qualified heritage consultants is not a requirement of the Code for development in heritage precincts.

The statutory assessment timeframe for planning applications is governed by the Land Use Planning and Approvals Act 1993 and applies irrespective of whether a property is affected by a local heritage listing.

The scope of any heritage assessment is undertaken on a case-by-case basis and depends on the nature and scale of the proposed works and the particular heritage values affected.

Council provides assistance to property owners through free pre-lodgement advice from Heritage and Planning Officers to help applicants understand heritage requirements and identify appropriate design responses at an early stage. In addition, Council's 2026/27 Fees and Charges include a waiver of planning application fees for heritage-only residential applications (only the advertising fee is applicable). This fee waiver has also been extended to non-contributory properties within a heritage precinct for the 2026/27 financial year. Certain repair and maintenance works may also be exempt from requiring a planning permit.

e) The information contained in a council brochure regarding insurance for a local heritage property was intended as a guide only and contained a disclaimer that 'City of Launceston cannot provide legal or insurance advice. For detailed information on insurance policies, please contact your insurance broker'. This brochure does not form part of the amendment application.

f) All properties proposed to be included in the Mayne Street Heritage Precinct have been graded as either 'contributory' or 'non-contributory'. These terms are defined in the datasheet and the properties are detailed in the Heritage Precinct Map at Figure 1. The definitions of these terms are as follows:

***Contributory:** A contributory place holds local historic heritage significance, contributing to the character of a heritage precinct. Together with other related places, it helps demonstrate the precinct's overall historic, aesthetic, or architectural value, creative or technical achievement, class or representativeness, or associative value. While generally intact externally, contributory places may show changes that do not diminish their contribution to the precinct.*

***Non-Contributory:** A non-contributory place is a building or element, that by virtue of its location, is within a local heritage precinct but does not have values, features,*

or characteristics of heritage significance. These places are included within a heritage precinct because any development of the place may impact on the cultural heritage significance of the precinct or adjacent significant or contributory places.

g) *The submitter's comments regarding conservation incentives, fee relief and streetscape investment are noted and are constructive suggestions that may assist in supporting heritage outcomes more broadly. However, such matters are beyond the scope of the current planning scheme amendment, which assesses the identified heritage significance of the proposed precinct against the relevant heritage assessment criteria.*

h) *Council held a non-statutory engagement in late 2025 where feedback was sought on the proposed Mayne Street Heritage Precinct, in addition to the exhibition of this planning scheme amendment from late June to late July 2026, in accordance with the requirements of LUPAA. Following exhibition, Council is required to consider all representations received and prepare this Section 40K Report. This report will be heard before a Council meeting and submitters have the opportunity to attend the meeting and speak to their representations.*
The Section 40K report is provided to the Tasmanian Planning Commission (TPC), which is responsible for making the final decision on the amendment. As part of its assessment process, the TPC will generally hold public hearings to better understand the issues and concerns raised in representations before reaching a determination.

i) *A summary of the key issues raised by the submitter is detailed in this Section 40K report, as required by the planning scheme amendment process, and a copy of the full representation has been provided to the Tasmanian Planning Commission.*

j) *Further questions were asked that generally accord with the responses provided above. The questions do not relate to planning matters of the draft amendment.*

Merit of representation 3:
Under the 'features' section of the datasheet, European street trees are described as predominant, which will be revised to read 'tree lined streetscapes, including native and introduced species' in response to information submitted by representation 3.
No further modifications to the amendment are recommended as a consequence of this representation.

Representation 4: 44 and 75 Mayne Street, Invermay

Summary:

a) Questions the appropriateness of progressing heritage protection measures based on findings and recommendations originating from the Launceston Conservation Study undertaken approximately 50 years ago.
b) A heritage listing may result in increased insurance premiums for affected properties, notwithstanding information provided by Council on this matter that indicates insurance costs do not increase if a local heritage listing is applied.
c) Heritage controls may result in additional costs beyond ordinary maintenance, including compliance costs, and may restrict future development, renovation, and improvement opportunities compared to non-listed properties.
d) Heritage listing may negatively affect property marketability and future sale prospects due to perceived additional obligations imposed on prospective purchasers.
e) Notes a strong personal connection to Ellenwood Cottage at 44 Mayne Street, which was built by the submitter's great-grandfather and has remained in family ownership and occupation for six generations.
f) The submitter considers that the historic character, visual cohesion and integrity of Mayne Street have been substantially diminished by infrastructure development, dwelling removals, the introduction of commercial and industrial activities, and the loss

of a number of locally significant landmarks and features, resulting in a streetscape that differs markedly from its historic character and appearance.

g) It appears that greater emphasis is being placed on the protection of built fabric than on the wellbeing and interests of residents.

h) Considers that Mayne Street and Invermay are not affluent areas and that the proposed heritage precinct may impose an unnecessary financial burden on residents. Suggests that, if the precinct is considered to be in the broader community interest, Council should consider providing financial assistance or support measures to affected property owners.

Officer response:

a) As noted by the submitter, the heritage significance of Mayne Street Heritage Precinct has been identified in a study as early as 1977 (Launceston National Estate Conservation Study). Since then, the significance of the precinct has been assessed in a subsequent 2007 Heritage Study undertaken on behalf of the City of Launceston, as well as more recently by Council's Heritage Officer who prepared the draft datasheet for the Mayne Street Heritage Precinct based on historic research and site visits.

b) Insurance requirements are not a matter for consideration of the amendment. Notwithstanding, the information contained in the brochure was informed by an investigation into this matter by Council's Heritage and Governance teams, who found that "heritage status, on its own, should have no effect on insurance premiums. The insurance premium should reflect the age, construction and physical condition of the building or structure, whether it is heritage-listed or not".
The information contained in the brochure regarding insurance for a local heritage property was intended as a guide only and contained a disclaimer that 'City of Launceston cannot provide legal or insurance advice. For detailed information on insurance policies, please contact your insurance broker'.

c) The purpose of applying a heritage listing to a property is to ensure that the identified heritage values of the site are retained. Table 6.4.1 of the Local Historic Heritage Code specifies that "maintenance and repairs that do not involve removal, replacement or concealment of any external building fabric" in a heritage precinct is exempt from requiring a permit. The development standards for a heritage precinct relate to demolition and buildings and works, and the assessment considerations encourage outcomes that are responsive to the identified heritage significance of the precinct. In instances where heritage is the only permit trigger and all acceptable solutions are met, the application would be a No Permit Required development.

d) There is no requirement for planning to take into consideration the impact on property value for any assessment.

e) 44 Mayne Street is graded as a 'contributory' property, recognising its contribution to the significance of the Mayne Street Heritage Precinct.

f) While the subject area has evolved and developed over time, the significance remains evident and continues to form a 'homogenous historic precinct' as outlined in the datasheet. The statement of local historic heritage significance and values assesses that the precinct meets the following identified criteria for listing places in a local heritage schedule:

(a) its role in, representation of, or potential for contributing to the understanding of:
(i) local history;
(ii) creative or technical achievements;
(iii) a class of building or place; or
(iv) aesthetic characteristics.

(b) its association with the life or works of a person, or group of persons, of importance to the locality or region.

g) *Objective 2.3(b) of Council's Strategic Plan includes the following statement that highlights that heritage is considered alongside community needs:*

> *Ensure that significant heritage elements are respected while addressing the future housing, commerce and recreational needs of the community.*

It is important to note that heritage listings do not prevent works or development from being undertaken but rather allow for an assessment of proposals where a planning permit is required to ensure they are in keeping with the identified heritage values of a place or area.

h) *Council provides assistance to property owners through free pre-lodgement advice from Heritage and Planning Officers to help applicants understand heritage requirements and identify appropriate design responses at an early stage.*

The submitter's comments regarding financial assistance or support measures are noted and are constructive suggestions that may assist in supporting heritage outcomes more broadly. However, such matters are beyond the scope of the current planning scheme amendment, which assesses the identified heritage significance of the proposed precinct against the relevant heritage assessment criteria.

In addition, Council's 2026/27 Fees and Charges include a waiver of planning application fees for heritage-only residential applications (with only the advertising fee payable). This fee waiver has also been extended to non-contributory properties within a heritage precinct for the 2026/27 financial year. Certain repair and maintenance works may also be exempt from requiring a planning permit.

Merit of representation 4:
This representation contains merit and consideration, however it does not warrant change to the recommendation for the amendment.

Further to these representations, TasWater issued a Submission to Planning Authority Notice for the proposed amendment (ref: 6/07/2026, TWDA 2026/00726-LCC), they did not have any objections or any formal comments in response to the proposed amendment. The application has been referred to Heritage Tasmania as the area includes a place listed on the Tasmanian Heritage Register and subject to the *Historic Cultural Heritage Act 1995*. In their response, Heritage Tasmania outline that they support the recognition of identified local historic heritage values through the planning scheme. Heritage Tasmania also notes the inclusion of Invermay Primary School (THR 4465) within the precinct study area. As THR 4465 is entered on the Tasmanian Heritage Register, clause C6.2.3 of the Local Historic Heritage Code provides that the code does not apply to development on the registered place, except in relation to significant trees. Accordingly, the proposed precinct provisions would principally apply to the surrounding non-THR properties within the precinct.

4. RECOMMENDED MODIFICATIONS

As identified above, the following modifications to the amendment are recommended:

a. Amend the Mayne Street Heritage Precinct datasheet to:
   - Include 'Queen' street in the precinct extent description.
   - Update the aesthetic characteristics description to include a reference to the building styles found in the secondary streets surrounding Mayne Street.
   - Update the description of the features to reference both native and introduced tree species.

Following the exhibition of the application, it was identified by Council Officers that minor changes to the mapping and datasheet were required, which include the following:

a. Amend the Tasmanian Planning Scheme Local Provisions Schedule - Launceston maps to reduce the extent of the heritage mapping curtilage applied to 60 Mayne Street, Invermay. The updated mapping has been prepared to reflect the current application for subdivision at the rear of the site along the Home Street frontage, while ensuring that the proposed curtilage would continue to maintain and manage the heritage values of the place and the broader precinct.
b. Amend the Mayne Street Heritage Precinct datasheet to correct typographical errors and remove the description associated with 'social significance' and insert 'no content' as it is considered that further research would be required to establish the social significance of the precinct.
c. Amend the Mayne Street Heritage Precinct datasheet to:
   i. Include 'Queen' street in the precinct extent description.
   ii. Update the aesthetic characteristics description to include a reference to the building styles found in the secondary streets surrounding Mayne Street.
   iii. Remove the description associated with 'social significance' and insert 'no content'.
   iv. Correct typographical errors.
   v. Update the description of the features to reference both native and introduced tree species.

5. STATEMENT ON THE SATISFACTION OF THE LPS CRITERIA

Section 40K(2)(d) of LUPAA requires a statement as to whether the draft amendment of an LPS meets the LPS criteria. An assessment of the draft amendment in response to Section 34 LPS Criteria was included as an attachment to the Council agenda on the 11 June 2026. Following consideration of the representations it is considered that the S34 criteria are met by the draft amendment.

6. CONCLUSION

Representations received during public exhibition do not merit any changes to the recommendation for the amendment. A number of minor modifications have been identified for the datasheets that form part of the draft amendment, these are considered to satisfy Section 34 of the LUPAA. It is recommended that Council as the Planning Authority support the implementation of the draft amendment with minor modifications.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. PSA-LLP0038 Mayne Street Heritage Precinct Mechanism [**11.1.1** - 2 pages]
2. PSA-LLP0038 Mayne Street Heritage Precinct Datasheet [**11.1.2** - 20 pages]
3. CONFIDENTIAL REDACTED - PSA-LLP0038 Mayne Street Heritage Precinct Representations CONFIDENTIAL ATTACHMENT [**11.1.3** - 12 pages]

11.2. DA0404/2026 - 15 Negara Street, Norwood - Residential - Construction of a Dwelling

FILE NO: DA0404/2026

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

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant	Tiffany Heys
Site	15 Negara Street, Norwood
Proposal	DA0404/2026 - Residential - Construction of a Dwelling
Zoning	General Residential
Codes	C2.0 Parking and Sustainable Transport Code C3.0 Road and Railway Assets Code
Use Class	Residential
Standards assessed through performance criteria	8.4.2 Setbacks and building envelope for all dwellings - P2 & P3
Public Notification	10/10/2026 - 26/10/2026
Representations	7
Deemed Approval	24/11/2026

RELEVANT LEGISLATION:

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

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme - Launceston, a permit be granted for DA0404/2026 - Residential - Construction of a dwelling, at 15 Negara Street, Norwood, subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS
The use and development must be substantially in accordance with the endorsed plans and documents to the satisfaction of the Senior Leader City Development unless modified by a condition of the Permit:

a. Site Plan, prepared by freeform designs, Drawing No. PL.02, dated 29/09/2026 (amended plans required);

b. Ground Floor, prepared by freeform designs, Drawing No. PL.03, dated 29/09/2026 (amended plans required);
c. First floor, prepared by freeform designs, Drawing No. PL.04, dated 29/09/2026 (amended plans required);
d. Elevations, prepared by freeform designs, Drawing No. PL.05, dated 29/09/2026 (amended plans required);
e. Elevations, prepared by freeform designs, Drawing No. PL.06, dated 29/09/2026 (amended plans required); and
f. Building Envelope, prepared by freeform designs, Drawing No. PL.07, dated 29/09/2026 (amended plans required).

2. AMENDED PLANS REQUIRED

Prior to the commencement of any work, amended plans must be submitted to the satisfaction of the Senior Leader City Development to replace plans annotated as "Amended Plans Required" and attached to the Permit. Once approved, these amended plans will be endorsed and will then form part of the Permit. The amended plans must show:

a. Setback the garage from the northern side boundary and the western side boundary to retain the existing fences;
b. Reduce the height of the garage wall along the western side boundary from 2.7m to 2.0m and maintain the height for 1.5m from the western side boundary into the site; and
c. A revised colour scheme to match surrounding development.

Amended plans should include identification information such as updated revision numbers, revision date and revision description. The changes are to be highlighted in red clouds or a format agreed with the planning officer.

3. LEGAL TITLE

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

4. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2026/01296-LCC dated 16/10/2026 and attached to the permit.

5. HOURS OF CONSTRUCTION

a) Unless otherwise approved in writing by the Senior Leader Health and Regulations, construction activities must only be carried out between the hours of:
   i. Monday to Friday - 7 am to 6 pm; and
   ii. Saturday - 8 am to 6 pm.

b) Notwithstanding the above paragraph, construction activities must not be carried out on public holidays that are observed state-wide (Easter Tuesday excepted).

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

7. NO BURNING OF WASTE
No burning of any waste materials, including removed vegetation, generated by the development to be undertaken on-site. Any such waste materials are to be removed to a licensed waste disposal facility (e.g. Launceston Waste Centre), reclaimed or recycled.

8. BUILDING ACT 2016 REQUIREMENTS
Prior to acting on this permit, it is recommended that an architect, a licensed building practitioner such as a building surveyor or a building designer be consulted to determine the requirements for any associated building, plumbing or demolition work under the *Building Act 2016.*

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

10. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE
Prior to commencing any works in (or requiring the occupation of) the Road Reserve the applicant must receive written authorisation from the Road Asset Owner within the City of Launceston.

This includes but is not limited to occupying space with skip bins, construction equipment, hoarding, scaffolding, the use of machinery and facilitating service connections.
Any implementation of temporary traffic controls will also require written approval.

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

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

13. PROTECTION OF PIPELINES

The existing underground Council pipes are to be located, both in alignment and depth, prior to the start of construction and all necessary steps taken to protect these pipes from damage during the construction process, including from vehicular access over the pipes, or from loads transmitted to the pipes from the proposed development. This shall be achieved in the following manner:

a. Footings must be no closer than 1.5 metres from the outer edge of the pipe,
b. Footings must extend below the line of influence, being a line rising at 45 degrees from the invert of the pipe,
c. There must be a minimum clear space between buildings or substantial structures of at least 3 metres in width to allow maintenance along the line of the pipe.
d. Manholes or inspection openings are not to be covered and must remain accessible at all times.

No work over or immediately adjacent to the pipe is to commence without the written permission of the Chief Executive Officer or their delegate pursuant to Section 13 of the *Urban Drainage Act 2013.*

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0404/2026. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

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

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

B. Restrictive Covenants

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

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

C. Appeal Provisions

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

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

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

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

E. Fixed Equipment Use
Use of fixed equipment (e.g. heat pumps, water pumps, swimming pool pumps) is subject to the Environmental Management and Pollution Control (Noise) Regulations 2016 or any subsequent versions of this regulation.

REPORT:

1. THE PROPOSAL

The development seeks to develop a two-storey, three-bedroom dwelling on the property.

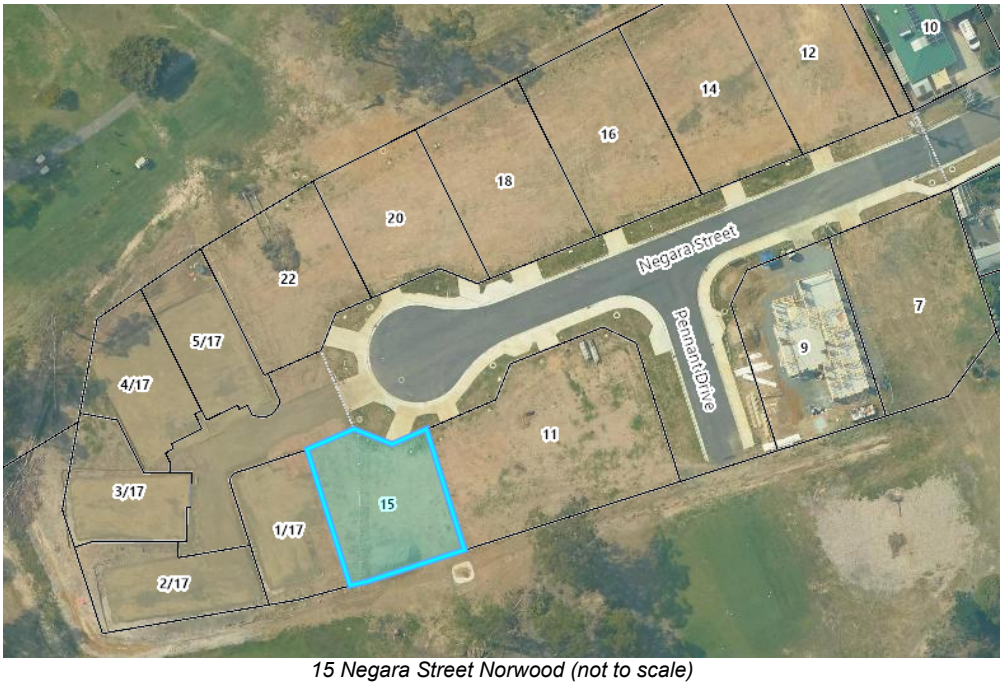
The dwelling will be setback 1.51m from the front boundary, built to the northern and western side boundaries, 3.0m from the eastern side boundary, and 1.5m from the rear boundary. It will have a maximum height of 6.53m. The garage will be built to the western side boundary for a length of 7.3m at a height of 2.7m, and built to the northern side boundary for a length of 7.56m with a scaling height from 2.7m to 3.4m.

The dwelling will have a site coverage of 209sqm (41%), with private open space located along the western and rear boundaries. It will be connected to all reticulated services. Two car parking spaces are proposed.

An amended plan condition is recommended to reduce the garage walls impact on the adjoining properties facing the northern and western side boundaries. The condition is a result of the applicants consideration of the representations received.

A residential use is No Permit Required within the zone, however due to the dwellings protrusion outside of the envelope and proximity of the garage to the front boundary, reliance on the performance criteria is required.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



15 Negara Street Norwood (not to scale)

The subject site is located at 15 Negara Street, Norwood. The 509sqm property is constrained due to a 3.0m wide drainage easement along the eastern boundary. The property has existing access to Negara Street along an irregular frontage. It is located at the cul-de-sac at the end of the street. It is zoned General Residential with no applicable overlays. It is a broadly flat property and is currently vacant.

The property is newly developed through a 12 lot subdivision extension of Negara Street. Of the 12 new lots, four lots are fully developed, including a five unit development adjoining the property to the west. One other property is currently under construction, and with the exception of two other lots, all others have approvals for dwellings. The site otherwise sits surrounded by the Launceston Golf Club.

Two Section 71 Agreements exist on the title that relate to water storage associated with the golf club and conditions of the previous subdivision permit. None of the particulars of the agreements effect the current application.

3. PLANNING SCHEME REQUIREMENTS

The full assessment against the Tasmanian Planning Scheme - Launceston is detailed in Attachment 1. Standards assessed through performance criteria are addressed in the table below.

8.0 General Residential Zone

The purpose of the General Residential Zone is: 8.0.1 To provide for residential use or development that accommodates a range of dwelling types where full infrastructure services are available or can be provided. 8.0.2 To provide for the efficient utilisation of available social, transport and other service infrastructure. 8.0.3 To provide for non-residential use that: (a) primarily serves the local community; and (b) does not cause an unreasonable loss of amenity through scale, intensity, noise, activity outside of business hours, traffic generation and movement, or other off site impacts. 8.0.4 To provide for Visitor Accommodation that is compatible with residential character.
Consistent The proposal for a new dwelling within a residential zone utilising available infrastructure services meets the purpose of the zone.

8.4.2 Setbacks and building envelope for all dwellings

The siting and scale of dwellings: (a) provides reasonably consistent separation between dwellings and their frontage within a street; (b) provides consistency in the apparent scale, bulk, massing and proportion of dwellings; (c) provides separation between dwellings on adjoining properties to allow reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space; and (d) provides reasonable access to sunlight for existing solar energy installations.
Consistent The dwelling demonstrates consistent separation between dwellings and the street frontage, consistency in scale and bulk, and appropriate access to sunlight, meeting the objective.
A2 A garage or carport for a dwelling must have a setback from a primary frontage of not less than: (a) 5.5m, or alternatively 1m behind the building line; (b) the same as the building line, if a portion of the dwelling gross floor area is located above the garage or carport; or (c) 1m, if the existing ground level slopes up or down at a gradient steeper than 1 in 5 for a distance of 10m from the frontage.
Relies on Performance Criteria The garage is setback 1.51m from the front boundary, and as such is unable to meet the Acceptable Solution and is reliant on the Performance Criteria.

P2 A garage or carport for a dwelling must have a setback from a primary frontage that is compatible with the setbacks of existing garages or carports in the street, having regard to any topographical constraints.

Complies

The assessment of this clause must consider the garage and whether or not it is compatible with the setbacks of existing garages or carport in the street. Compatible is not defined within the scheme, however its broadly accepted definition is within broad correspondence or harmony with the existing area. This means that two things can be compatible if they can coexist without clashing, even if they are not identical.

Shadow diagrams were provided by the applicant to assist in the assessment of the proposal.

Importantly, the assessment does not require that the setback is consistent with other garages, that is, similar in its setbacks, only that it is compatible. Notwithstanding, it is appropriate to understand the existing garage and carport setback arrangements for the 19 properties that have frontage to Negara Street.

#	Address	Structure	Setback
1	12 Negara Street	Carport	900mm
2	14 Negara Street	Vacant	Vacant
3	16 Negara Street	Vacant	Vacant
4	17 Negara Street	Garage	4.58m
5	20 Negara Street	Vacant	Vacant
6	22 Negara Street	Vacant	Vacant
7	17 Negara Street	Garage	17.20m
8	11 Negara Street	Vacant	Vacant
9	9 Negara Street	Garage	4.5m
10	7 Negara Street	Vacant	Vacant
11	2 Warragul Street	Carport	3.30m
12	3 Negara Street	Garage	7.70m
13	82 Norwood Avenue	Garage	11.90m
14	80 Norwood Avenue	Carport	14.30m
15	2 Negara Street	Garage	7.60m
16	4 Negara Street	Carport	7.20m
17	6 Negara Street	Carport	7.30m
18	8 Negara Street	Carport	11.85m
19	10 Negara Street	Carport	700mm

The above demonstrates that there is no uniform development pattern for carports or garages. They range from less than 1.0m to more than 11.0m. There is no conventional setback alignment, and the street has the ability to provide for garages and carports at different distances from the frontage.

Further, the setbacks from the frontage are viewed differently depending on their type, location, and situational circumstance. The road reserve of Negara Street is 15.0m wide

for the majority of the street, widening to 25.0m at the end of the cul-de-sac. The road itself is 6.50m wide for the majority of the street, widening to 17.0m at the cul-de-sac. The majority of properties have an existing crossover onto Negara Street, and a pedestrian footpath is located along the southern side of the street and continues around the cul-de-sac where it then terminates. No street trees exist.

Due to the road reserve varying in width, the apparent setback and its impact varies depending on the road reserve width. A garage or carport fronting Negara Street meeting a 4.5m setback but with a shorter landscaped reserve has a different impact than a garage or carport closer to the frontage but with a larger landscaped reserve. The subject site is setback at the end of the cul-de-sac. While the garage itself is setback 1.51m from the front boundary, there is a further 9.20m from the front boundary to the road verge.

In this instance, the setback is considered to be in broad harmony with the existing garages and carports within the street, meeting the Performance Criteria.

A3 A dwelling, excluding outbuildings with a building height of not more than 2.4m and protrusions that extend not more than 0.9m horizontally beyond the building envelope, must:

(a) be contained within a building envelope (refer to Figures 8.1, 8.2 and 8.3) determined by:
  (i) a distance equal to the frontage setback or, for an internal lot, a distance of 4.5m from the rear boundary of a property with an adjoining frontage; and
  (ii) projecting a line at an angle of 45 degrees from the horizontal at a height of 3m above existing ground level at the side and rear boundaries to a building height of not more than 8.5m above existing ground level; and
(b) only have a setback of less than 1.5m from a side or rear boundary if the dwelling:
  (i) does not extend beyond an existing building built on or within 0.2m of the boundary of the adjoining property; or
  (ii) does not exceed a total length of 9m or one third the length of the side boundary (whichever is the lesser).

Relies on Performance Criteria

The front setback is set by Acceptable Solution A1 at 1.51m.

The western side boundary has a length of 25.0m. The garage extends 7.3m (less than one third the length of the boundary) and is 2.7m high, meeting A3(a)(ii) and A3(b)(ii). However, the northern side boundary has a length of 9.11m. As the garage extends 7.56m along this boundary, more than one third the length, and has a height of 3.4m, it is unable to meet A1(a)(ii) and A3(b)(ii).

Reliance on the performance criteria is sought.

P3 The siting and scale of a dwelling must:

(a) not cause an unreasonable loss of amenity to adjoining properties, having regard to:
  (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property;
  (ii) overshadowing the private open space of a dwelling on an adjoining property;
  (iii) overshadowing of an adjoining vacant property; and
  (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property;

(b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area; and
(c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on:
    (i) an adjoining property; or
    (ii) another dwelling on the same site.

Complies
The criteria requires that the dwellings siting and scale must be appropriate for the site, considering its impacts to adjoining properties.

Unreasonable is not defined within the scheme but is considered to be something immoderate or exorbitant.

Amenity is defined within the scheme as:

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.
The clause does not mean that no change is able to occur. It means that when a change in amenity is proposed, it must not be so immoderate or exorbitant that the amenity is lost. The property has two adjoining properties, the five unit development at 17 Negara Street, and the property at 11 Negara Street, over which a dwelling is currently being constructed.

A consideration of the assessment criteria is undertaken below.

The siting and scale of a dwelling must (a) not cause an unreasonable loss of amenity to adjoining properties, having regard to:

(i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining property
The assessment below considers the shadowing taking place from June 21, the shortest day of the year. Shadow diagrams were provided by the applicant to assist in the assessment of the clause.

11 Negara Street
There will be no overshadowing of any habitable room of the dwelling.

17 Negara Street
The adjoining unit 1 has two windows facing the eastern side boundary, a large dining room window and a smaller living room window. There is also a combined sliding door and window facing north and opening up onto the courtyard.

Dining & living room windows
The existing situation shows the two windows receiving some sunlight at 9.00am which increases throughout the day, and by 12.00pm they both receive full direct light.

The shadow diagrams show that there will be an increase in shadow from 9.00am, with direct sunlight slowly increasing throughout the day until 1.00pm when the window receive full direct sunlight.

Sliding door & window
Shadow analysis shows that due to the existing fencing, the door and window receives partial light between 9.00am and 12.00pm. Between 12.00pm and 2.00pm it receives full sunlight, and then partial thereafter due to the fence.

The diagrams show a similar situation, the new development will contribute to some further shadow between 9.00am and 11.00pm, but by 12.00pm onwards will not shadow the window or door.

While the development will increase overshadowing to habitable room windows and doorways, they will still maintain sunlight throughout the day. As the windows and doorway area able to receive sunlight, it is considered the shadow caused by the development is acceptable.

(ii) overshadowing the private open space of a dwelling on an adjoining property

11 Negara Street
There will be no further overshadowing of any areas of private open space.

17 Negara Street
Unit 1/17 Negara Street contains approximately 130m² of private open space, with the two main spaces being a courtyard towards to the front of the unit and a rear yard. There is an existing 1.8m high fence along the eastern side boundary, shared with the subject site.

The diagrams indicate that:

9.00am
A 13.0sqm area between the dwelling and the back fence that currently receives direct sunlight will be overshadowed. The remainder of the area is already in shadow, with the development not increasing the existing shadow.

10.00am
A 33sqm area between the dwelling and the back fence and into the rear yard currently receives sunlight. This will be reduced to 13.0sqm. A 2.70sqm area in the courtyard received direct sunlight, this will be reduced to 1.20sqm. The remainder of the area is already in shadow, with the development not increasing the existing shadow.

11.00am
There is a 39sqm area in the rear yard that receives direct sunlight. The development will not cause any overshadowing within this area. There is a 3.50sqm area within the front courtyard that receives direct sunlight. This will be reduced to 2.70sqm. The remainder of the area is already in shadow, with the development not increasing the existing shadow.

12.00pm
There is a 39.50sqm area in the rear yard that receives direct sunlight. The development will not cause any overshadowing within this area. There is a 2.60sqm area within the front courtyard that receives direct sunlight. This will be reduced to 2.40sqm. The remainder of the area is already in shadow, with the development not increasing the existing shadow.

1.00pm
There is a 40.0sqm area in the rear yard, along the side boundary, and partially into the front courtyard that receives direct sunlight. The development will reduce this to 35.80sqm.

2.00pm
There will only be a minimal shadow along the side boundary, approximately 1.50sqm.

Broadly, the shadow impact will be felt in the morning, but by 11.00am will increase to relatively normal levels. Importantly, the front courtyard is currently overshadowed as a result of the fence. However, As the fence is not solid, sunlight is still able to penetrate. Due to the suns location at the time of the year, even though a shadow is cast, a person sitting in the courtyard swill still be able to receive access to sunlight.

Overall, the loss of sunlight is not considered unacceptable, and does not cause an unreasonable loss of amenity.

(iii) overshadowing of an adjoining vacant property

The site does not adjoin any vacant property.

(iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining property

11 Negara Street
The dwelling will be setback 3.0m from the boundary of the adjoining property, with the adjoining dwelling setback 2.0m from the common boundary. The proportions, scale, and bulk of the dwelling is broken up through colour pallets and design to assist in reducing the visual back and ensuring a reasonable level of amenity.

17 Negara Street
The primary visual impact will be to the unit at 1/17 Negara Street and the common boundary of 17 Negara Street.

1/17 Negara Street
When considering the impact on the unit at 1/17 Negara Street, the wall of the garage is considered to be the section of the dwelling that will cause the most impact. The remainder of the dwelling is of an expected scale and bulk for the type of dwelling located within the street and has been designed to meet relevant standard where possible to assist in minimising visual impacts when viewed from adjoining properties. It has utilised recesses, height changes, different materials and colours to allow variation to break up the scale and bulk of the dwelling.

The western garage wall will be built on the western side boundary of the adjoining property for a length of 7.31m and a height of 2.70m. The wall will be constructed out of brick. There is an existing 1.8m high solid wooden boundary fence between the two properties. The wall would protrude 900mm above this existing level. The wall will primarily be visible from the front courtyard and living room window.

The wall itself is brick, which is consistent with the brick development at 1/17 Negara Street, albeit a difference colour. The apparent scale is approximately 900mm greater than the existing fence height along the boundary. The wall length of 7.31m was chosen to

allow compliance with Acceptable Solution A3(b)(ii), as was the height. The wall would only be fully visible from the front courtyard and living room window. From the dining room window and rear yard, it would either be obscured or obstructed. Whilst built on the boundary, its apparent bulk would be similar to a garage setback from the boundary at a greater height.

An existing dwelling next to a vacant lot utilises a borrowed amenity. In a new residential subdivision is expected that a vacant lot will be developed. Accordingly, it is expected that the existing amenity will change. The unit itself will still enjoy open views to the golf course, sunlight will still penetrate areas of open space, as well as into the windows. The wall will not be visible in its entirety from every aspect of the adjoining property and will still allow sky views. The garage itself will sit lower than the unit, which has a height of 3.92m.

Whilst the development would result in a change to the current amenity of the adjoining unit, it is not considered so excessive and so immoderate that it is unreasonable. The apparent scale and proportions of the dwelling are appropriate, with the development utilising its space on an irregular shaped and constrained site.

Common property 17 Negara Street
The northern garage wall will be built on the northern side boundary of the adjoining property for a length of 7.56m, with a height of 2.7m in the north-western corner angling up to a height of 3.4m. The wall will be constructed out of brick. There is an existing 1.8m high wooden boundary fence between the two properties. The wall would protrude 900mm to 1.9m above this fenceline.

Whilst noticeable from the common property, the bulk and proportions of the dwellings are considered appropriate.

The dwelling, including the garage, has been designed to utilise the irregular shape and constraints of the subject site. The garage is considered to be the primary concern for visual impact on the neighbouring property. It will primarily be visible when driving into the site through the access strip and visitor parking area. The common property has a 3.4m wide vegetated strip with plantings. This vegetation will assist in screening any adverse visual impact.

Similarly to the previous discussion, the current amenity enjoyed through the common area is borrowed, and there is an expectation that the development of the vacant lot will occur. The garage wall itself will sit lower than unit 1, and whilst will be a different colour, will maintain a brick façade and add to the visual chemistry and eclectic mix of development in the street.

So whilst the amenity will change, the scale and bulk of the dwelling is considered appropriate and is not considered to cause an excessive loss of residential amenity.

The siting and scale of a dwelling must (b) provide separation between dwellings on adjoining properties that is consistent with that existing on established properties in the area.

The dwelling would be separated from Unit 1 by 1.5m, and the dwelling at 11 Negara Street by 5.0m. Separation distances within the surrounding area vary significantly. Units 4 and 5 at 17 Negara Street are separated by 1.27m, with the separation between 80

Norwood Avenue and 2 Negara Street being 18.0. There are however consistent closer separation distances with many of the properties within the surrounding area being constructed close to side boundaries.

The siting and scale of a dwelling must (c) not cause an unreasonable reduction in sunlight to an existing solar energy installation on:

(i) an adjoining property; or
(ii) another dwelling on the same site.

There are no existing solar energy installations on either of the adjoining properties.

Post advertising, private discussions between the owner and the representors occurred, with the intention of agreeing to a minor revised design that would alleviate concerns. As a result of these discussions, the applicant proposes the following changes:

a) Setback the garage from the northern side boundary and the western side boundary to retain existing fences; and
b) Reduce the height of the garage wall along the western side boundary from 2.7m to 2.2m, and maintain the height for 1.5m stepped in from the western side boundary into the site;
c) A revised colour scheme for the bricks to be compatible with surrounding development.

The above changes are considered to be minor in nature, and it is appropriate to recommend a condition ensuring their implementation. The changes will reduce the overall bulk and scale of the proposal, and will not increase any overshadowing then indicated within the advertised plans.

The siting and scale of the dwelling will not cause unreasonable loss of amenity to adjoining properties, using scale and design that reduces visual bulk, and maintains appropriate separation. The proposal complies with the Performance Criteria.

4. REFERRALS

REFERRAL	COMMENTS
INTERNAL	
Development Services	Conditions recommended.
Environmental Health	Conditions recommended.
Heritage/Urban Design	N/A
Building and Plumbing	Standard notes recommended for the permit.
EXTERNAL	
TasWater	Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA 2026/01296-LCC.
Building Tasmania	N/A
TasFire	N/A
Tas Heritage Council	N/A
Crown Land	N/A

TasRail	N/A
EPA	N/A
Aurora	N/A

5. REPRESENTATIONS

Pursuant to Section 57 of the *Land Use Planning and Approvals Act 1993*, the application was advertised for a 14 day period from 10 October 2026 to 26 October 2026. Seven (7) representations were received.

The issues raised are summarised in the following table. Whilst the summary attempts to capture the essence of each issue raised it should be read in conjunction with the representations received which are attached to this report.

The three broad concerns relate to the garages intrusion into the front setback, and visual impact caused by the developments location, and overshadowing.

Comment **Clause 8.4.2 - P2** **(a) The application fails to demonstrate that the garage setback is compatible with other garages or carports within Negara Street.** **(b) The reliance on the carport at 2 Warragul Street as an example is adequate, as this frontage is a secondary frontage, not a primary frontage. The example is not equivalent. The performance criteria expresses concerns itself with a setback from a primary frontage.** **(c) If approved, it will influence other garage locations for dwellings within the street, in particular 22 Negara Street.** **(d) Most garages within the street are setback in line with or behind the dwellings.** **(e) The garage will be visible from much of the length of Negara Street due to the properties location, causing visual intrusion onto the streetscape.**
Response *(a) An assessment of the clause concludes that the garage is compatible with other garages within the street.* *(b) The performance criteria does not expressly state primary frontage, any garage or carport on any frontage can be considered.* *(c) If approved, its ability to influence other development is not a consideration of assessment. However, as a point of notice, 22 Negara Street has an approval for a dwelling with a garage setback 2.53m from the front boundary.* *(d) There is no consistency with garage or carports within the street. Assessment must consider the proposals compatibility with these garages, not consistency.* *(e) While it will be visible, it will sit below the height of the unit at 17 Negara Street.*
Comment **Clause 8.4.2 - P3** **(a) The uninterrupted length, solid built form, height, and proximity to adjoining habitable windows cause an unreasonable loss of amenity through visual impact. The development would take away from the**

	sense of openness in a golf course setting, replacing the current perception of open space with built form. **(b) The new dwelling will overshadow habitable room windows and areas of private open space. This includes a dining and living area, and a front courtyard.** **(c) The development on the boundary is not providing consistent separation between dwellings.** **(d) Greater separation and setbacks will reduce visual impacts and improve sunlight.** **(e) The shadow diagrams require further clarity.** **(f) The northern wall of the garage occupies approximately 84% of the boundary, and appears to exceed the intended maximum extent of the wall on boundary development.** **(g) no consideration to colours or detailing provided**
Response: *(a) The assessment of the clause has determined that the visual impact is not so excessive that there is an unreasonable loss of amenity. When viewed from unit 1/17 Negara Street, the wall will extend 900mm above the existing 1.8m high fence. When viewed from the common property, planted gardens will assist in reducing visual bulk. A sense of openness to the golf course would be retained. It would be unreasonable to expect a vacant property to be developed without any impact on amenity to neighbouring properties. Notwithstanding, a condition requiring the height of the garage be reduced is recommended.* *(b) Shadow diagrams and analysis clearly demonstrate the impact of overshadowing of unit 1/17 Negara Street. The shadow impact is considered to be reasonable.* *(c) Separation distances vary and the development demonstrates consistency.* *(d) Greater separation does not necessarily mean a reduction if visual impact or improved sunlight. The proposal could theoretically be amended to fit wholly within the prescribed building envelope that would result in a greater built form and increased overshadowing without requiring any discretion.* *(e) The scheme allows for some overshadowing in a residential setting, so long as it is considered to be reasonable.* *(f) The wall is unable to meet the acceptable solution and relies on the performance criteria. There is no intended maximum extent. The proposal either meets the prescribed requirements of the acceptable solution or considers the performance criteria.* *(g) The proposed brick is considered appropriate in a residential setting. It would be considered unreasonable for adjoining property owners to control the colour scheme of a dwelling on a freehold title.*	

6. CONCLUSION

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. DA0404/2026 - 15 Negara Street, Norwood - Planning Scheme Assessment [**11.2.1** - 13 pages]
2. DA0404/2026 - 15 Negara Street, Norwood - Plans to be Endorsed [**11.2.2** - 6 pages]
3. DA0404/2026 - 15 Negara Street, Norwood - Shadows - 3D - Backyard [**11.2.3** - 2 pages]
4. DA0404/2026 - 15 Negara Street, Norwood - Shadows - 3D - Courtyard [**11.2.4** - 2 pages]
5. DA0404/2026 - 15 Negara Street, Norwood - Shadows - Comparison [**11.2.5** - 1 page]
6. DA0404/2026 - 15 Negara Street Norwood - TasWater SPAN [**11.2.6** - 2 pages]

11.3. DA0411/2026 - 71 David Street, Newstead - Residential - Construction of Alterations and Additions to a Dwelling

FILE NO: DA0411/2026

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

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant	S Group
Site	71 David Street, Newstead
Proposal	DA0411/2026 - Residential - Construction of Alterations and Additions to Dwelling
Zoning	General Residential
Codes	C2.0 Parking and Sustainable Transport Code
Use Class	Residential
Standards assessed through performance criteria	8.4.2 Setbacks and building envelope for all dwellings - P1 & P3
Public Notification	07/10/2026 - 22/10/2026
Representations	3
Deemed Approval	24/11/2026

RELEVANT LEGISLATION:

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

STANDARDS REQUIRING PLANNING DISCRETION:

8.4.2 Setbacks and building envelope for all dwellings - P1

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Tasmanian Planning Scheme - Launceston, a permit be granted for DA0411/2026 - Residential - Construction of alterations and additions to a dwelling, at 71 David Street, Newstead, subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS
The use and development must be substantially in accordance with the endorsed plans and documents to the satisfaction of the Senior Leader City Development unless modified by a condition of the Permit:

a) Cover Page, prepared by S Group, Drawing No. A001, Revision A, dated 17/09/2026;
b) Site Plan, prepared by S Group, Drawing No. A002, Revision A, dated 17/09/2026;
c) Demolition Plan, prepared by S Group, Drawing No. A003, Revision A, dated 17/09/2026;
d) Proposed Ground Floor Plan, prepared by S Group, Drawing No. A004, Revision A, dated 17/09/2026;
e) Proposed Roof Plan, prepared by S Group, Drawing No. A005, Revision A, dated 17/09/2026;
f) Elevations, prepared by S Group, Drawing No. A006, Revision A, dated 17/09/2026; and
g) Shadows, prepared by S Group, Drawing No. A007, Revision A, dated 17/09/2026.

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

3. TASWATER
The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2026/01274-LCC, dated 13/10/2026 and attached to the permit.

4. HOURS OF CONSTRUCTION
a) Unless otherwise approved in writing by the Senior Leader Health and Regulations, construction activities must only be carried out between the hours of:
   i. Monday to Friday - 7 am to 6 pm; and
   ii. Saturday - 8 am to 6 pm.

b) Notwithstanding the above paragraph, construction activities must not be carried out on public holidays that are observed state-wide (Easter Tuesday excepted).

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

6. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE
Prior to commencing any works in (or requiring the occupation of) the Road Reserve the applicant must receive written authorisation from the Road Asset Owner within the City of Launceston.

This includes but is not limited to occupying space with skip bins, construction equipment, hoarding, scaffolding, the use of machinery and facilitating service connections. Any implementation of temporary traffic controls will also require written approval.

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

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

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

10. FACILITIES AND HIGHWAYS BY-LAW
Prior to the placement of any skip bin, security fencing, hoarding, shipping containers, site offices or amenities within a local highway, the person, corporation or other legal entity must seek and have issued a permit pursuant to the Facilities and Highways By-Law (No. 1 of 2021). The payment of the scheduled Occupation Fee (comprising a minimum base fee and a square metre weekly rate) is required prior to the occupation commencing. No occupation of the road reserve is permitted without approval.

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

12. DEMOLITION
The developer must:
a) protect property and services which are to either remain on or adjacent to the site from interference or damage;
b) not undertake any burning of waste materials or removed vegetation;
c) remove all rubbish from the site for disposal at a licensed waste disposal site;
d) dispose of any asbestos found during demolition in accordance with the Safe Work Australia 'How to Safely Remove Asbestos: Code of Practice, July 2020', or any subsequent versions of the document.

13. BUILDING ACT 2016 REQUIREMENTS
Prior to acting on this permit, it is recommended that an architect, a licensed building practitioner such as a building surveyor or a building designer be consulted to determine the requirements for any associated building, plumbing or demolition work under the *Building Act 2016.*

14. PROPERTY OWNERS NOT TO DIRECT STORMWATER ONTO NEIGHBOURING PROPERTIES

A property owner must ensure that stormwater is not discharged from a private stormwater system so that it causes or is likely to cause a nuisance to a neighbouring property or its residents.

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0411/2026. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

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

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

B. Restrictive Covenants

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

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

C. Appeal Provisions

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

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

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

D. Permit Commencement.

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

E. Fixed Equipment Use
Use of fixed equipment (e.g. heat pumps, water pumps, swimming pool pumps) is subject to the Environmental Management and Pollution Control (Noise) Regulations 2016 or any subsequent versions of this regulation.

F. Swimming pools in close proximity to neighbouring properties
a) All electrical equipment, including pumps, heat pumps and filters installed in association with the swimming pool must operate in compliance with the Environmental Management & Pollution Control (Noise) Regulations 2016 (or any subsequent versions of the regulations), in particular Section 7 - Fixed equipment; and
b) Pool treatment chemicals must be stored in a location that will ensure that they are kept dry.

REPORT:

1. THE PROPOSAL

The proposal seeks to undertake internal alterations and an extension to the existing dwelling resulting in a four-bedroom dwelling.

The extension will be setback 611mm from the secondary frontage (David Street), 20.76m from the primary frontage (Churchill Cresent), 8.30m from the eastern side boundary, and 17.0m from the rear boundary. It will have a maximum height of 4.95m. Along the frontage, due to the sites slope, the height varies from 3.65m to 4.95m. The extension will be finished in a white skinny brick to match the existing house.

Associated works include an inground swimming pool and paved area, along with earthworks to facilitate the development. Site coverage as a result of the development will be approximately 32%.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



71 David Street, Newstead (not to scale)

The subject site is located at 71 David Street, Newstead. The corner lot is 1,012sqm in size with a 39.0m frontage to David Street and a 31.0m frontage to Churchill Cresent.

Access is existing via David Street. The property slopes downwards from the west to the east, with a steep slope along Churchill Cresent.

The property contains a two-storey, three-bedroom dwelling, double garage, and is heavily vegetated. The property sits near the top of David Street, a heavily utilised steep road connecting Newstead to South Launceston.

Surrounding properties are predominantly residential in nature, containing single dwellings, one to two-storey's in height.

3. PLANNING SCHEME REQUIREMENTS

The full assessment against the Tasmanian Planning Scheme - Launceston is detailed in Attachment 1. Standards assessed through performance criteria are addressed in the table below.

8.0 General Residential Zone

The purpose of the General Residential Zone is: 8.0.1 To provide for residential use or development that accommodates a range of dwelling types where full infrastructure services are available or can be provided. 8.0.2 To provide for the efficient utilisation of available social, transport and other service infrastructure. 8.0.3 To provide for non-residential use that: (a) primarily serves the local community; and (b) does not cause an unreasonable loss of amenity through scale, intensity, noise, activity outside of business hours, traffic generation and movement, or other off site impacts. 8.0.4 To provide for Visitor Accommodation that is compatible with residential character.
Consistent The proposal provides for a residential use within a residential zone.

8.4.2 Setbacks and building envelope for all dwellings

The siting and scale of dwellings: (a) provides reasonably consistent separation between dwellings and their frontage within a street; (b) provides consistency in the apparent scale, bulk, massing and proportion of dwellings; (c) provides separation between dwellings on adjoining properties to allow reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space; and (d) provides reasonable access to sunlight for existing solar energy installations.
Consistent The setbacks, height, scale, bulk, and separation distances are wholly appropriate for the property and the streetscape, meeting the objective.

A1 Unless within a building area on a sealed plan, a dwelling, excluding garages, carports and protrusions that extend not more than 0.9m into the frontage setback, must have a setback from a frontage that is:

(a) if the frontage is a primary frontage, not less than 4.5m, or, if the setback from the primary frontage is less than 4.5m, not less than the setback, from the primary frontage, of any existing dwelling on the site;

(b) if the frontage is not a primary frontage, not less than 3m, or, if the setback from the frontage is less than 3m, not less than the setback, from a frontage that is not a primary frontage, of any existing dwelling on the site;

(c) if for a vacant site and there are existing dwellings on adjoining properties on the same street, not more than the greater, or less than the lesser, setback for the equivalent frontageof the dwellings on the adjoining sites on the same street; or

(d) if located above a non-residential use at ground floor level, not less than the setback from the frontage of the ground floor level.

Relies on Performance Criteria

The extension is setback more than 4.5m from the primary frontage, being Churchill Cresent. However, as the extension is setback 661mm from the secondary frontage, short of the 3.0m setback required by A1(b), reliance on the performance criteria is required. As the extension will have a minimum setback of 661mm, from the front boundary, reliance on the performance criteria is sought.

P1 A dwelling must have a setback from a frontage thatis compatible with the streetscape, having regard toany topographical constraints.

Complies

The criteria requires that the proposed setback of the dwelling is compatible with the streetscape, having regard to any topographical constraints.

Dwelling is defined within the scheme as:
means a building, or part of a building, used as a self-contained residence and which includes food preparation facilities, a bath or shower, laundry facilities, a toilet and sink, and any outbuilding and works normally forming part of a dwelling.

Importantly, dwelling includes outbuildings, defined as:
means a non-habitable detached building of Class 10a of the Building Code of Australia and includes a garage, carport or shed.
The clause does not distinguish between habitable and non-habitable buildings, but concerns itself with compatibility within the streetscape.

Compatible is not defined within the scheme, however it is taken to mean development that has broad correspondence or harmony with the existing area. This means that two things can be compatible if they can coexist without clashing, even if they are not identical.

Streetscape is defined within the scheme as:
means the visual quality of a street depicted by road width, street planting, characteristics and features, public utilities constructed within the road reserve, the setback of buildings and structures from the property boundaries, the quality, scale, bulk and design of buildings and structures fronting the road reserve. For the purposes of determining streetscape for a particular site, the above matters are relevant when viewed from either side of the same street within 100m of each side boundary of the site, unless for a local heritage precinct or local historic landscape precinct listed in the relevant Local Provisions

Schedule, where the extent of the streetscape may be determined by the relevant precinct provisions.

The streetscape as per the definition includes David Street proceeding uphill and to the South-West, and downwards to the North-East. It also includes Churchill Crescent to the south, and Sussex Street to the north.

The assessment will focus on the impacts on David Street, which is a significant road that connects Newstead to East and South Launceston. It has a 19.0m wide road reserve, and an 11.0m wide road.

South-West uphill towards High Street

This section of David Street extents 70m until a roundabout intersection on High Street. Two pedestrian footpaths are located on either side, with four trees located within the reserve. The property details of existing dwellings facing David Street are below:

Property	Development	Front Setback	Location
73 David Street (corner lot)	Two-storey dwelling	700mm	Southern side of David Street
139 High Street	Single-storey dwelling	3.45m	Southern side of David Street
135 High Street	Two-storey dwelling	1.10m	Northern side of David Street
96 David Street (corner lot)	Vacant	Vacant	Northern side of David Street

North-East downhill towards Elphin Road

This section of David Street extents 100m downhill from the subject site. Two pedestrian footpaths are located on either side, with twelve trees located within the reserve. The property details of existing dwellings facing David Street are below:

Property	**Development**	**Front Setback**	**Location**
69A David Street	One and a half storey dwelling	4.5m	Southern side of David Street
69 David Street	Two-storey dwelling and carport	10.0m	Southern side of David Street
67 David Street	Two-storey dwelling	9.0m	Southern side of David Street
2 Ramsay Street (corner lot)	Two storey dwelling and outbuilding	450mm	Southern side of David Street
94 David Street (corner lot)	Two-storey dwelling	3.40m	Northern side of David Street
92 David Street	Two-storey dwelling	3.4m	Northern side of David Street
90 David Street	Single-storey dwelling	7.5m	Northern side of David Street
86 David Street (battle axe lot)	Two-storey dwelling	36.0m	Northern side of David Street
84 David Street	Two-storey dwelling	8.45m	Northern side of David Street
82 David Street	Two-storey dwelling	18.9m	Northern side of David Street
80 David Street	Two-storey dwelling	4.9m	Northern side of David Street
David Street and outbuilding (corner lot)	Two-storey dwelling	1.3m	Northern side of David Street

Based on the above analysis, there is no consistent dwelling setback when facing David Street, nor are the dwellings consistent in their built form, although due to the slope of the street, the majority of dwellings are one and a half or two-storey in height. The reserve that is not road is predominantly grassed, littered with significant and smaller trees. Importantly however, the test is not whether the setback is consistent with the streetscape, but compatible. The inconsistency noted above helps inform the character of the area and define the streetscape.

The subject site contains a 39.0m frontage to David Street, larger than most frontages. The frontage contains a 1.6m high solid fence, and vegetation directly behind the fencing. The dwelling section within the front setback has a maximum height of 4.95m which reduces to 3.65m due to the slope. The proposed earthworks further reduce its apparent scale, along with the existing fence, assisting its ability to co-exist in harmony with the surrounding streetscape. This is evidenced by the extension stepping down from the existing two-storey dwelling, along with the nature of the area with a wide road reserve, visually dominating dwellings, and screening vegetation.

The extension is considered to be in harmony with the streetscape and meets the performance criteria.

4. REFERRALS

REFERRAL	COMMENTS
INTERNAL	
Development Services	Conditions recommended.
Environmental Health	Conditions recommended.
Heritage/Urban Design	N/A
Building and Plumbing	Standard notes recommended for the permit.
EXTERNAL	
TasWater	Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA 2026/01274-LCC.
Building Tasmania	N/A
TasFire	N/A
Tas Heritage Council	N/A
Crown Land	N/A
TasRail	N/A
EPA	N/A
Aurora	N/A

5. REPRESENTATIONS

Pursuant to Section 57 of the Land Use Planning and Approvals Act 1993, the application was advertised for a 14 day period from 7 October 2026 to 22 October 2026. Three (3) representations were received.

The issues raised are summarised in the following table. All representations received for this application were circulated to Councillors on confidentially.

Comment - Clause 8.4.2 - Performance Criteria P1 The advertised material does not demonstrate that the extension within the front setback is compatible with the streetscape. The examples used in the planning report refer to a garage, outbuilding, or other non-habitable structures. The clause specifically refers to dwellings, and non-habitable buildings should not be treated as equivalent as new habitable dwelling floor area. The identified properties show that the habitable dwellings are setback much further from the street frontage, and no comparable pattern of dwelling setbacks has been provided.
Response *A dwelling is defined within the planning scheme to include an outbuilding. An outbuilding is also defined to include a detached structure. The scheme does not distinguish between non-habitable or habitable buildings for the purpose of the assessment. A non-habitable building is defined as a dwelling under the scheme and can be considered as such for the purpose of assessment. The criteria requires assessment of what is compatible, not what is consistent. There does not need to be a comparable pattern of front setbacks to meet the criteria, the test is whether or not it is compatible with the streetscape. The proposal as it has been assessed is compliant.*
Comment **Clause 8.4.2 - Performance Criteria P1 - Streetscape The examples of front setbacks do not provide a sufficiently representative basis as some properties are corner sites.**
Response *Streetscape is defined within the scheme and allows consideration within 100m of the property on all relevant streets.*
Comment **Clause 8.4.2 - Performance Criteria P1 - Architectural Character David Street formed by the cumulative relationship between mature street planting, substantial residential allotments, landscaped setbacks and the generally clear physical separation between residential dwellings and the road. 71 David Street is itself an older and architecturally distinctive dwelling.**
Response *Only the streetscape as defined within the scheme can be considered under this clause. An assessment against the built character has been undertaken and the proposed extension is considered to be compatible.*
Comment **Clause 8.4.2 - Performance Criteria P1 - Topographical constraints - Has consideration of topographical constraints been undertaken**
Response *The site is constrained due to its topography. In particular, the south, west, and north-west sections of the property contain a steep slope.*
Comment **Clause 8.4.2 - Performance Criteria P3 The development did not demonstrate how the proposal will not result in unreasonable visual impacts to adjoining land or that the separation distance is consistent with other properties in the area.**
Response *Visual impact on adjoining properties is not a consideration as the extension is able to fit within the prescribed building envelope.*

Comment **Landslip Hazard Code Given the mapped landslip hazard, can Council confirm: a) the particular exemption or statutory pathway relied upon under the Landslip Hazard Code; b) whether the proposed excavation, retaining works, pool and drainage works constitute or involve "significant works" for the purposes of the applicable hazard provisions; c) the proposed depth and extent of excavation; d) the approximate volume of the proposed swimming pool; e) the nature of the proposed stormwater alterations; and f) whether any component of the proposal requires further geotechnical or landslip assessment before approval.**
Response *The property is located within a medium landslip area. The works are exempt under Clause C15.4.1(d)(ii)(a) as the works are required under the Building Act 2016.*
Issue **Construction There is concern about construction so close to the street edge and potential damage to the mature street trees.**
Response *Construction management is not a planning consideration.*

6. CONCLUSION

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. DA0411/2026 - 71 David Street, Newstead - Planning Scheme Assessment [**11.3.1** - 6 pages]
2. DA0411/2026 - 71 David Street, Newstead - Plans to be Endorsed [**11.3.2** - 11 pages]
3. DA 0411/2026 - 71 David Street Newstead - Tas Water SPAN [**11.3.3** - 3 pages]
4. CONFIDENTIAL REDACTED - Confidential - Additional Comment from Representor [**11.3.4** - 6 pages]

11.4. DA0366/2026 - 4-14 Charles Street, Launceston - Signs - Installation of an Illuminated Billboard with Third-Party Advertising

FILE NO: DA0366/2026

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

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant	Town Planning Solutions Pty Ltd
Site	4-14 Charles Street, Launceston
Proposal	Installation of an illuminated billboard with third-party advertising
Zoning	Urban Mixed Use
Codes	C1.0 Signs Code C2.0 Parking and Sustainable Transport Code C14.0 Potentially Contaminated Land Code
Use Class	Signs are not required to be placed into a use class (clause 6.2.6)
Standards assessed through performance criteria	C1.3.1 - Design and siting of site - P1.1 & P1.2 C1.6.2 - Illuminated signs - P1 C1.6.3 - Third party sign - P1
Public Notification	23/09/2026 - 07/10/2026
Representations	0
Deemed Approval	24/11/2026

RELEVANT LEGISLATION:

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

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Tasmanian Planning Scheme - Launceston, a permit be refused for DA0366/2026 - Signs - Installation of an illuminated billboard with third-party advertising, at 4-14 Charles Street, Launceston, for the following reasons:

Clause C1.6.1 Design and Siting of Signs - P1.1
The sign is not compatible with the streetscape of the area taking into account the size and dimensions of the site, the size and scale of the building upon which the sign is proposed, and the number and density of signs on the site.

Clause C1.6.1 Design and Siting of Signs - P1.2
The sign contributes to the visual clutter due to its location and dimensions, the size and dimensions of the site, the size and scale of the building upon which the sign is proposed, and the number and density of signs on the site.

REPORT:

1. THE PROPOSAL

The application seeks to construct a 3.0m H x 6.0m W (18sqm) third-party advertising billboard sign. The signage will be placed on the 'Harpers Bathroom' building facing north through an extension. The extension would construct a new parapet above the building where the sign can be placed. This would extend the height of the building to 9.7m, 3.0m above the existing 6.7m high wall facing the road. The proposed sign would be centered on the extended building, with the parapets then tapering down. The wall will be finished in a similar colour and materials to the existing building.

The sign itself would be illuminated and display third-party advertising at 30 second intervals. Inbuilt lighting control systems would adjust luminance to reflect conditions across the day and night. The messaging will be static, with no movement or animation. Illumination will occur between the hours of 6.00am and 11.00pm, with the sign being non-active from 11.00pm to 6.00am.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



4-14 Charles Street, Launceston (not to scale)

The subject site is located at 4-14 Charles Street, Launceston. It is zoned Urban Mixed use, with the only applicable overlay being potentially contaminated land. The 1,902sqm property is an independent lot, with frontages facing Wellington Street, William Street, Charles Street, and Canal Street. The property contains a single building, accessed via Canal Street. A retail tenancy, 'Harpers Bathroom' is the sole tenancy on the site.

The property is located at a busy convergence of Bathurst Street, Wellington Street, Charles Street Lower, Charles Street, and William Street. Surrounding uses are mixed, with CH Smith car park and associated businesses to the south, Harvey Norman to the west, Jackson Ford vehicle sales and servicing to the north-east, Seaport to the north-west, and Royal Park, including the bowling green to the west. The surrounding area is heavily commercialised, with no immediate sensitive uses.

A section 71 agreement exists over the property. The agreement came into effect 2002 and relates to development of use change within the vicinity of a sewer drain. The proposal has no effect on the agreement.

3. PLANNING SCHEME REQUIREMENTS

The full assessment against the Tasmanian Planning Scheme - Launceston is detailed in Attachment 1. Standards assessed through performance criteria are addressed in the table below.

C1.0 Signs Code
The purpose of the Signs Code is: C1.1.1 To provide for appropriate advertising and display of information for business and community activity. C1.1.2 To provide for well-designed signs that are compatible with the visual amenity of the surrounding area. C1.1.3 To ensure that signage does not disrupt or compromise safety and efficiency of vehicular or pedestrian movement.

Not Consistent
The proposal for a third-party billboard sign will not disrupt or compromise the safety and efficiency of vehicular or pedestrian movements. The sign does however fail in its compatibility with the visual amenity of the surrounding area due to the resulting visual clutter.

C1.6.1 Design and siting of signs

That:
(a) signage is well designed and sited; and
(b) signs do not contribute to visual clutter or cause an unreasonable loss of visual amenity to the surrounding area.

Not Consistent
Council engaged an independent third-party consultant who specialises in visual impact and urban amenity to assist in the assessment of the sign. The sign is not well design or sited, and contributes to the visual clutter of the site and surrounding area.

A1 A sign must:
(a) be located within the applicable zone for the relevant sign type set out in Table C1.6; and
(b) meet the sign standards for the relevant sign type set out in Table C1.6, excluding for the following sign types, for which there is no Acceptable Solution:
    (i) roof sign;
    (ii) sky sign; and
    (iii) billboard.

Relies on Performance Criteria
As the proposed sign is a billboard sign, reliance on the performance criteria is required.

P1.1 A sign must:
(a) be located within an applicable zone for the relevant sign type as set out in Table C1.6; and
(b) be compatible with the streetscape or landscape, having regard to:
    (i) the size and dimensions of the sign;
    (ii) the size and scale of the building upon which the sign is proposed;
    (iii) the amenity of surrounding properties;
    (iv) the repetition of messages or information;
    (v) the number and density of signs on the site and on adjacent properties; and
    (vi) the impact on the safe and efficient movement of vehicles and pedestrians.

Does Not Comply
P1.1(b) requires that the sign must be compatible with the streetscape. Streetscape is defined within the scheme as:

...means the visual quality of a street depicted by road width, street planting, characteristics and features, public utilities constructed within the road reserve, the setback of buildings and structures from the property boundaries, the quality, scale, bulk and design of buildings and structures fronting the road reserve. For the purposes of determining streetscape for a particular site, the above matters are relevant when viewed from either side of the same street within 100m of each side boundary of the site, unless for a local heritage precinct or local historic landscape precinct listed in the relevant Local Provisions Schedule, where the extent of the streetscape may be determined by the relevant precinct provisions.

The proposal is 3.0m H x 6.0m W (18sqm) third-party advertising billboard sign. The base of the sign is 6.7m above the existing ground level. The sign will be placed onto a new parapet wall that extends 3.0m above the existing wall of the building on site.

The surrounding streetscape is considered to resemble that of a commercial and vehicle centric city area. The property sits directly in front of a four-way intersection, with Wellington Street being a major throughfare for the city. North and to the east along Wellington Street are large car yards containing multiple signs and lighting, and to the west is the 'Seaport' car park, with the large 'Seaport' sign located along the flood levee. To the west is Royal Park and a bowls club, and to the south-west is the CH Smith commercial building and car park. To the east is the Harvey Norman building and car park. The streetscape visual quality is highly urban, developed, and vehicle centric.

Compatibility is defined as being in broad correspondence or harmony with the existing area. This means that two things can be compatible if they can coexist without clashing, even if they are not identical.

Considering the urban amenity of the surrounding area, it is unlikely the sign would impact on the amenity of surrounding properties. The sign does not propose to repeat any messages, or impact on the safety and efficiency of vehicles or pedestrians.

However, the proposed sign is large, being 3.0m H x 6.0m W (18sqm), located 6.7m off the ground level at its base. The new parapet is developed to allow the sign to be placed onto the building, however the scale of the building itself is also substantial when considering the signs placement. The location of the three existing Harper's signs on site in proximity to the proposed sign creates an environment where the density of signs is overwhelming.

This culminates in a sign that is positioned to not be in harmony with the streetscape, clashing with the surrounding area due to the signs size, location, and proximity to other signs

The proposal is unable to meeting P1.1(b).

P1.2 If a roof sign, sky sign or billboard, the sign must:

(a) be located within the applicable zone for therelevant sign type set out in Table C1.6;

(b) meet the sign standards for the relevant sign typein Table C1.6; and

(c) not contribute to visual clutter or cause unreasonable loss of amenity to the surrounding area, having regard to:

  (i) the size and dimensions of the sign; the size and scale of the building upon which the sign is proposed;

  (ii) the amenity of surrounding properties;

  (iii) the repetition of messages or information;

  (iv) the number and density of signs on the site and on adjacent properties; and

  (v) the impact on the safe and efficient movement of vehicles and pedestrians.

Does Not Comply

A billboard sign is permissible within the zone under Table C1.6. It does not extend vertically or horizontally from the surface to which it is attached, has a maximum horizontal dimension of 6.0m and a maximum vertical dimension of 3.0m. The proposed sign meets P1.2(a) and P1.2(b).

P1.2(c) requires that the sign not contribute to the visual clutter or cause an unreasonable loss of amenity to the surrounding area. Council engaged a third party, independent visual consultant to assist in determining compliance with the clause. The conclusion is that whilst the sign will not cause an unreasonable loss of amenity, it will unreasonably contribute the visual clutter.

This is due to the excessive size and scale of the signage relative to the building on which it is proposed and its proximity to the existing illuminated Harper's bathroom signage immediately below. The signs size on a single storey building, coupled with the large Harpers sign immediately below the Billboard along the three other Harper's Bathroom signs causes a contribution to the visual clutter of the site and area.

The signage fails to meet P1.2(c) and it is recommended that the application be refused.

C1.6.2 Illuminated signs

That:
(a) illuminated signs are compatible with the streetscape;
(b) the cumulative impact of illuminated signs on the character of the area is managed, including the need to avoid visual disorder or clutter of signs; and
(c) any potential negative impacts of illuminated signs on road safety and pedestrian movement are minimised.

Consistent
The level of illumination is considered appropriate.

A1 No Acceptable Solution.

Relies on Performance Criteria
P1 An illuminated sign must not cause an unreasonable loss of amenity to adjacent properties or have an unreasonable effect on the safety, appearance or efficiency of a road, and must be compatible with the streetscape, having regard to:
(a) the location of the sign;
(b) the size of the sign;
(c) the intensity of the lighting;
(d) the hours of operation of the sign;
(e) the purpose of the sign;
(f) the sensitivity of the area in terms of view corridors, the natural environment and adjacent residential amenity;
(g) the intended purpose of the changing message of the sign;
(h) the percentage of the sign that is illuminated with changing messages;
(i) proposed dwell time; and
(j) whether the sign is visible from the road and if so the proximity to and impact on an electronic traffic control device.

Complies

The level of illumination is proposed to be in accordance with relevant Australian Standards that ensures mitigation of obtrusive lighting effects. The sign has an ambient light sensor which limits its brightness, ensuring safety is maintained. Illumination will occur between the hours of 6.00am and 11.00pm, with the sign being non-active from 11.00pm to 6.00am. Building Tasmania (formerly the Department of State Growth) have provided advice they have no concerns with the sign so long as appropriate conditions are put in place. The illumination is considered reasonable in this circumstance and will not have an unreasonable effect on the safety, appearance, or efficiency of the road, and maintains compatibility with the streetscape.

C1.6.3 Third party sign

To: (a) provide for third party signs that are compatible with the streetscape and the character of the area in which it is proposed to be located; (b) manage the cumulative impact of third party signs on the character of an area; and (c) minimise any potential impact of third party signs on road safety.
Consistent
A1 No Acceptable Solution.
Relies on Performance Criteria
P1 A third party sign must be compatible with the natural and built environment of the surrounding area, having regard to: (a) the content of the sign; (b) the necessity for the advertisement to be in the location; (c) opportunities for alternative locations or other methods to achieve the intended purpose (e.g. eligibility for Tasmanian Visitor Information System (TVIS) signs); and (d) the likely impact on the operation and safety of a railway, road, footpath, or navigable water; and (e) any advice from a State authority.
Complies Assessment must determine whether or not the sign is compatible with the natural and built environment of the surrounding area. Previous discussion has already concluded that the surrounding environment is urban in nature, fully developed, and car centric. The sign is a third party sign that will allow advertising for businesses external to the site. The location is of importance due to its car centric environment and able to gain high exposure. On this basis it is considered necessary for the sign to be located in this location. Other opportunities on alternative locations may also be explored for the Bishopp group, but it does not negate the third part signage combability. Building Tasmania (formerly the Department of State Growth) have confirmed they do not take issue with the sign. The sign will have no impacts on the operation and safety of the road and pedestrian network.

4. REFERRALS

REFERRAL	COMMENTS
	INTERNAL
Development Services	Conditions recommended.
Environmental Health	Conditions recommended.
Heritage/Urban Design	N/A

Building and Plumbing	Standard notes recommended for the permit.
EXTERNAL	
TasWater	N/A
Building Tasmania (formerly the department of state growth)	Building Tasmania were referred the application on 24/08/2026. On 07/09/2026 they provided a response stating they have no further comment to make on the application if conditioned appropriately.
TasFire	N/A
Tas Heritage Council	N/A
Crown Land	N/A
TasRail	N/A
EPA	N/A
Aurora	N/A

5. REPRESENTATIONS

Pursuant to section 57 of the *Land Use Planning and Approvals Act 1993*, the application was advertised for a 14 day period from 23 September 2026 to 7 October 2026. No representations were received.

6. CONCLUSION

Subject to the recommended conditions, it is considered that the proposal does not comply with the Scheme and it is appropriate to recommend for refusal.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. DA0366/2026 - 4-14 Charles Street, Launceston - Planning Scheume Assessment [**11.4.1** - 8 pages]
2. DA0366/2026 - 4-14 Charles Street, Launceston - Application Documents [**11.4.2** - 36 pages]

11.5. DA0412/2026 - 217 Invermay Road, Invermay - Resource Processing - Construction of Additions and Alterations and Change of Use to a Butchery with a Right of Way over 215 Invermay Road via Waugh Street Invermay

FILE NO: DA0412/2026

AUTHOR: Pip Glover (Team Leader Planning Assessments)

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant	Plans to Build
Site	217 Invermay Road, Invermay
Proposal	DA0412/2026 - Resource Processing - Construction of additions and alterations and change of use to a butchery with Right of Way over 215 Invermay Road via Waugh Street, Invermay
Zoning	Local Business
Codes	– Safeguarding of Airports Code – Parking and Sustainable Transport Code – Road and Railway Assets Code
Use Class	Resource Processing
Standards assessed through performance criteria	– 14.3.2 Discretionary uses (P1 and P2) – 14.4.3 Design (P1) – C2.6.5 Pedestrian access (P1)
Public Notification	3/10/2026 - 19/10/2026
Representations	4
Deemed Approval	24 November 2026

RELEVANT LEGISLATION:

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

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Tasmanian Planning Scheme - Launceston, a permit be granted for DA0412/2026 - Resource Processing - Construction of additions and alterations and change of use to a butchery with Right of Way over 215 Invermay Road via Waugh Street, Invermay at 217 Invermay Road, Invermay subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

a. Location Plan, Prepared by Plans To Build, Drawing No. A00, Rev.02, Dated 28.09. 2026, **Amended Plans Required**
b. Site Plan, Prepared by Plans To Build, Drawing No. A01, Rev.02, Dated 28.09. 2026, **Amended Plans Required**
c. Site Drainage Plan, Prepared by Plans To Build, Drawing No. A02, Rev.02, Dated 28.09.2026, **Amended Plans Required**
d. Site Manoeuvring Plan B85 Vehicle, Prepared by Plans To Build, Drawing No. A03, Rev.02, Dated 28.09.2026, **Amended Plans Required**
e. Site Manoeuvring Plan SRV Entering, Prepared by Plans To Build, Drawing No. A04, Rev.02, Dated 28.09.2026, **Amended Plans Required**
f. Site Manoeuvring SRV Exiting, Prepared by Plans To Build, Drawing No. A05, Rev.02, Dated 28.09.2026, **Amended Plans Required**
g. Containers Elevations, Prepared by Plans To Build, Drawing No. A06, Rev.02, Dated 28.09.2026, **Amended Plans Required**
h. Demolition Floor Plan, Prepared by Plans To Build, Drawing No. A07, Rev.02, Dated 28.09.2026, **Amended Plans Required**
i. Floor Plan, Prepared by Plans To Build, Drawing No. A08, Rev.02, Dated 28.09.2026, **Amended Plans Required**
j. Roof Plan, Prepared by Plans To Build, Drawing No. A09, Rev.02, Dated 28.09.2026, **Amended Plans Required**
k. Elevations, Prepared by Plans To Build, Drawing No. A10, Rev.02, Dated 28.09.2026, **Amended Plans Required**
l. Elevations, Prepared by Plans To Build, Drawing No. A11, Rev.02, Dated 28.09.2026, **Amended Plans Required**
m. Section Plan, Prepared by Plans To Build, Drawing No. A12, Rev.02, Dated 28.09.2026, **Amended Plans Required**

2. AMENDED PLANS REQUIRED

Prior to the commencement of any work or use, amended plans must be submitted to the satisfaction of the Senior Leader City Development to replace plans annotated as "Amended Plans Required" and attached to the Permit. Once approved, these amended plans will be endorsed and will then form part of the Permit. The amended plans must show:

a. the removal of the 29m² refrigerated container from the proposed plans and amend the orientation of the remaining 15m² refrigerated container to provide a minimum setback of 17m from the adjoining General Residential Zone property to the rear.

b. an additional car parking space along the southern boundary of the site, adjacent to the proposed refrigerated container.

Amended plans should include identification information such as updated revision numbers, revision date and revision description. The changes are to be highlighted in red clouds or a format agreed with the planning officer.

3. COMMERCIAL VEHICLE MOVEMENTS AND LOADING/UNLOADING HOURS

All commercial vehicle movements and associated loading and unloading activities on the site must only occur between the following hours:

a. 7am to 9pm Monday to Saturday; and
b. 8am to 9pm on Sundays and public holidays.

4. HOURS OF OPERATION

The hours of operation of the use must be confined to:
(a) Monday to Saturday - 10 am to 6 pm; and
(b) Sunday and public holidays - 10 am to 5 pm

5. PARKING AND ACCESS LIGHTING

External lighting must be provided to illuminate all external vehicle parking areas and pathways associated with the use

6. EXTERNAL LIGHTING - HOURS OF OPERATION AND LIGHT SPILL CONTROL

All external lighting associated with the use must:
(a) Not operate between 11 pm and 6 am, excluding security lighting; and
(b) Any security lighting must be appropriately baffled to prevent direct light from extending into the adjoining General Residential Zone properties located to the rear of the site.

7. LEGAL TITLE

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

8. TASWATER

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

9. HOURS OF CONSTRUCTION

a) Unless otherwise approved in writing by the Senior Leader Health and Regulations, construction activities must only be carried out between the hours of:
   i. Monday to Friday - 7 am to 6 pm; and
   ii. Saturday - 8 am to 6 pm.

b) Notwithstanding the above paragraph, construction activities must not be carried out on public holidays that are observed state-wide (Easter Tuesday excepted).

10. DAMAGE TO COUNCIL INFRASTRUCTURE & ASSETS

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

11. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

Prior to commencing any works in (or requiring the occupation of) the Road Reserve the applicant must receive written authorisation from the Road Asset Owner within the City of Launceston.

This includes but is not limited to occupying space with skip bins, construction equipment, hoarding, scaffolding, the use of machinery and facilitating service connections.
Any implementation of temporary traffic controls will also require written approval.

12. SINGLE STORMWATER CONNECTIONS

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

13. SOIL AND WATER MANAGEMENT PLAN

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

14. FACILITIES AND HIGHWAYS BY-LAW

Prior to the placement of any skip bin, security fencing, hoarding, shipping containers, site offices or amenities within a local highway, the person, corporation or other legal entity must seek and have issued a permit pursuant to the Facilities and Highways By-Law (No. 1 of 2021). The payment of the scheduled Occupation Fee (comprising a minimum base fee and a square metre weekly rate) is required prior to the occupation commencing. No occupation of the road reserve is permitted without approval.

Ensure adequate facilities for the storage of garbage and recyclable materials are provided on-site to comply with Tas H102 P4.

15. EXTERIOR AND SECURITY LIGHTING

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

16. WASTE MATERIALS

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

17. VERMIN MANAGEMENT

Measures must be implemented to eradicate, prevent the harbourage of and actively discourage the presence of vermin on The Land to ensure that they do not present an unacceptable public health risk.

18. BUILDING ACT 2016 REQUIREMENTS

Prior to acting on this permit, it is recommended that an architect, a licensed building practitioner such as a building surveyor or a building designer be consulted to determine the requirements for any associated building, plumbing or demolition work under the *Building Act 2016.*

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0412/2026. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

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

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

B. Restrictive Covenants

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

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

C. Appeal Provisions

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

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

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

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

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

F. Noise Nuisance
Noise and odour nuisance is regulated under the Environmental Management and Pollution Control Act 1994. The location of any air extraction, pumping, refrigeration systems, compressors or generators must not be located in such a manner that will cause an environmental nuisance, or unreasonable loss of amenity to residential zones.

G. Fixed Equipment Use
Use of fixed equipment (e.g. heat pumps, water pumps, swimming pool pumps) is subject to the Environmental Management and Pollution Control (Noise) Regulations 2016 or any subsequent versions of this regulation.

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

I. Storage of Waste Meat and Offcuts
Waste meat and off cuts to be stored in cool room under temperature control until day of collection to prevent odour development

REPORT:

1. THE PROPOSAL

The proposal involves a change of use of an existing building to a butchery, primarily servicing the wholesale market, with a retail component ancillary to the main activity.

The proposed use will occupy an existing building with a floor area of approximately 326m². The business will receive meat products from suppliers and undertake activities including cutting, trimming, portioning, processing, packaging, refrigeration and storage of meat products for distribution to commercial customers, including restaurants, cafés, retailers and other food businesses. A retail component will also be provided for direct sales to customers.

The proposal also includes the installation of an outdoor refrigerated container with a floor area of approximately 15m² and a height of 2.9m, located to the rear of the existing building. The container will be used for the refrigerated storage of meat products associated with the proposed use.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



217 Invermay Road, Invermay (not to scale)

The property at 217 Invermay Road, Invermay, is located within the Local Business Zone under the Tasmanian Planning Scheme - Launceston. The site is an irregularly shaped lot with an approximate area of 782m² and is currently developed with a building having a floor area of approximately 326m². The site is connected to all urban services.

The surrounding area is predominantly characterised by a mix of residential and commercial development, with commercial activities primarily concentrated along Invermay Road.

The property is also subject to the Safeguarding of Airports Code and the Flood Levee Protected Areas Specific Area Plan.

3. PLANNING SCHEME REQUIREMENTS

The full assessment against the Tasmanian Planning Scheme - Launceston is detailed in Attachment 1. Standards assessed through performance criteria are addressed in the table below.

3.1 Zone Purpose

14.0 Local Business Zone

The purpose of the Local Business Zone is: 14.0.1 To provide for business, retail, administrative, professional, community and entertainment functions which meet the needs of a local area. 14.0.2 To ensure that the type and scale of use and development does not compromise or distort the activity centre hierarchy. 14.0.3 To encourage activity at pedestrian levels with active frontages and shop windows offering interest and engagement to shoppers. 14.0.4 To encourage Residential and Visitor Accommodation use if it supports the viability of the activity centre and an active street frontage is maintained.

Consistent The subject site is located in Invermay area, which is located close proximity to the Launceston CBD Principal Activity Centre and the Mowbray Major Activity Centre, as identified in the Northern Tasmania Regional Land Use Strategy. The proposal involves a change of use to a butchery with associated retail sales, providing a local retail service that caters to the needs of the surrounding community. The proposed use is considered consistent with the purpose of the zone, as it supports local business and retail activities without compromising or distorting the established activity centre hierarchy. Given the nature and scale of the proposed use, it is not anticipated to adversely impact the function or viability of the nearby activity centres. The proposal retains the existing building façade, which incorporates large shopfront windows that provide visual interest and engagement at pedestrian level. The retention of the existing façade will maintain an active street frontage and contribute to the existing streetscape character. The proposal does not involve Residential or Visitor Accommodation use, and therefore Clause 14.1.4 is not relevant to the proposal. Accordingly, the proposal is considered consistent with the purpose of the zone.

14.3.1 All uses

That uses do not cause unreasonable loss of amenity to residential zones.
Consistent The proposal is assessed as complying with the relevant acceptable solutions for this standard.
A1 Hours of operation of a use, excluding Emergency Services, Natural and Cultural Values Management, Passive Recreation, Residential, Utilities or Visitor Accommodation, on a site within 50m of a General Residential Zone, Inner Residential Zone or Low Density Residential Zone, must be within the hours of: (a) 7.00am to 9.00pm Monday to Saturday; and (b) 8.00am to 9.00pm Sunday and public holidays.
Complies The subject property adjoins properties within the General Residential Zone to the rear. The proposed hours of operation are from 10am to 6pm Monday to Saturday and 10am to 5pm on Sunday. Accordingly, the proposal complies with the acceptable solution.
A2 External lighting for a use, excluding Natural and Cultural Values Management, Passive Recreation, Residential or Visitor Accommodation, on a site within 50m of a General Residential Zone, Inner Residential Zone or Low Density Residential Zone, must: (a) not operate within the hours of 11.00pm to 6.00am, excluding any security lighting; and (b) if for security lighting, be baffled so that direct light does not extend into the adjoining property in those zones.

Complies The subject property adjoins properties within the General Residential Zone to the rear. As per the information provided by the applicant, external lighting will only operate during the proposed hours of operation of the use, which are within the hours specified in the acceptable solution. Further, a condition relating to 'Exterior and Security Lighting' will be recommended on the planning permit, requiring all exterior and security lighting to comply with Australian Standard AS 4282, control of the obtrusive effects of outdoor lighting, or any subsequent version.
A3 Commercial vehicle movements and the unloading and loading of commercial vehicles for a use, excluding Emergency Services, Residential or Visitor Accommodation, on a site within 50m of a General Residential Zone, Inner Residential Zone or Low Density Residential Zone, must be within the hours of: (a) 7.00am to 9.00pm Monday to Saturday; and (b) 8.00am to 9.00pm Sunday and public holidays.
Complies The subject property adjoins properties within the General Residential Zone to the rear. As per the information provided by the applicant, commercial vehicle movements, including loading and unloading activities, will occur within the hours specified in the acceptable solution. A condition will also be recommended on the planning permit to ensure that these activities remain within the specified hours. Accordingly, the proposal complies with the acceptable solution.

14.3.2 Discretionary uses

That uses listed as Discretionary do not: (a) cause unreasonable loss of amenity to adjoining residential zones; and (b) compromise or distort the activity centre hierarchy.
Consistent The proposal is assessed as complying with the relevant performance criteria and is not anticipated to cause an unreasonable loss of amenity to adjoining residential properties. Furthermore, given the nature and scale of the proposed use, it is not considered to compromise or distort the established activity centre hierarchy.
A1 No Acceptable Solution.
Relies on Performance Criteria The proposed use is discretionary within the zone, and as there is no acceptable solution for this clause, the proposal must be assessed against the relevant performance criteria.
P1 A use listed as Discretionary must: (a) not cause an unreasonable loss of amenity to properties in adjoining residential zones; and (b) be of an intensity that respects the character of the area.
Complies (a) The proposed use involves the operation of a butchery primarily servicing the wholesale market, with a smaller retail component ancillary to the main activity. The use will operate from an existing building with a floor area of approximately 326m², together with an outdoor refrigerated container occupying approximately 15m² (As per the recommended 'Amended Plans Required' condition). The

proposed activities include the receipt, cutting, trimming, portioning, processing, packaging, storage and distribution of meat products.

The potential amenity impacts associated with the proposed use primarily relate to noise, odour, vehicle movements, loading and unloading activities, waste management and visual impacts. Potential noise sources include meat processing equipment, refrigeration equipment, delivery vehicles and loading and unloading activities. The majority of the proposed activities will be undertaken within the existing building, which provides a degree of containment of operational noise. Furthermore, the proposed hours of operation comply with the relevant acceptable solution under the planning scheme, assisting in minimising potential noise and disturbance to adjoining residential properties, particularly during sensitive periods.

In response to representor concerns regarding potential noise impacts, the applicant has agreed to remove the previously proposed 29m² refrigerated container and alter the orientation of the remaining 15m² refrigerated container to increase its setback from the nearest residential property from approximately 7.4m to 17m.

The revised location of the refrigerated container provides a setback of approximately 17m from the nearest residential property, which exceeds the minimum 10m setback specified under Clause 14.4.2 (Setbacks), Acceptable Solution A3, for refrigeration systems adjoining a General Residential Zone. One of the objectives of this standard is to ensure that development does not cause an unreasonable loss of amenity to adjoin residential zones. Having regard to the increased setback and compliance with the relevant acceptable solution, the proposed location of the refrigerated container is considered to provide an appropriate separation distance that assists in minimising potential noise impacts on adjoining residential properties.

With respect to odour and waste management, meat products will be stored within refrigerated facilities and as confirmed by Council's Environmental Health Team, the general requirement is for meat waste to be stored in a cool room until the day of collection. Furthermore, conditions are recommended to be included on the planning permit requiring appropriate waste disposal and vermin management to minimise potential amenity impacts on adjoining residential properties.

Furthermore, the proposal satisfies the relevant acceptable solution for car parking requirements under the Parking and Sustainable Transport Code, providing adequate on-site parking to accommodate the proposed use and minimising the potential demand for on-street parking.

In terms of visual amenity, the proposed use will predominantly operate within the existing building, with the only external addition being a refrigerated container measuring approximately 15m² in area and 2.9m in height. As no substantial alterations to the existing building are proposed, the development is unlikely to result in significant changes to the existing built form or cause unreasonable visual amenity impacts on adjoining properties.

Having regard to the nature and scale of the proposed use, the predominant location of activities within the existing building, the proposed hours of operation, the proposed setbacks from adjoining residential properties and the waste management measures,

the proposal is considered unlikely to result in an unreasonable loss of amenity to adjoining residential properties.

Accordingly, the proposal is considered to satisfy Performance Criterion P1(a).

(b) The proposed use is considered consistent with the established mixed-use character of Invermay, which comprises a range of residential, commercial and industrial activities, with commercial uses predominantly concentrated along Invermay Road. Given the established commercial character of the surrounding area, the nature and scale of the proposed use and the absence of substantial alterations to the existing built form, the proposal is considered compatible with the existing development pattern of the area.

Accordingly, the proposal is considered to be of an intensity that respects the established character of the surrounding area.

The proposal is assessed as complying with the performance criteria.

A2 No Acceptable Solution.

Relies on Performance Criteria
The proposed use is discretionary within the zone, and as there is no acceptable solution for this clause, the proposal must be assessed against the relevant performance criteria.

P2 A use listed as Discretionary must not compromise or distort the activity centre hierarchy, having regard to:
(a) the characteristics of the site;
(b) the need to encourage activity at pedestrian levels;
(c) the size and scale of the proposed use;
(d) the functions of the activity centre and the surrounding activity centres; and the extent that the proposed use impacts on other activity centres.

Complies
The activity centre hierarchy is established through the Northern Tasmania Regional Land Use Strategy and identifies the role and function of commercial centres across the region, with the Launceston CBD at the top, followed by major, suburban and neighbourhood centres, which includes Mowbray as a Major Activity Centre.

The purpose of the hierarchy is to encourage retail, commercial, business and community activities to locate within established centres, supporting their ongoing viability and providing convenient access to shops, services and employment. This includes businesses such as supermarkets, specialty shops, offices, professional services, restaurants and cafes, with the type and scale of activities varying depending on the centre's position in the hierarchy.

The planning scheme requires us to consider whether a discretionary use would compromise or distort this hierarchy.

In this instance, the proposal is for a wholesale butcher, classified as Resource Processing, rather than a traditional retail business. The site is located in an area which would be considered as a neighbourhood centre under the activity centre hierarchy. However, this site was also previously used for an automotive business and has not traditionally functioned as a conventional retail shopfront.

(a) The subject site is located within an established Invermay area, characterised by a range of commercial, residential and industrial uses, with commercial activities predominantly concentrated along Invermay Road. The proposed use will be operated within an existing commercial building with a floor area of approximately 326m², without substantial alterations to the existing built form. Having regard to the established commercial character of the surrounding area, the proposed use is considered compatible with the existing development pattern.

(b) The proposed use is primarily focused on wholesale meat processing and distribution, with a small-scale retail component proposed at the front of the building. The existing building façade incorporates large windows facing the street, which will be retained as part of the proposal. The retention of these windows, together with the proposed retail component, will maintain visual interaction between the premises and the streetscape and contribute to pedestrian activity at street level.

(c) The size and scale of the proposed use
The proposed use will predominantly operate within the existing commercial building, with a floor area of approximately 326m², together with an outdoor refrigerated container of approximately 15m². The size and scale of the proposed use are considered comparable to the previous automotive business operating on the site and consistent with other commercial uses within the surrounding area. Accordingly, the proposal is considered compatible with the established commercial character of the area and is unlikely to compromise the established activity centre hierarchy.

(d) The functions of the activity centre and the surrounding activity centres.

(e) The extent that the proposed use impacts on other activity centre.

The subject site is not located within a nominated activity centre under Northern Tasmania Regional Land Use Strategy. The surrounding Invermay Road commercial area is characterised by businesses that generally require larger floor areas and rely more on vehicle accessibility than pedestrian activity. The proposed butcher business is proposed to primarily serve wholesale customers rather than relying on conventional retail trade and therefore caters to a different market from traditional retail butcher shops within established activity centres. Furthermore, the site is previously occupied by an automotive business and has not operated as a conventional retail shop. Accordingly, the proposed use is considered compatible with the existing commercial character of the area and is unlikely to compete the retail functions of the Launceston CBD Principal Activity Centre or Mowbray Major Activity Centre.

The proposal is assessed as complying with the performance criteria.

14.4.1 Building height
That building height: (a) is compatible with the streetscape; and (b) does not cause an unreasonable loss of amenity to adjoining residential zones.
Consistent
A1 Building height must be not more than 9m.
Complies The proposal includes a 0.45m high refrigeration unit located at the south-western corner of the existing building, resulting in an overall building height of approximately 4.65m.The proposed refrigerated container, located to the rear of the existing building, will have a maximum height of 2.9m. The proposal complies.
14.4.2 Setbacks That building setback: (a) is compatible with the streetscape; (b) does not cause an unreasonable loss of amenity to adjoining residential zones; and (c) minimises opportunities for crime and anti-social behaviour through setback of buildings.
Consistent
A2 Buildings must have a setback from an adjoining property within a General Residential Zone, Inner Residential Zone or Low Density Residential Zone, of not less than: (a) 4m; or (b) half the wall height of the building, whichever is the greater.
Complies General Residential zoned properties adjoin the rear of the subject site. Subject to the recommended 'Amended Plans Required' condition, the proposed development (refrigerated container) will maintain a setback of approximately 17m from these adjoining residential properties. The proposal complies with the acceptable solution.
A3 Air extraction, pumping, refrigeration systems or compressors must be separated a distance of not less than 10m from a General Residential Zone, Inner Residential Zone or Low Density Residential Zone.1
Complies Subject to the recommended ‘Amended Plans Required’ condition, the proposed refrigerated container will have a setback of approximately 17m from the adjoining General Residential zoned properties. The proposal complies with the acceptable solution.
14.4.3 Design That building façades promote and maintain high levels of pedestrian interaction, amenity, and safety, and are compatible with the streetscape.
Consistent A1 New buildings must be designed to satisfy all the following: (a) mechanical plant and other service infrastructure, such as heat pumps, air conditioning units, switchboards, hot water units and the like, must be screened from the street and other public places; (b) roof-top mechanical plant and service infrastructure, including lift structures, must be contained within the roof;

(c) not include security shutters or grilles over windows or doors on a façade facing the frontage or other public places; and
(d) provide external lighting to illuminate external vehicle parking areas and pathways.

Relies on Performance Criteria

(a) The proposed refrigerated container will be located to the rear of the existing building and will not be visible from the street or other public places.
(b) The proposal includes a roof-top refrigeration unit with an area of 1.5m2 and 0.45m height, which is not contained within the roof.
(c) The proposal does not include any changes to the façade facing the frontage.
(d) Compliant by a condition.

The proposal relies on the performance criterion due to non -compliance with subsection (b) of the acceptable solution.

P1 New buildings must be designed to be compatible with the streetscape, having regard to:
(a) minimising the visual impact of mechanical plant and other service infrastructure, such as heat pumps, air conditioning units, switchboards, hot water units and the like, when viewed from the street or other public places;
(b) minimising the visual impact of security shutters or grilles and roof-top service infrastructure, including lift structures; and
(c) providing suitable lighting to vehicle parking areas and pathways for the safety and security of users.

Complies

The proposed rooftop refrigeration unit will be screened to minimise its visual impact when viewed from the street. The proposed screening will assist in integrating the refrigeration unit with the existing building and maintaining the visual amenity of the surrounding streetscape.

The proposal is assessed as complying with the performance criteria.

14.4.5 Outdoor storage areas

That outdoor storage areas for non-residential use do not detract from the appearance of the site or surrounding area.

Consistent

A1 Outdoor storage areas, excluding for the display of goods for sale, must not be visible from any road or public open space adjoining the site.

Complies

The proposal includes an outdoor refrigerated container located to the rear of the existing building. Due to its location, the proposed container will not be visible from any road or other public places.

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

C2.5.1 Car parking numbers

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

Consistent

The proposal is assessed as providing an appropriate level of car parking spaces to meet the parking demand generated by the proposed use.

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

Table C2.1 requires the provision of 2 car parking spaces per 3 employees. The proposed use involves 7 employees, resulting in a requirement for 5 car parking spaces, rounded up to the nearest whole number. The proposal provides a total of 6 car parking spaces (Subject to the 'Amended Plans Required' Condition) and therefore satisfies the requirements of Table C2.1. The proposal complies with the acceptable solution.

C2.5.2 Bicycle parking numbers

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

Consistent

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.

Complies

Table C2.1 requires the provision of 2 bicycle parking spaces for the proposed use. The proposal includes a steel bicycle hoop located within the frontage of the site,

providing a minimum of 2 bicycle parking spaces. Accordingly, the proposal satisfies the requirements of Table C2.1.

C2.6.1 Construction of parking areas
That parking areas are constructed to an appropriate standard.

Consistent

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, 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.

Complies
All proposed parking, access, manoeuvring and circulation areas will be durable all-weather pavement and will be appropriately drained to the public stormwater system.

C2.6.2 Design and layout of parking areas
That parking areas are designed and laid out to provide convenient, safe and efficient parking.

Consistent

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*.

Complies
The proposed parking, access ways, manoeuvring, and circulation spaces comply with A1.1(a) of the clause as follows:
i. No changes are proposed to the existing driveway.
ii. Vehicles will be able to enter and exit the site in a forward direction.
iii. No changes are proposed to the existing driveway.
iv. Each car parking space measures minimum of 2.6 m × 5.4m and satisfying the dimensions specified in Table C2.3.
v. The proposed combined access and manoeuvring width for the car parking spaces complies with the requirements of Table C2.3.
vi. N/A

vii. All parking, access, manoeuvring, and circulation areas will be clearly identifiable through physical means.

The proposal complies with the acceptable solution.

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*.

Complies
The proposed accessible car parking spaces are located as close as practicable to the main entry point of the existing building and are incorporated into the overall car parking layout. The accessible car parking spaces are designed in accordance with AS/NZS 2890.6:2009.
The proposal complies.

C2.6.5 Pedestrian access
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.

Relies on Performance Criteria
The proposal does not include a designated footpath connecting the accessible car parking spaces to the main entry point of the building. However, the accessible car parking spaces have been located as close as practicable to the main entry point of the building, and the gradient of the existing access area is less than 1 in 14.

The proposal relies on the performance criteria due to the non-provision of a designated footpath.

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.

Complies
Given the nature of the proposed use and the limited number of parking spaces, pedestrian and vehicle movements within the parking area are expected to be relatively low.

The proposal does not include a designated footpath connecting the accessible car parking spaces to the main entry point of the building. However, the accessible car parking spaces have been located as close as practicable to the main entry point, and the gradient of the parking area is less than 1 in 14.

Having regard to the characteristics of the site, the nature of the use, the number of parking spaces and the anticipated vehicle movements, the existing access arrangements are considered to provide safe and convenient pedestrian access to the building, including for persons with a disability. The proposal is assessed as complying with the performance criteria.
C2.6.8 Siting of parking and turning areas That the siting of vehicle parking and access facilities in an Inner Residential Zone, Village Zone, Urban Mixed Use Zone, Local Business Zone, General Business Zone or Central Business Zone does not cause an unreasonable visual impact on streetscape character or loss of amenity to adjoining properties.
Consistent
A1 Within an Inner Residential Zone, Village Zone, Urban Mixed Use Zone, Local Business Zone or General Business Zone, parking spaces and vehicle turning areas, including garages or covered parking areas must be located behind the building line of buildings, excluding if a parking area is already provided in front of the building line.
Complies The subject property is located within the Local Business Zone, and the proposed car parking and turning areas are located to the rear of the property, behind the existing building. The proposal complies with the acceptable solution.
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
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 The proposed use involves a butchery primarily servicing the wholesale market, with a small ancillary retail component. The use will operate from an existing building with a floor area of approximately 326m² and employ 7 staff members. Traffic generated by the proposed use will primarily comprise employee vehicles, supplier deliveries, wholesale distribution and retail customers. Based on the warehouse traffic generation rate of 4 vehicle movements per 100m² of gross floor area per day, as outlined in the former NSW Guide to Traffic Generating Developments, the proposed use is estimated to generate approximately 13 vehicle movements per day. While additional vehicle movements may be generated by the ancillary retail component and distribution activities, having regard to the nature and scale of the proposed use, the overall traffic generation is anticipated to remain below 40 vehicle movements per day as required by the Table C3.1. The proposal complies with the acceptable solution.

LAU-S10.7 Development Standards for Buildings and Works

LAU-S17 Flood Levee Protected Areas Specific Area Plan
The purpose of the Flood Levee Protected Areas Specific Area Plan is: LAU-S17.1.1 To manage the risk to human life, property, and the environment caused by flooding on land protected by levees. LAU-S17.1.2 To provide for use and development where the risk of impact is tolerable when subject to, or isolated by, flood inundation. LAU-S17.1.3 To regulate the intensity of use and development so that the impact of flooding remains tolerable over the intended life of the use and development. LAU-S17.1.4 To ensure that the storage of dangerous goods and hazardous materials is managed to minimise adverse impacts on human life, property, public infrastructure, and the environment during flood events. LAU-S17.1.5 To ensure that use is operated in a manner that is integrated with emergency management arrangements. LAU-S17.1.6 To ensure that buildings and works are designed to achieve a tolerable risk when subject to impact from flood inundation. LAU-S17.1.7 To ensure that buildings and works are designed so that the behaviour of floodwaters achieves a tolerable risk on properties and public infrastructure external to a site.
Consistent

LAU-S17.6 Use Standards

LAU-S17.6.1 Acceptable use
That use is not exposed to an unacceptable level of risk when subject to, or isolated by, flood inundation.
Consistent
A1 A non-residential use must not be for: (a) a Custodial Facility; (b) Storage, if for a liquid fuel depot, in the high or medium FRP; or (c) significant community infrastructure in the high or medium FRP.
Complies
The proposal is not for any of the listed uses.
LAU-S17.6.4 Emergency management
A1.2 The gross floor area of non-residential uses must not be more than 400m2 per site.
Complies
The gross floor area of the subject building is approximately 326m2. The proposal complies with the acceptable solution.

LAU-S17.7 Development Standards for Buildings and Works

LAU-S17.7.1 Floor levels
That the floor levels of buildings and works are constructed to achieve a tolerable risk from flooding.
Consistent
A2 Non-residential use must be in the low FRP, except for: (a) significant community infrastructure; or (b) Community Meeting and Entertainment, which must have a floor levels equal to or higher than the level shown in Table S17.9.2.
Complies
The subject property is located within the Low FRP.
LAU-S17.7.2 Offsite impacts of flooding A1.1 The gross floor area of buildings must be not more than 400m2.
Complies
Subject to the 'Amended Plans Required' condition, the proposed refrigerated container will have a floor area of approximately 15m². Together with the existing building, which has a floor area of approximately 326m², the total gross floor area of the buildings on the site will be approximately 341m².
LAU-S17.7.3 Building resilience That buildings and works are designed and located to withstand the impacts of flooding.
Consistent
A1 Buildings and works must be in a low or medium FRP.
Complies
The subject property is located within the low FRP.
14.0 Local Business Zone The purpose of the Local Business Zone is: 14.0.1 To provide for business, retail, administrative, professional, community and entertainment functions which meet the needs of a local area. 14.0.2 To ensure that the type and scale of use and development does not compromise or distort the activity centre hierarchy.

14.0.3 To encourage activity at pedestrian levels with active frontages and shop windows offering interest and engagement to shoppers.
14.0.4 To encourage Residential and Visitor Accommodation use if it supports the viability of the activity centre and an active street frontage is maintained.

4. REFERRALS

REFERRAL	COMMENTS
INTERNAL	
Development Services	Conditions recommended.
Environmental Health	Conditions recommended.
Heritage/Urban Design	N/A
Building and Plumbing	Standard notes recommended for the permit.
EXTERNAL	
TasWater	Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA 2026/01281-LCC dated 16/10/2026.
Launceston Flood Authority	The application was referred to the Launceston Flood Authority for review and comments. Following its review, the Flood Authority raised no objections to the proposal.
Building Tasmania	N/A
TasFire	N/A
Tas Heritage Council	N/A
Crown Land	N/A
TasRail	N/A
EPA	N/A
Aurora	N/A

5. REPRESENTATIONS

Pursuant to section 57 of the *Land Use Planning and Approvals Act 1993*, the application was advertised for a 14 day period from 3 October 2026 to 19 October 2026. Three (3) representations were received. The issues raised are summarised in the following table. All representations received for this application were circulated to Councillors confidentially.

Comment - Noise from refrigeration equipment **Concerns regarding noise generated by the outdoor refrigerated containers, particularly as the equipment may operate 24 hours a day, seven days a week**
Response *In response to the representor concerns, the applicant has agreed to remove the proposed 29m² refrigerated container and alter the orientation of the remaining 15m² refrigerated container to increase its setback from the nearest residential property from approximately 7.4m to 17m. The revised setback exceeds the minimum 10m requirement under Clause 14.4.2 A3 of the zone provisions. Furthermore, any unreasonable noise impacts arising from the operation of the use can be regulated through the Environmental Management and Pollution Control Act 1994.*

Comment - Hours of Operation and commercial vehicle movements
Concerns that activities may occur between 6:00am and 10:00am and after the proposed business closing hours until 11:00pm, including weekends.
Concerns regarding noise and disturbance associated with commercial vehicle movements, loading and unloading activities and increased commercial traffic, particularly outside normal business hours.

Response
The proposed operating hours are 10am to 6pm Monday to Saturday and 10am to 5pm Sunday, which comply with the relevant acceptable solution under Clause 14.3.1 A1. In relation to commercial vehicle movements and associated loading and unloading activities, a condition is recommended on the planning permit requiring compliance with the acceptable solution under Clause 14.3.1 A3. Accordingly, all commercial vehicle movements and associated loading and unloading activities on the site must be restricted to between 7am and 9pm Monday to Saturday and 8am and 9pm on Sundays and public holidays.

Comment - Concerns regarding increased commercial traffic using Waugh Street, which is a narrow residential no-through street, and potential impacts on pedestrian safety, vehicle access and traffic movements at the intersection with Invermay Road.

Response
The subject lot benefits from legal rights of way providing access from both Invermay Road and Waugh Street. Furthermore, the proposal satisfies the relevant acceptable solution under the Road and Railway Assets Code (A1.4) in relation to traffic generation associated with the proposed use.

Comment - Concerns regarding existing parking congestion along Waugh Street and the potential for the proposed use to increase demand for on-street parking.

Response
The proposal has been assessed against the car parking requirements under the Parking and Sustainable Transport Code and is considered to satisfy the applicable acceptable solution for the number of car parking spaces under Clause C2.5.1 A1.
However, in response to concerns raised by the representors, the applicant has agreed to provide one additional car parking space on the site, which will be surplus to the minimum parking requirement under the Code.

Comment - Concerns regarding potential odours generated by the use, the potential for meat waste to attract vermin, create hygiene issues and adversely affect the amenity of nearby residential properties.

Response
The proposed activities involve the preparation, processing, packaging and refrigerated storage of meat products, with no animal slaughtering proposed. The majority of activities will be undertaken within the existing building. A condition is recommended requiring appropriate management and disposal of waste materials generated by the use.
Furthermore, a condition is recommended requiring measures to be implemented to eradicate, prevent the harbourage of and actively discourage the presence of vermin on the site, to minimise potential public health risks and impacts on adjoining residential properties.
In addition to the requirements imposed through the planning permit conditions, the proposed use will also be required to hold a Food Business Registration and meet the Australia New Zealand Food Standards. Compliance with these requirements will be monitored by Council's Environmental Health Team through regular inspections to ensure

appropriate food handling, storage, hygiene and waste management practices are maintained.
Comment - Concerns that the proposed wholesale butchery is an intensive commercial activity that is incompatible with the established residential character of Waugh Street and surrounding properties.
Response *The proposed use will operate from an existing building with a floor area of approximately 326m², together with a 15m² outdoor refrigerated container (subject to the 'Amended Plans Required' condition). The majority of the proposed activities will be undertaken within the existing building, which fronts Invermay Road and main entrance to the building from Invermay Road. Having regard to the scale and nature of the proposed use, the utilisation of the existing building and the proposed operational arrangements, the development is considered to be of an intensity that respects the established mixed-use character of the surrounding area.*
Comment - Concerns that the combined impacts of noise, traffic, parking, odour, waste and the proposed operating hours will result in an unreasonable loss of amenity to nearby residential properties.
Response *The potential cumulative amenity impacts have been considered in the assessment against Performance Criterion 14.3.2 P1(a). The proposed use will predominantly operate within the existing building, with operating hours and commercial vehicle movement and loading/unloading complying with the relevant acceptable solutions.* *In response to the representations received, the applicant has agreed to remove the larger refrigerated container, increase the setback of the remaining refrigerated container to approximately 17m from the adjoining residential property and provide one additional car parking space. This additional parking space will be surplus to the minimum parking requirement for the proposed use, as specified in Table C2.1 of the Parking and Sustainable Transport Code. These changes will be addressed through the recommended 'Amended Plans Required' condition on the planning permit.* *Accordingly, having regard to the satisfactory assessment against the relevant performance criteria, together with the recommended planning permit conditions and the regulatory provisions of the Environmental Management and Pollution Control Act 1994, the proposed use is considered capable of operating without causing an unreasonable loss of amenity to adjoining residential properties.*

6. CONCLUSION

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. DA0412/2026 - 217 Invermay Road Invermay - Planning Scheme Assessment [**11.5.1** - 13 pages]
2. DA0412/2026 - 217 Invermay Road Invermay - Plans to Be Endorsed [**11.5.2** - 13 pages]
3. DA0412/2026 - 217 Invermay Road Invermay - Amended Plans [**11.5.3** - 13 pages]
4. D A 0412-2026 - 217 Invermay Road Invermay - Tas Water SPAN [**11.5.4** - 3 pages]

12. ANNOUNCEMENTS BY THE MAYOR

12.1. Mayor's Announcements

FILE NO: SF2375

Monday 19 October 2026

- Attended Meeting, Mayor and CEO 1 on 1. Town Hall, Launceston.
- Attended Meeting, Mayor, CEO, and JackJumpers CEO. Town Hall, Launceston.

Tuesday 20 October 2026

- Media, Mayoral Muster. ABC Radio.
- Officiated Civic Reception, Official Opening of the 14th Ionian Convention and 80th Anniversary. Town Hall, Launceston.

Wednesday 21 October 2026

- Officiated and Attended Event, TasWater - Tamar Estuary River Health Action Plan Project Completion Celebration. Ti Tree Bend Sewer Treatment Plant, Invermay.
- Attended Meeting, Mayor and Executive Leader Connections and Liveability Jane Lewis 1 on 1. Online.
- Attended Event, Ionian 80th Birthday Gala Dinner. Grand Chancellor, Launceston.

Friday 23 October 2026

- Attended Meeting, Northern Suburbs Community Centre Annual General Meeting. Newnham.
- Attended, Funeral Service, Don Wing AM. Franklin Grove, Youngtown.
- Officiated and Attended Event, Tamar Rowing Club’s 150 Anniversary Celebration. Tamar Rowing Club, Trevallyn.

Saturday 24 October 2026

- Attended Event, Tamar Rowing Club’s 150 Anniversary Rowing Regatta. Tamar Rowing Club, Trevallyn.

Sunday 25 October 2026

- Officiated and Attended Event, Launceston United Soccer Club Fundraising Golf Day. Mowbray.

Monday 26 October 2026

- Attended Meeting, Mayor and Senior Public Relations Advisor Caitlin Jarvis 1 on 1. Town Hall, Launceston.

Wednesday 28 October 2026

- Media, Closure and History of Boag Brewery. Radio 2SM.
- Attended Event, StoryWalk Children's Week Launch. Launceston Library.
- Attended Meeting, Internal Briefing on Shared Cycleway. Town Hall, Launceston.
- Attended Meeting, Mayor and CEO 1 on 1. Town Hall, Launceston.
- Media, Princess Theatre, Launceston.

Thursday 29 October 2026

- Media, Local Government elections. Civic Square.
- Officiated Council Meeting. Town Hall, Launceston.
- Attended Event, Launceston Community Legal Centre 40th Anniversary Celebration. Boathouse Centre, Invermay.
- Attended Event, Movie Premiere - Balding. The Star Theatre, Launceston.

Friday 30 October 2026

- Attended Event, Singh Foundation Diwali 2026 Celebration. Max Fry Hall, Trevallyn.

Saturday 31 October 2026

- Attended Event, WNBL Tasmania Jewels v Sydney Flames. Silverdome, Prospect.

Wednesday 4 November 2026

- Attended and Participated, City of Launceston Swearing in Ceremony. Town Hall, Launceston.
- Attended and Participated, City of Launceston - Councillor Induction and Onboarding Program. Town Hall, Launceston.
- Attended Meeting, Stakeholder update. Government Building, Launceston.

Thursday 5 November 2026

- Attended and Participated, City of Launceston - Councillor Induction and Onboarding Program. Town Hall, Launceston.

Friday 6 November 2026

- Attended and Participated, City of Launceston - Councillor Induction and Onboarding Program. Albert Hall, Launceston.
- Attended Event, Fresh Comedy Final Boags Show. Wizard Room, Launceston.

Saturday 7 November 2026

- Officiated and Attended Event, Z Fest. White Hills.
- Attended Event, Boags Flash Day. Dorsia Tattoo Studio, Launceston.

Sunday 8 November 2026

- Participated, Jets Netball Fundraising Match. Hobart Netball & Sports Centre, New Town.

Monday 9 November 2026

- Attended and Participated, City of Launceston - Councillor Induction and Onboarding Program. Town Hall, Launceston.
- Media, Christmas in the City. Civic Square, Launceston.
- Attended Event, Annual Tasmania Thylacine Advisory Committee Convening. Mudbar Restaurant, Launceston.

Tuesday 10 November 2026

- Attended and Participated, City of Launceston - Councillor Induction and Onboarding Program. QVMAG Meeting Room, Inveresk.
- Attended Meeting, Men's Health Event Committee. Jess Teesdale MP Office, Launceston.
- Attended Event, S. Group x Launceston Chamber of Commerce. S. Group Office, Launceston.

Wednesday 11 November 2026

- Attended and Participated, City of Launceston - Councillor Induction and Onboarding Program. Town Hall, Launceston.
- Officiated and Attended Remembrance Day Event. Cenotaph, Launceston.

Thursday 12 November 2026

- Attended and Participated, City of Launceston - Councillor Induction and Onboarding Program. QVMAG Meeting Room, Inveresk.
- Attended Event, Women in Sport. St Lukes, Launceston.

Friday 13 November 2026

- Attended and Participated, City of Launceston - Councillor Induction and Onboarding Program. Hotel Verge, Launceston.

Saturday 14 November 2026

- Attended and Participated, City of Launceston - Councillor Induction and Onboarding Program. Hotel Verge, Launceston.

Sunday 15 November 2026

- Officiated and Attended Event, Pancare Foundation - Unite for Hope Charity Walk. Riverbend Park, Invermay.

13. COUNCILLORS' REPORTS

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

14. QUESTIONS BY COUNCILLORS

Local Government (Meeting Procedures) Regulations 2025 - regulation 34 and 35

14.1. Questions on Notice by Councillors

Local Government (Meeting Procedures) Regulations 2025 - regulation 35

14.1.1. Questions on Notice by Councillor Tim Walker - 62 Gorge Road - 29 October 2026

FILE NO: SF2375

AUTHOR: Dan Gray (Governance Officer)

APPROVER: Sam Johnson (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 29 October 2026 by Councilor Tim Walker, have been answered by the Acting Senior Leader Property and Asset Strategy.

Question 1:

Have or will Council property management officers investigate whether the TPIA has breached the terms of its lease of the property, in regard to the maintenance of the property?

Response:

Officers are currently investigating whether TPIA has breached the terms of its lease of the property, in regard to maintenance.

Question 2:

If a breach has occurred, can Council determine whether this would be grounds for the termination of the lease?

Response:

Using the outcomes of the investigation, if required Council may make a determination on whether there are grounds for the termination of the lease.

ATTACHMENTS:

Nil

14.2. Questions Without Notice by Councillors

Local Government (Meeting Procedures) Regulations 2025 - regulation 34

15. WRITTEN NOTICES OF MOTION

Local Government (Meeting Procedures) Regulations 2025 - regulation 19

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

16. COMMITTEE REPORTS

No Committee Reports have been identified as part of this Agenda.

17. CONNECTIONS AND LIVEABILITY (INCLUDING QUEEN VICTORIA MUSEUM AND ART GALLERY)

17.1. Quarterly Report - Connections and Liveability (July - September 2026)

FILE NO: SF7708

AUTHOR: Tracey Etchells (Executive Assistant - Strategy and Innovation)

APPROVER: Jane Lewis (Executive Leader Connections and Liveability)

DECISION STATEMENT:

This report provides a general update on the non-annual plan related activities and responsibilities within the Connections and Liveability (C&L) Team for 1 July to 30 September 2026

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas).

RECOMMENDATION:

That Council:

1. receives the report noting the non-annual plan related activities of the Connections and Liveability Team for the period of 1 July to 30 September 2026.

REPORT:

This report for the Connections and Liveability (C&L) Team is for the period 1 July to 30 September 2026. The Executive Leader Connections and Liveability attended the following:

- Northern Municipal Emergency Management Group Meeting
- AFL Captain's Club - Hawks v Melbourne
- Oz Harvest Tasmania, Launceston Collective Food Hub
- Tamar Yacht Club Presentation
- Tamar Estuary Management Taskforce Meeting
- Cushman & Wakefield Meeting
- Biz and Bubbles - CHPP
- Tasmania Police & CoL Evacuation Centre Discussion Exercise
- Dorset Council Mayor & GM Meeting with CoL Mayor & CEO
- Northern Regional Emergency Management Committee Meeting
- Recovery Partners Network Meeting
- Punchbowl Play Space - Community Opening
- Tamar Estuary Management Taskforce
- Australian Institute of Company Directors Briefing
- Northern Municipal Emergency Management Group meeting

EXECUTIVE SUMMARY

The July to September 2026 quarter delivered strong outcomes across most service areas, with major projects completed, significant grant funding approved and high levels of community participation. Two areas warrant attention: Visitor Information Centre visitation and sales declined, and Customer Experience maintained service levels.

- **Community Place:** Punchbowl Play Space opened (12 September, 300–400 attendees); Sky Vessels artwork, Tramway lighting and Princes Square Gates completed; ARTBOX launched and the Make Your Mark Heritage Trail completed (launched at the Little Food Festival in October); Council endorsed the Heritage Stewardship Project; Newnham Urban Greening planting began.
- **Community Wellbeing:** Council and Launceston City Mission won the Local Government Professionals Tasmania Award for Community Impact 2026; 634 registrations for the Active Launceston Winter Come and Try Program; first StoryWalk® delivered; $17,640 secured for Let's Talk Road Safety.
- **Launceston Aquatic Centre:** 115,289 visits; waterslide upgrade completed on time and significantly under budget; Outdoor Pool opened early; LAfit membership grew to 1,353.
- **Customer Experience:** 9,914 calls, 14,095 emails and 6,753 service requests handled, with an average wait of 1.6 minutes and an average abandon rate of 13.83%. Service levels were maintained.
- **Visitation and Events:** 22 events delivered; Council approved $395,000 in partnership grants and a further $114,000 in community event and fundraising grants; three-year Business Events Tasmania agreement renewed. Visitor Information Centre visitation (down 12.7%) and sales (down 35.5%) declined.
- **Marketing and Communications:** Hawthorn 25-year campaign reached 80,450 people and generated 3,051 competition entries; Facebook views up 45.3% to 1.8 million; 20 media releases issued.

Looking ahead: 37 events are planned for the next quarter, including the Christmas Parade, Carols in the Park, BeerFest and RegFest. Remaining Punchbowl Play Space works are due in November, and the Mayne Street and Babington Street heritage precincts are scheduled for Council consideration.

COMMUNITY PLACE AND WELLBEING

COMMUNITY PLACE

The Community Place team progressed a broad portfolio of recreation, parks, urban forestry, reserves, public space, public art and heritage work. Major capital projects advanced, key procurement was completed and a strong run of community-facing outcomes was delivered, including the opening of Punchbowl Play Space, completion of the Sky Vessels artwork and Tramway lighting upgrade, the launch of ARTBOX and the Make Your Mark Heritage Trail, Council endorsement of the Heritage Stewardship Project, and the start of Newnham Urban Greening planting.

Recreation and Open Space Planning

- **Recreation and Open Space Plan (ROSP):** Continued progressing the Recreation and Open Space Plan 2026-2040, incorporating Executive Leadership Team and Senior Leadership Team comments and refining the strategy ahead of the proposed Council workshop. Progressed the internal Implementation Plan to support staged delivery and alignment with Council's future Delivery Plans.
- **St Leonards Sports Complex Master Plan:** Completed the evaluation of four submissions and recommended Inspiring Place as the preferred consultant to develop the Concept Master Plan and Strategic Implementation Framework. Progressed procurement and arrangements for project commencement.
- **Churchill Park and West Launceston Community Park Upgrades:** Continued progressing the federal grant deed, refining the project scope, milestones and proposed delivery approach across the two sites.
- **Inclusive Play Design Guidelines:** Completed the final draft of Council's Inclusive Play Design Guidelines, incorporating best-practice research, accessibility standards and community feedback. Progressed playground accessibility audits and plans for additional accessible swing seats. Council's inclusive play work has also been selected for presentation at the national Parks and Leisure Australia Conference.
- **Inclusive Play Communication Boards:** Progressed the design of additional communication boards for Royal Park and Punchbowl, building on the successful installation of Tasmania's first customised Inclusive Play Chat Board at Riverbend Park. Stakeholder feedback on Braille, positioning and accessibility has been incorporated. The Changing Places facility at Royal Park also opened during the quarter.
- **Punchbowl Play Space:** Stage 1 works are complete and the community opening celebration was held. Remaining installation, including the flying fox, is scheduled for the second week of November.
- **City Park Play Space:** Continued progressing the City Park Play Space renewal, with the project remaining on schedule.
- **Fairy Dell Play Restoration:** Progressed restoration of the historic stagecoach and horse play equipment at Fairy Dell in Cataract Gorge, working with the restoration contractor and Heritage Tasmania on the restoration approach, including timber replacement and repainting.
- **Riverbend Pump Track Irrigation:** Continued progressing irrigation infrastructure to improve landscape establishment and the long-term sustainability of the pump track site. Coordinated installation, outstanding reinstatement works and maintenance handover between the landscaping contractor and Council's Green Spaces team.
- **Waverley Lake Master Plan:** Continued working with REALM on site analysis and concept options, reaching the 40% concept milestone ahead of presentation to the Project Working Group.
- **Synthetic Cricket Pitch Assessment:** Continued investigating the condition and future management of the synthetic cricket pitch at NTCA Oval 2, including discussions with AFL Tasmania, synthetic surface specialists and other Northern Tasmanian councils. Explored relevant testing standards, pitch cover options and potential remediation approaches to inform Council's future decisions.

Urban Forestry and Greening

Delivery of the Urban Greening Strategy continued, with progress across priority planting programs and public realm projects.

- **Newnham Urban Greening:** Planting is underway, with contractors completing the first 100 of 860 planned trees. The program will increase shade and canopy coverage in one of Launceston's lowest-canopy suburbs.
- **Adopt-a-Tree:** Resident requests progressed through assessment and planting. The program is now paused while current requests are completed and will reopen for applications in April.
- **Street Tree Management Plan:** The municipality-wide guidelines progressed towards finalisation and Council consideration. They will guide species selection and planting design to support a diverse, resilient urban forest and increased canopy coverage.
- **Cameron Street Greening:** The project moved into inception and investigation planning, establishing the foundation for concept designs within the approved $350,000 budget. Key considerations include heritage, underground services, transport and public space use.
- **Mowbray Urban Greening Grant:** Design development continued for the Invermay Road and Pleasant Street project, including raised wicking planters, trees and understorey planting to introduce greenery into an area with minimal existing canopy.

Public Space Projects

- **ARTBOX:** Finalised fabrication, graphics, fit-out, location and power supply for the ARTBOX outdoor gallery and successfully launched it in Civic Square in conjunction with World Street Eats, providing a new platform for local artists and public activation.
- **Northern Gateway Public Artwork:** The Sky Vessels public artwork by Katie Stackhouse has been completed and delivered at the Northern Gateway, providing a distinctive arrival point into the city.
- **Civic Square Outdoor Screen:** Coordinated stakeholder engagement, operational planning and communications support, including noise management, operating guidelines and responses to community enquiries.
- **City Heart Intuitive Wayfinding and Amenity Lighting:** Following a competitive procurement and tender process, including assessment panel evaluation, consultant interviews and referee checks, Perimeter was selected as the consultant. The project has now commenced.
- **Tramway Lighting Improvements:** Delivered new pole lighting and replaced high-brightness lamps, significantly improving lighting along the tramway corridor. Planning has commenced for broader Inveresk lighting and event power improvements to support future activation.
- **CBD Streetscape Improvements:** Continued George Street and CBD planter investigations, contractor engagement and concept refinement. Progressed landscape improvements and replacement tree planning in Quadrant Mall and surrounding CBD areas.
- **St John Street Bus Interchange:** Supported planning and evaluation for interchange upgrades and amenity improvements.
- **Princes Square Gates:** Achieved practical completion of the restoration and reinstatement of the historic gates, coordinating casting, restoration, reinstatement works and stakeholder communications, along with repairs following minor event-related damage.
- **Princess Theatre Public Realm:** Provided detailed design review and placemaking input covering paving, lighting, furniture, planting and maintenance considerations.

- **Inveresk Blacksmith Workshop:** Progressed lease and activation planning, including lease proposal documentation and Council reporting.
- **Lilydale Pool and Township Upgrade:** Delivered the final stages of the project, including accessibility improvements, paths, landscaping, picnic facilities and other grant-funded infrastructure. Coordinated stakeholder engagement, opening event planning, signage and grant acquittal and reporting, and supported promotion of the reopened pool.
- **Seaport Sign:** Completed installation and project close-out.
- **Cataract Gorge Rock Stability Assessment:** Initiated the project, including procurement and appointment of specialist geotechnical advisers. Coordinated site investigations, data collection, historical records review and monitoring access to support long-term risk management planning for the Gorge.
- **Gorge Access Road Renewal:** Commenced project initiation, internal consultation and preliminary investigations.
- **Electrical Compliance:** Continued annual electrical infrastructure compliance activities, including assessment planning for public-space distribution boards across Council-managed sites.

Heritage

The Heritage Stewardship project provides a strategic framework for the identification, assessment and protection of places of local historic heritage significance through the Tasmanian Planning Scheme. During the quarter, the Place and Heritage Officer completed an audit of 1,133 properties on the Heritage Review List and developed implementation schedules to guide future heritage listings and reassessments. Council endorsed the project on 3 September 2026.

Progress on heritage datasheets and related heritage projects:

- **Newstead Crescent Local Heritage Precinct:** Approved by Council (25 June 2026). Currently with the Tasmanian Planning Commission.
- **Mayne Street Heritage Precinct:** Initiated at Council Meeting (11 June 2026). To be presented to Council for approval in November.
- **35 Local Heritage Places:** Approved by Council
- **Babington Street Heritage Precinct:** Prepared for the December Council Meeting.
- **25 Local Heritage Places:** Currently in draft.
- **Heritage Interpretation Plan - Stage 2:** A draft Heritage Interpretation Plan for Cataract Gorge has been completed, comprising an action plan, indicative costings and a concept design. The draft draws on Council's endorsed Heritage Interpretation Framework and was informed by consultation with the community and a Council-appointed Tasmanian Aboriginal engagement specialist. Supersense Studio will be re-engaged to finalise the Plan by 30 June 2027.
- **Make Your Mark Heritage Trail:** The trail is now complete and was launched during the Little Food Festival. It features illustrated plaques at 24 significant historic sites across the city, including the Post Office and Macquarie House, where visitors can create pencil rubbings and learn about each location's history. Booklets are available at the Visitor Centre, and marketing will promote the trail over the summer holidays.

Recreation Bookings

- **Sporting Events:** Facilitated the NTFA v SFL Representative game at NTCA Ground in July and the NTFA Division 1 Finals at NTCA in September.
- **The V Community Hub:** Managed the transition of The V Community Hub to Council operational management following the St Vincent de Paul lease break.
- **Permits:** Managed Open Space Occupation, On-Street Dining, Portable Sign and Mobile Food Vendor permits. This included supporting Swirlz Food Van with a reasonable adjustment to allow on-street dining at the venue during the Princess Theatre restoration.
- **User Groups:** Held regular User Group meetings at Churchill Park, NTCA, Rocherlea Recreation Ground, Invermay Park, Youngtown Oval and Royal Park, followed by the summer season Expression of Interest period.
- **Ground Maintenance:** Commenced the annual ground maintenance program at NTCA, Invermay Park and Youngtown Oval in September.

Parks Planning and Reserve Management

- **Fire Management:** Reviewed and prioritised the 2027 autumn and winter fire management works program, identifying prescribed burns, fire management buffer zones and vegetation management activities across Council's reserves for inclusion in the ten-year forward program. Liaised with contractors on proposed works and delivery requirements. Progressed procurement for the review of Council's overarching Fire Management Plan and individual reserve Fire Management Plans, including consultant scope, methodology and fee negotiations.
- **Myrtle Park Campground:** Implemented the transition to a self-service operating model for the 2026-27 camping season from 1 September 2026. Developed operational procedures, visitor information and booking arrangements, and coordinated cleaning, maintenance, security, emergency management and after-hours response responsibilities.
- **North East Rail Trail:** Finalised a comprehensive project status report on the proposed extension, covering planning approvals, engineering investigations, infrastructure condition, indicative construction costs and Council's ongoing asset management responsibilities. Identified outstanding investigations relating to the rail tunnel, Shepherds Rivulet Bridge and Second River Bridge to inform future planning and investment decisions.
- **Lilydale Falls Connection:** Progressed consultant procurement and feasibility planning for the proposed walking and cycling connection between Lilydale township and Lilydale Falls Reserve. Liaised with TasRail and relevant government agencies on access and tenure for the former rail corridor, and engaged with stakeholders on potential trail alignments and project constraints.
- **External Agency Coordination:** Provided technical arboricultural advice and coordinated with TasWater and TasNetworks on infrastructure works affecting Council-managed land and vegetation. For the TasWater Prospect Vale Sewerage Improvement Project, reviewed the proposed pipeline alignment through Hardwicke Street Reserve and recommended changes to minimise impacts on existing trees. Negotiated with TasNetworks on offset crossarms along High Street to maximise clearance from established palms and reduce pruning requirements.
- **Planning and Development Assessments:** Provided technical advice on development applications, subdivisions and planning proposals affecting Council-managed trees, reserves and public open space. This included reviewing landscape and vegetation management provisions for the St Leonards Specific Area Plan,

covering street tree establishment, planting corridors, water-sensitive urban design and infrastructure coordination.

- **Community Partnerships:** Continued coordination with Tamar NRM and community Friends groups to support volunteer activities, reserve management and governance arrangements. Progressed a partnership with NOSS for native seed collection on Council-managed land, supporting local revegetation and biodiversity. Continued engagement with TasTAFE to provide practical training opportunities within Council's parks and reserves.
- **Tree Protection and Arboricultural Assessments:** Provided technical advice on tree protection, risk management and infrastructure impacts across Council-managed land, including construction-related root impacts at Cataract Gorge, tree protection for the City Park playground redevelopment, tree and infrastructure conflicts at 29 Amy Road, and tree retention and maintenance at 12 Erika Court.
- **Policy and Procedure Development:** Progressed the review of the Development Engineering Procedure to strengthen requirements for urban greening, tree canopy retention, water-sensitive urban design and landscape planning, and developed an Event Assessment and Approval Framework to improve consistency in event assessments and approvals.
- **Event Assessments and Public Open Space Use:** Assessed proposals for events and commercial activities in Council-managed parks, reserves and public spaces, considering site suitability, vegetation protection, infrastructure impacts, public safety and reinstatement. Supported approvals for community events including the Junction Arts Festival.

COMMUNITY WELLBEING

The Community Wellbeing team progressed a broad portfolio of community development initiatives focused on strengthening connection, inclusion and participation across Launceston. Work spanned homelessness support, the northern suburbs, children and families, youth engagement, Aboriginal community engagement, arts and culture, and culturally and linguistically diverse communities. Highlights included a Local Government Professionals Tasmania Award for Community Impact, 634 registrations for the Active Launceston Winter Come and Try Program, and Council's first StoryWalk® in Civic Square.

Homelessness Support

The team responded to 46 customer service requests relating to homelessness across the city, monitored rough sleeping requests and maintained regular communication with outreach services to support coordinated responses. The Community Development Officer continued to participate in the Northern Community Action Group, supporting partnerships and information sharing between key stakeholders.

In August, the team supported CatholicCare to host a homelessness awareness morning tea and panel discussion at Launceston Town Hall. Around 80 people attended, including community stakeholders, elected representatives and staff from a range of organisations, raising awareness and strengthening connections between organisations working to address homelessness.

Northern Suburbs Community Development
The Community Development Officer - Northern Suburbs continued to co-facilitate three monthly Community Action Groups:

- **Faraday Connect:** Waverley and Ravenswood.
- **Community Together 7248:** Newnham, Mowbray and Invermay.
- **Rocherlea Action Project:** Rocherlea and Mayfield.

The groups average 12-15 participants per meeting and give residents and local organisations a forum to identify priorities, share ideas and progress community-led initiatives. The Digital Inclusion Working Group and Road Safety Working Group also continued to meet bi-monthly.

A funding application to Building Tasmania was successful, securing $17,640 to continue the Let's Talk Road Safety program at the Road Safety Centre over the next three years.

Collaborative Events and Projects
- **Sow It Begins:** Commenced installation of community garden beds in Ravenswood, supporting local food security.
- **Community Champions Celebration:** Held on 29 July at The Ark, attracting around 80 attendees and showcasing the achievements of the Northern Suburbs network over the previous 12 months.
- **Head, Hands and Heart Workshops:** Delivered across the three Community Action Groups in August, facilitated by Fiona Miller from the Jeder Institute.
- **Community Champions Steering Committee:** Met in September to plan activities and set priorities for 2027.
- **Migrant Resource Centre Youth Group:** Met in September to assemble kites in preparation for the Let's Fly Together event in October.
- **Northern Suburbs Tour:** Introduced new Community Wellbeing team members to key community facilities and organisations, including local Neighbourhood Houses and The Hub.
- **Waverley Lake Master Plan:** Participated in the site analysis process and stakeholder discussions.

Community Champions - Award Recognition
The City of Launceston and Launceston City Mission received the Local Government Professionals Tasmania Award for Community Impact 2026 for their Delivering Impact through Partnership initiative.

The partnership combines Launceston City Mission's established community relationships and reach with Council's place-based community development expertise, resources and networks. A key component is the Community Champions initiative, which supports residents to turn local ideas into community-led action. A growing network of Community Champions is now supporting community events, new partnerships and opportunities for residents to connect, contribute and lead in their neighbourhoods.

Loneliness Awareness Week
- **Welcome to Launnie:** Council hosted a community morning tea in the Town Hall Reception Room for more than 80 people who had recently relocated to Launceston, giving them the chance to meet new people, build friendships and learn about local

services and opportunities. Its success highlighted the value of welcoming spaces for new residents, and a further community connection event is planned for 2027.
- **There's Room For You in Launnie:** Council worked with local community organisations to highlight existing spaces, activities and events where community members can connect, recognising the role local government and community organisations play in addressing loneliness at a local level.

Mental Health and Suicide Awareness
- **R U OK? Conversation Convoy:** Council supported the national R U OK? Conversation Convoy through local community connections and event support. The initiative provides free resources, events and activities that encourage conversations about mental health and help people recognise when others may be going through a difficult time.
- **Out of the Shadows - Suicide Awareness Walk:** Council supported the annual dawn walk in partnership with Lifeline in City Park on 10 September. Around 50 people attended to remember those lost to suicide and support people affected by it. Now in its fifth year, the event provided a welcoming space for reflection and connection, concluding with a shared breakfast.

Youth Engagement
Council continued to lead the Northern Youth Coordinating Committee (NYCC), facilitating collaboration between government and community organisations to strengthen the regional youth sector. The committee provides a coordinated forum for sharing information, identifying emerging priorities and progressing collaborative initiatives that improve outcomes for young people across the region.

Active Launceston
The Active Launceston Winter Come and Try Program was delivered at The Hub over six weeks, providing 42 exercise and recreation sessions across weekdays, evenings and weekends. The program aimed to increase access to physical activity, strengthen community connection and activate the new northern suburbs facility.

The program received 634 registrations, with 65% of attendees from the northern suburbs and 30% visiting The Hub for the first time. Eight local businesses and organisations delivered a diverse range of activities, including dance, fitness, sport, rock climbing and programs for seniors and under-fives. Several sessions reached full capacity, showing strong community demand for accessible and varied physical activity.

Children and Families
- **Punchbowl Play Space Community Opening:** The team supported the opening of the redeveloped Punchbowl Play Space, with between 300 and 400 people attending across the morning. The event included a free sausage sizzle from City Mission Snag Chat, face painting, bubble machines and other activities for children and families, and saw strong use of the new play space by local families.
- **StoryWalk® - Sky Country:** Council delivered its first StoryWalk® in Civic Square as part of Children's Week 2026, celebrating the theme 'Children have the right to use their own language, celebrate their culture and practise their religion'. Featuring Sky Country by the late Aunty Patsy Cameron, the initiative combined early literacy, Aboriginal cultural celebration and outdoor exploration. The launch included a live reading by Jo Cameron followed by interactive, story-based activities, and strengthened partnerships with local cultural and community organisations.

- **Waverley Wonders:** The program continued to engage Waverley Primary School students in exploring their local community and identifying ways to make their neighbourhood an even better place to live. Activities included an excursion to City Mission's The Mish in St Leonards, ongoing Tiny Forest maintenance and Kayden's Taco Fiesta, which brought students together to learn cooking skills and celebrate with their peers.

Aboriginal Community Engagement
Work continued on developing an Engagement Framework with the Aboriginal community. Following the passing of an important Elder, engagement activities were respectfully paused. A revised approach is being developed to guide the next stages of this work.

Culturally and Linguistically Diverse Communities
A working group was established with Welcome Cultural Services, the Migrant Resource Centre, PALM worker support organisations, Community Housing Ltd and PCYC to coordinate a series of events for Harmony Week 2027. The events will take place across The Hub and Heritage Forest on 20-21 March, celebrating Launceston's cultural communities through food, performances and cultural activities, while promoting The Hub as a welcoming space for the whole community.

Community Capacity Building
- **Community Development Grant Guidelines:** Progressed the review of the Community Development Grant Guidelines to better support resident-led micro-projects, including clearer pathways for seed funding, accessibility and place-based community outcomes.
- **Build the Builders:** Continued to bring together established community builders working alongside Council on community development initiatives, with a focus on asset-based community development. Community Housing Limited and Council also launched a monthly Lunch with the Builders to support connection, collaboration and relationship building.
- **1929 Flood Centenary Community Meeting:** Community members from Launceston and neighbouring council areas came together to share ideas for the 1929 Flood Centenary, generating a range of ideas and showing strong interest in making the centenary a significant community occasion.

Arts and Culture
The new Arts and Culture Officer commenced, with work progressing across arts, cultural development and public art initiatives. This included supporting the launch of Launceston ARTBOX, commencing planning for the 2027 Music in the Park program and temporary public art projects, and developing a new proposal for Council's Arts and Culture Grant program. Research also commenced into the proposed Launceston Arts and Creative Communities Hub, exploring opportunities for a new community arts and studio facility.

Engagement continued with local and interstate artists, creative organisations, businesses and industry representatives on future partnerships. This included discussions with Music Australia's Live Music Office, discussions with Launceston's Sister City Napa on the potential acquisition of local artwork, planning for the 2027 Inside Out Launceston project and developing two literary partnerships with the Tasmanian Poetry Festival. Connections were also established with creative organisations, educational institutions, and cultural venues.

Work commenced on Council's Public Art Implementation Plan, alongside research into future temporary and nature-based public art. Opportunities explored included re-establishing an Artist-in-Residence program at the Gorge Gatekeeper's Cottage, creative projects at the Launceston Waste Centre, a community paper-making studio, a potential Anywhere Theatre Festival and a Launceston Arts, Culture and Heritage Colouring Book.

LAUNCESTON AQUATIC CENTRE

The Launceston Aquatic Centre welcomed 115,289 visits over the quarter as it moved from the winter season into summer operations. Highlights included the early opening of the Outdoor Pool to host the National Transplant Games, completion of the outdoor waterslide upgrade on time and significantly under budget, and continued growth in LAfit memberships.

Facility Hire

The winter season concluded in September with the opening of the outdoor pools. The Outdoor Pool opened a week earlier than usual to accommodate the National Transplant Games on 28 September. The re-opening of the upgraded waterslide aligned with the Outdoor Pool opening, and an open day was held on 4 October to celebrate.

Operations

Thirteen summer lifeguards completed buddy shifts and are now working on pool deck to cover increased summer visitation. They also give the Centre the capacity to meet supervision requirements at Lilydale and Basin pools over summer. Basin lifeguard training was held in September, with all guards completing their open water rescue training.

Customer Service

The front desk team accommodated 115,289 visits over the quarter. Around 2,652 items were sold through the retail store, with Funkita girls' bathers the most popular item (42 pairs). Ratepayers used 321 free family visit passes during the quarter.

Learn to Swim

Enrolments have begun to increase in line with the usual seasonal trend, with 2,034 students currently enrolled. Following member feedback, the Swim School trialed new earlier session times for the adult program. The change has increased participation and been well received by teachers and students, and the earlier times will continue.

LAfit

LAfit memberships (Complete and LAfit) continued to grow, reaching 1,353 active members. Group fitness classes remained popular, with 16,802 attendances over the quarter and an average occupancy of 59.8%. The most popular classes were Aquafit, Pilates, and Yoga.

Capital Projects

- **Outdoor Waterslide:** Installation of the new fibreglass mold at the end of September completed the upgrade, which replaced the slide stairs, platform, structural arms and fibreglass. Works finished on time and significantly under budget, and the slide is now open for the summer season.



STAKEHOLDER EXPERIENCE

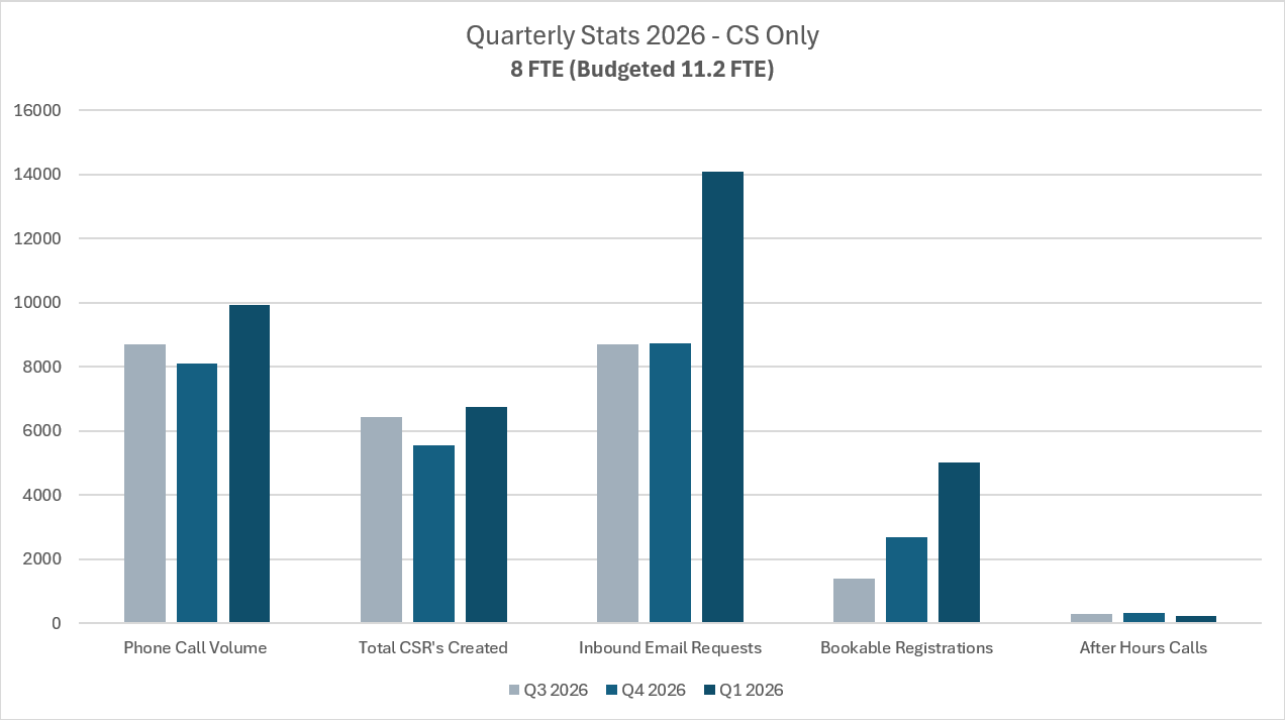
CUSTOMER EXPERIENCE

During Q1 2026/27, the Customer Experience team managed significant customer demand across multiple channels, handling 9,914 inbound phone calls, processing 14,095 inbound email requests, creating 6,753 Customer Service Requests (CSRs), registering 2,562 bookable facility bookings, and responding to 243 after-hours calls.

Call volumes eased over the quarter, from 3,849 in July to 2,988 in September, and service levels were maintained with an average wait time of 1.6 minutes. However, the call abandon rate averaged 13.83%, reaching 15.7% in both July and September. Customer demand continued to be particularly strong through digital channels, with inbound emails representing the largest area of customer contact. Bookable registrations were driven largely by sporting facilities and community resource bookings, peaking at 987 in August before easing to 662 in September.

Q1 2026/27				
	July	August	September	TOTALS
Inbound Enquiries				
Phone Call Volume Ave	3,849	3,077	2,988	**9,914**
Average Call Duration	3.34	3.39	3.43	**3.39**
Average Wait Time	1.7	1.1	2	**1.6**
Abandon Rate	15.70%	10.10%	15.70%	**13.83%**
Customer Service Requests				
Total CSR's Created	2,469	2,072	2,212	**6,753**
SSS	423	433	463	**1319**
Waste	280	247	218	**745**
Parking	259	327	339	**925**
Road, Street & Footpath	336	263	360	**959**
Inbound Email Requests	5,983	4,374	3,738	**14,095**
Parking				
PA Email Requests	487	600	714	**1801**
Requests to Withdraw	111	150	143	**404**
Made to Stand	49	48	87	**184**
Withdrawn	64	35	67	**166**
Final Reminders	532	705	979	**2,216**
Overdue Reminders Issued	290	288	579	**1,157**
MPES Referrals	189	207	112	**508**
Bookable				
Total Registered	913	987	662	**2,562**
Halls	118	130	99	**347**
Busking	35	24	37	**96**
Malls	1	5	16	**22**
Road Safety Centre	116	102	111	**329**
Sporting Facilities	411	483	302	**1,196**
Active Launceston	0	0	0	**0**
Resource	232	243	97	**572**
After Hours Calls	70	83	90	**243**
Total Counter Requests	871	666	718	**2,255**

The graph below illustrates the continued growth in customer demand since January 2026. Across successive quarters, increases have been evident in key workload drivers including inbound emails, customer service requests, bookable registrations, and overall customer contact volumes. While the team has continued to maintain service delivery standards.



VISITATION AND EVENTS

The July to September 2026 quarter saw significant activity across Visitation and Events, with a focus on delivering a diverse events calendar, supporting Launceston's visitor economy and progressing key strategic initiatives. Highlights included the facilitation of 22 events, implementation of Council's refreshed Events Grants Program, continued development of launceston.com.au and a renewed three-year partnership with Business Events Tasmania. Work also progressed on Launceston's UNESCO City of Gastronomy designation, visitor infrastructure projects and preparations for major upcoming events, supporting Council's commitment to a vibrant, welcoming and economically active city.

Event Facilitation

During the July to September quarter, the Events Facilitation Team worked closely with event organisers to successfully deliver 22 events across the municipality. These events included both new opportunities and valued returning events that continue to contribute to the vibrancy of our city and strengthen community connections.

Events play a vital role in strengthening Launceston's economy and community by attracting visitors, supporting local businesses, activating public spaces, and fostering community connection. Through the delivery of diverse events throughout the year, the Events Facilitation Team helps enhance Launceston's reputation as a vibrant regional destination while supporting safe, inclusive, and memorable experiences for residents and visitors alike.

Through collaboration with organisers, stakeholders, and internal teams, we supported a diverse calendar of free and ticketed events, providing opportunities for residents and visitors to connect, celebrate, participate, and experience all that Launceston has to offer.

Island Escape
The team facilitated Island Escape, a family-friendly winter event that transformed the city into a vibrant winter wonderland. The event combined live music, local food and beverages, creative art installations, fire pits, and community activities, creating a welcoming atmosphere for attendees of all ages.

Women's 5km
The Women's 5km event achieved record participation, attracting approximately 4,500 participants and raising almost $200,000 for Cancer Council Tasmania. The event continues to demonstrate the power of community-driven initiatives, promoting health, wellbeing, and charitable giving while drawing participants from across the region.

Junction Arts Festival
This year's Junction Arts Festival marked its 16th anniversary as one of Tasmania's premier contemporary arts, music, and performance festivals.

Once again, Junction Arts Festival transformed Prince's Square into a vibrant hub of creativity and connection. The four-day event attracted more than 5,000 attendees, featured over 365 artists, and delivered more than 90 performances, celebrating the diverse arts and culture that make Launceston unique.

World Street Eats
The team continued to support the delivery of several World Street Eats events, including the popular Riverbend Spring Spectacular.

World Street Eats has become a well-loved fixture in Launceston's events calendar, creating opportunities for locals and visitors to gather, connect, support local businesses, and enjoy the city's public spaces. These events continue to activate key community areas while providing economic benefits to local food vendors and event suppliers.

Looking Ahead
The next quarter will see the Events Facilitation Team support the delivery of 37 events which include the following major community events:

- Little Food Festival
- The Christmas Parade and the Lighting of the Christmas Tree
- Carols in the Park
- BeerFest
- RegFest

RegFest
A new addition to Launceston's events calendar, RegFest is a family-friendly Australian country music and rock festival that tours regional communities across Australia.

The event will feature live music performances, food and beverage vendors, and a relaxed festival atmosphere designed to appeal to a broad audience. Importantly, approximately 40% of attendees are expected to travel from interstate, providing a valuable opportunity to showcase Launceston as a destination and support local accommodation providers, hospitality businesses, retailers, and tourism operators.

ROAM
ROAM event, is a pop-up experience which took place on Saturday, 4 July. ROAM invited locals and visitors to explore a walkable trail of music, light and local hospitality, transforming the city into a vibrant winter playground. Featuring live performances from Paper Moon, Kate Rigby, Randall Foxx, The Disappearer, Frosty and Wud, there was something for everyone.

The event ran from 7pm to 10pm, with the trail commencing at Island Escape in Inveresk and continuing along Tamar Street, Cameron Street, George Street (Amelia Parklet), Quadrant Mall and St John Street (Tinka Parklet and Dill Pickle Club), finishing at Princes Square.

Citizenship Ceremony
The final Citizenship Ceremony for 2026 was held on Wednesday, 29 July, welcoming over 120 new Australian citizens and their families to celebrate this significant milestone.

Council worked closely with Theatre North to enhance the ceremony experience, introducing an improved site plan, greater opportunities for photographs with the Mayor and a more welcoming and social post-ceremony celebration. These improvements helped create a memorable occasion for new citizens and their loved ones, recognising the importance of this milestone and celebrating the diversity and growing multicultural community of Launceston.

Vietnam Veterans Day
The Events Team assisted the RSL with the logistics and coordination of Vietnam Veterans Day on Tuesday, 18 August. Support included coordinating the Order of Service, chairs and tables, as well as AV and technical requirements.

The Events Team continues to meet regularly with the RSL to provide ongoing event planning and logistical support as required.

Little Food Festival
Planning for the Little Food Festival is underway with the inaugural event set to be delivered on 14 and 15 October 2026 in the Launceston CBD.

The festival will celebrate and elevate Launceston's UNESCO Creative City of Gastronomy designation through a vibrant program showcasing local producers, food businesses, chefs, and culinary talent. Designed as a family friendly community event, the festival will feature interactive food experiences, cooking demonstrations, and hands-on activities that encourage positive connections with healthy food and local produce.

The event aims to increase visitation to the city centre, strengthen community pride in Launceston's gastronomy story, support local producers and businesses, and foster greater understanding of healthy and sustainable food systems.

Planning is progressing well, with supplier engagement, program development, stakeholder partnerships, and sponsorship discussions underway. The festival is set to become a signature celebration of Launceston's food culture and a valuable addition to the city's events calendar.

Gastronomy
Significant work progressed throughout the quarter to strengthen Launceston's UNESCO City of Gastronomy designation, with a focus on industry engagement, destination promotion, strategic planning and embedding the designation across Council initiatives.

A key priority was continuing to build and strengthen relationships with local producers, hospitality businesses, food industry representatives and organisations involved in Launceston's gastronomy sector. This engagement has focused on developing connections across the industry, identifying opportunities for collaboration, and strengthening the networks that support the designation. Establishing these relationships is an important foundation for future initiatives and ensuring the designation reflects the people, businesses, and experiences that contribute to Launceston's food culture.

New City of Gastronomy signage was installed at Launceston Airport during the quarter, creating a prominent opportunity to introduce arriving visitors to Launceston's UNESCO designation. The signage incorporates storytelling aligned with the Launnie Place Brand, connecting the city's gastronomy identity with its broader destination narrative. This provides an additional touchpoint to communicate Launceston's unique identity and encourage visitors to discover the local food and hospitality offering during their stay.

Development of the Gastronomy Framework commenced during the reporting period. The Framework will establish a coordinated approach to supporting and leveraging the designation, bringing together the various areas of Council and external stakeholders involved in gastronomy-related initiatives. This work will help identify shared priorities, opportunities for collaboration, and the longer-term direction of Launceston's involvement in the UNESCO Creative Cities Network.

Alongside this, work commenced on a Gastronomy Communications Guide to establish consistent messaging and shared language across Council projects, programs and communications connected to the designation. The guide is intended to support a coordinated approach to how Council communicates Launceston's gastronomy identity, ensuring the designation is represented consistently across destination marketing, events, community initiatives and other relevant activities.

Collaboration also continued with Council's Events team in preparation for the Little Food Festival, with the City of Gastronomy designation helping to inform the event's development, programming and storytelling. This included opportunities to celebrate local food culture, connect the community with producers and food experiences, and strengthen the Festival's relationship with Launceston's broader gastronomy identity.

Collectively, the quarter's activities focused on strengthening the foundations of the City of Gastronomy program through industry relationships, strategic direction, consistent communications and practical opportunities to bring the designation to life for residents and visitors.

Visitation
Work continued on implementing Council's Visitation Framework, with a focus on strengthening Launceston's visitor economy, enhancing the visitor experience and supporting year-round visitation. The Framework continued to inform Council's approach to destination marketing, visitor servicing, tourism partnerships and opportunities to encourage visitors to explore Launceston and the broader Northern Tasmanian region.

Launceston.com.au Destination Website
Continued development of launceston.com.au in partnership with Council's Communications and Marketing team. Work focused on building destination content, refining website functionality, and integrating visitor information, events and experiences. The website will provide a central platform for promoting Launceston's attractions, businesses, and visitor experiences.

Business Events Tasmania
Council approved a new three-year funding agreement with Business Events Tasmania (BET) at its meeting on 3 September 2026. The agreement supports the attraction of business events to Launceston and strengthens collaboration between Council and BET to maximise the benefits of conferences and business events held in the city. The agreement places greater emphasis on destination promotion, connecting delegates with local businesses and visitor experiences, encouraging extended stays and providing regular reporting on business event activity and outcomes.

Tourism Industry Engagement
Engagement with the tourism industry continued throughout the quarter, including participation in the Tourism Conference, providing opportunities to connect with tourism operators, industry organisations and destination partners.

Discussions focused on visitor economy priorities, industry challenges and opportunities for collaboration, with insights informing Council's ongoing destination development and visitor servicing activities.

Council also continued engagement with Tourism Tasmania and Visit Northern Tasmania on regional tourism priorities and opportunities to strengthen Launceston's visitor economy.

Launceston Visitor Information Centre
The Launceston Visitor Information Centre recorded 4,400 visitors during July to September 2026, a decrease of 12.7% compared with the same period in 2025. Total sales were $69,974.66, down 35.5%, while retail sales totaled $9,064.51, a decrease of 65.4%.

Despite the overall decline, some retail categories performed well. Plush toy sales increased from $853.75 to $4,401.70 compared with the same period last year, and Launceston place brand merchandise generated $3,814.10 in sales. The Centre continued providing visitor information, bookings and regional tourism recommendations from its Town Hall location.

Myrtle Park RV Dump Point
Progressed site investigations and design work for the Myrtle Park RV Dump Point, funded through the Spirit Preparedness Fund. Investigations identified that the existing wastewater infrastructure was unsuitable for the proposed dump point, with a standalone holding tank identified as the preferred approach.
Work continued with engineering consultants and Council's Parks & Recreation team to address site requirements, servicing arrangements and approvals ahead of installation.

Northern Inveresk RV Rest Stop
Continued planning for the proposed Northern Inveresk RV Rest Stop, including discussions with Building Tasmania regarding grant requirements, site approvals and project delivery.

Electrical and Signal Box Wraps
Progressed the development of a streetscape improvement initiative to install Launnie Place Brand artwork on electrical and traffic signal cabinets across the city.

Work included identifying priority locations, liaising with asset owners TasNetworks and Building Tasmania, and obtaining indicative installation and production costs. The project aims to improve streetscape presentation and strengthen Launceston's destination identity.

Launceston Place Brand Merchandise
Continued development and promotion of Launceston-branded merchandise through the Visitor Information Centre. The range supports destination promotion and provides opportunities to showcase Launceston's identity through locally relevant products.
During the quarter, Launceston place brand merchandise generated $3,814.10 in retail sales.

Partnerships and Grants
The July to September quarter marked a significant period of implementation and delivery for Council’s refreshed Events Grants Program, with the new funding categories progressing from program design into application assessment, funding recommendations and Council approval.

Following the adoption of the refreshed Events Framework, Outgoing Grants Policy and Event Grant Program Guidelines in the previous quarter, the new funding model was put into practice across the Community Event Grants, Fundraising Event Grants, Innovation Partnership Grants and Destination Partnership Grants categories. The assessment processes applied the published eligibility requirements, assessment criteria and available budgets to support a transparent and competitive allocation of funding.

A major achievement during the quarter was the completion of the inaugural assessment process for the Innovation Partnership and Destination Partnership Grants. Following the Expression of Interest (EOI) process, 31 EOIs were received, with 23 applicants invited to submit full applications. The applications sought approximately $690,000 in funding, demonstrating strong demand and significant interest from event organisers and industry partners.

Following assessment and consideration by the Event Grants Assessment Panel, Council approved $255,000 through the Innovation Partnership Grants and $140,000 through the Destination Partnership Grants, representing a combined allocation of $395,000. The Innovation Partnership Grants included two three-year partnerships, supporting Junction Arts Festival and Festivale across the 2026/27, 2027/28 and 2028/29 financial years. A further $155,000 was approved for four event initiatives from the 2026/27 budget. The Destination Partnership Grants supported seven events and initiatives, each receiving the recommended $20,000 allocation.

Council also considered and approved funding recommendations for Round 2 of the 2026/27 Community Event Grants and Fundraising Event Grants on 20 August 2026. The Community Event Grants round supported a diverse range of small and medium-scale events, with $109,000 approved for 13 applicants. Funded initiatives included World Street Eats, Rayakana Milaythina (Song of Country), VDB Lunchbox Concerts 2027, the Sri Lankan New Year Festival 2027, Tasmanian Fibre Festival, Launceston Ukulele Jamboree 2027 and a range of other community events. A further $5,000 was approved through the Fundraising Event Grants category for Cancer Council Tasmania's Launceston Relay for Life.

The assessment and allocation processes resulted in funding being distributed in line with the Panel's recommendations and the available program budgets. Applicants were assessed against the published criteria, with some receiving partial funding and others not progressing to funding due to the competitive nature of the rounds and finite funding availability.

Alongside the assessment and Council approval processes, significant program administration was undertaken through SmartyGrants, including application management, assessment coordination, preparation of assessment materials, panel support and the development of Council reports and funding recommendations. Work also progressed to support the implementation of the new assessment arrangements and ensure consistent application of the program's governance and decision-making requirements.

Council continued to provide guidance to prospective applicants and event organisers on funding eligibility, grant categories, application timing and future funding opportunities. This included responding to enquiries about potential events in 2027 and 2028, explaining the distinction between the partnership and responsive grant pathways, and advising organisations about the relevant application timelines.

Existing grant and sponsorship commitments also continued to be administered during the quarter, including applicant correspondence, funding and payment administration, acquittal follow-ups and support for existing event partnerships. This work helped maintain relationships with funded organisations and support compliance with Council's funding and acknowledgement requirements.

Collectively, the quarter represents an important milestone in embedding Council's refreshed events funding framework. The successful progression of the new grant categories through application, assessment and Council approval has established a stronger foundation for strategic investment, supporting a diverse and sustainable events calendar while seeking to maximise community participation, economic activity, visitation and Launceston's profile as an events destination.

MARKETING AND COMMUNICATIONS

During the quarter, the Marketing and Communications team delivered a broad program of communications, marketing, digital and engagement activity to support Council projects, services and strategic priorities.

Key areas of focus included delivering major marketing activity through the Hawthorn partnership, further developing Launceston.com.au, supporting major Council projects and community initiatives, and delivering community engagement activities.

Media Engagement

During the quarter there was a strong focus on proactively identifying and promoting Council projects, events and initiatives while continuing to respond to incoming media enquiries.

A total of 20 media releases were issued during the quarter. Three stories were also directly pitched to media and generated earned media coverage.

Key media activity included the reopening of the Punchbowl Reserve Playspace, commencement of Stage 1 of the Birchalls redevelopment, completion of the new waterslide at the Launceston Aquatic Centre and installation of the Northern Gateway Artwork.

The quarter also focused on building stronger relationships with internal project teams and external stakeholders to support earlier communications planning and better alignment across media, social media, websites and other communication channels.

Digital Channels

Council’s digital channels continued to provide important ways for people to access Council services and information, engage with Council content and discover more about Launceston.

Launceston.tas.gov.au

Council’s corporate website recorded approximately 288,000 users and 475,000 page views during the quarter. Importantly, Tasmanian users increased by 9.7%, indicating continued growth in local use of the site. Key service information also recorded increased use, including parking, payments and Council news.

The website generated approximately 6,500 online form submissions and 43,000 clicks to key Council services and information, demonstrating its role as an important service channel for the community.

Overall website traffic increased significantly; however, some of this growth was linked to unusual international traffic and a technical issue associated with the Carr Villa kiosk.

These issues are being addressed so future reporting provides a clearer picture of genuine community use.

Launceston.com.au
Launceston.com.au recorded approximately 16,700 users and 26,300 page views during the quarter, with marketing campaigns driving much of the activity.

The website reached a strong interstate audience, with approximately 86% of Australian users coming from outside Tasmania, led by Victoria and New South Wales. Most visitors were also new to the website, indicating campaign activity was reaching new audiences.

Hawthorn campaign content was a significant driver of activity, with the page Hawthorn in Launnie recording 9,433 page views and Become a Home Ground Hero competition page recording 6,554 page views.

During the quarter, new content was also developed for the next phase of Launceston.com.au, with an initial focus on what's on, things to do and practical visitor information. This work forms part of the ongoing development of Launceston.com.au as the primary destination website for visitors and residents, as well as people considering moving to or investing in Launceston.

Social Media
Council's social media channels recorded strong growth during the quarter, alongside a busy program of campaigns, events and community communications.

Facebook content generated 1.8 million views, an increase of 45.3% compared with the previous quarter, and reached 209,500 individual viewers. Content interactions increased 59.5% to 9,300, while link clicks increased 40.6% to 6,000.

Instagram also recorded stronger content performance, with 145,700 views, up 27.3%, and 3,200 content interactions, more than double the previous quarter. Link clicks increased 238.7% to 674.
Across both channels, the largest audience was people aged 35 to 54. Facebook maintained a particularly strong local audience, with 30.1% located across Greater Launceston. Melbourne was also the largest individual city audience on both Facebook and Instagram, providing an established interstate audience for visitor and destination content.

eNews
Council's eNews finished the quarter with 10,248 subscribers, with three editions delivering 24,662 emails. Total opens more than doubled to 5,464, while the click rate increased to 9.8%, indicating readers continued to engage with and act on Council content.

Core Marketing Projects
Three core marketing projects were delivered during the quarter, demonstrating the team's work across destination marketing, community connection and promotion of Council projects.

Hawthorn 25-year Partnership Campaign
A major focus for the quarter was leveraging Council's 25-year partnership with Hawthorn Football Club to celebrate the milestone locally, engage the community and promote Launceston to Hawthorn supporters interstate.

- **25-year Exhibition and Hawk Walk** - The 25-year retrospective exhibition continued at Town Hall during the quarter, showcasing the history of Hawthorn's relationship with Launceston through memorabilia, historic moments and interactive displays.

  The 25-year celebration game was supported by the Hawk Walk, which attracted approximately 300 to 400 people. The Prospect Hawks ran a barbecue, alongside marching drums, giant Hawthorn flags and representatives from Council and Hawthorn. The event also encouraged supporters to visit the exhibition at Town Hall before continuing to UTAS Stadium.



Northern suburbs school engagement

  Council also supported Hawthorn's school engagement day at the HUB Sports Centre in Mowbray, with a focus on northern suburbs schools. The day brought together 255 Grade 5 and 6 students from Mowbray Heights, Ravenswood and Invermay primary schools for a range of sporting and educational activities.

- **Promoting Launceston to Hawthorn supporters -** Council developed a digital destination campaign featuring Hawthorn players showcasing Launceston experiences (https://www.facebook.com/share/p/1W1Z1VLUmw). The content was shared through Hawthorn's social media channels, providing direct access to the club's supporter audience and encouraging people travelling for games to explore more of Launceston and extend their stay.

The main paid and organic campaign content generated approximately 168,900 impressions, reached 80,450 people, generated 12,800 engagements and attracted 11,900 video views. The content was developed as a reusable destination marketing asset and can be used again to promote Launceston in the lead-up to the 2027 season.

Hawthorn also promoted the campaign directly to its supporter database. The dedicated email was sent to more than 103,000 supporters, achieving a 34% open rate and 9.78% click-to-open rate, helping build awareness of Launceston as a destination for future games and longer stays.

A competition was run alongside the campaign, requiring entrants to join Council's email database. It generated 3,051 eligible entries, creating a new audience Council can communicate with directly in the lead-up to the 2027 season.

There's Room For You in Launnie / Welcome to Launnie

The There's Room For You in Launnie campaign was delivered as part of Loneliness Awareness Week in August, with a focus on helping people find opportunities to connect and participate in the Launceston community.

Council worked with local organisations to promote social activities, community spaces and opportunities for connection across Launceston.

The campaign included Welcome to Launnie, a morning tea for new residents which attracted approximately 80 attendees, providing an opportunity for people new to the city to meet others and learn more about their community.

The team also supported the Out of the Shadows suicide awareness walk on 10 September, extending the campaign's focus on connection and community participation. Promotion was delivered through Council's social media, eNews and other communication channels.

Punchbowl Reserve Playspace

Marketing and communications activity supported the reopening of the upgraded Punchbowl Reserve Playspace and its community celebration in September.

Activity included event promotion, social and digital communications and proactive media engagement. Communications were also managed around the weather-related rescheduling of the celebration.

The community celebration was held on 12 September, attracting approximately 300 to 400 people.

Campaign and Community Communications
In addition to the core projects, the team delivered communications and promotional activity across a range of Council services, community initiatives and partner campaigns during the quarter.

- **LoopedIn Councils:** a print, social and digital campaign promoted the waste and recycling app and its functionality, including digital Waste Centre vouchers, personalised bin collection reminders and recycling information.
- **ROAM:** communications and marketing developed print material and promoted the event, encouraging people attending the Hawthorn 25-year celebration game and *Island Escape* to continue into the city and enjoy Launceston's hospitality and late-night economy.
- **Adopt-a-Tree:** communications and promotion supported the rollout of Council's Adopt-a-Tree program, which attracted more than 200 requests in its first month.
- **Flammable Five:** communications and social media activity supported the waste education campaign.
- **Carr Villa Memorial Park:** communications and promotion supported community activities including the Father's Day event and Dying to Know You.
- **Brand Tasmania Population Survey:** Council channels were used to encourage local participation in the statewide survey.
- **AusAlert:** community communications supported the national test on 27 July, helping residents understand the purpose of the test and what to expect.
- **Local government election:** communications activity provided the community with information about enrolment, key dates and the election process.
- **LAC Family Pass:** communications supported the delivery of complimentary Launceston Aquatic Centre Family Passes distributed to eligible property owners through annual rates notices.
- **H5 bird flu:** timely community information was delivered through Council channels, directing people to current advice and information about reporting sick or dead birds.



Major Project Communication and Design
The team also delivered communications and design activity for a number of significant Council infrastructure and public-space projects during the quarter.

- **Myrtle Park:** extensive signage and visitor information, including a redesigned site map, large-format signage and supporting information associated with changes at the campground.
- **City Park Playspace**: signage and communications supporting the project.
- Birchalls redevelopment: project communications and signage associated with Stage 1 works.
- **Hobblers Bridge Redevelopment:** project communications and signage supporting the redevelopment.
- **Princess Theatre Redevelopment:** project communications and design, including large-format construction hoarding.
- **Northern Gateway Artwork:** communications and media activity supporting the installation of *Sky Vessels*.
- **ArtBox:** communications and promotion supporting the launch.

Community Engagement
Community engagement activities during the quarter included consultation on the Margaret Street reconstruction project and proposed Launceston Aquatic Centre changeroom upgrade.

- **Margaret Street Stakeholder Consultation -** Stakeholder consultation for Stage 1 of the Margaret Street reconstruction project was undertaken between July and September 2026. Engagement included letters, emails, phone calls, site meetings, business visits and direct discussions with residents, businesses and community groups. Feedback was generally positive, with stakeholders supportive of the proposed infrastructure renewal and safety improvements. Concerns raised by a small number of property owners were resolved through ongoing consultation without affecting the overall project objectives.
- **Launceston Aquatic Centre Changerooms Upgrade -** Community consultation on the proposed Launceston Aquatic Centre changeroom upgrade was undertaken in August 2026. Engagement included a staffed pop-up at the Centre, feedback cards and an online survey, supported by information about the proposed design and frequently asked questions. Feedback indicated strong support for upgrading the existing facilities, alongside significant concerns about the proposed all-gender layout. Several respondents supported retaining separate male and female facilities while incorporating additional private cubicles or family-friendly spaces. Feedback received through the consultation informed refinements to the proposed designs, with facility users to be updated on the changes in October 2026.
- **Tomorrow Together -** Most engagement activity during the quarter was undertaken outside Council's Tomorrow Together platform, resulting in lower active participation compared with previous quarters. Community updates were provided for three projects: the Alanvale Neighbourhood Plan, Launceston Domestic Wood Smoke engagement findings and Launceston Urban Greening Strategy: Precinct 2 - Greening Newnham. Despite lower participation, Tomorrow Together recorded 4,891 visits during the quarter. Future activity will focus on increasing awareness and participation by identifying relevant engagement opportunities across Council.

QVMAG

On 30 September 2026, Sam Johnson OAM (Chief Executive Leader), Nathan Williams (Executive Leader Delivery and Performance) and the Director of QVMAG met with the recently-appointed Arts Minister, Roger Jaensch, discussing a range of matters, including current state challenges, and potential future partnerships for QVMAG.

Exhibitions and Programming
The Aboriginal Reference Group has resumed, with six members already beginning work on refreshing the Terms of Reference, and preliminary discussions around the First Tasmanians exhibit at Royal Park. ARG is excited by QVMAG's approach toward incorporating appropriate Indigenous knowledge and displays as a part of its offering, and are broadly supportive of a renewed First Tasmanians exhibit at Inveresk, leaving room for a dedicated First Nations Gallery at Royal Park.

Throughout the quarter, four new exhibitions opened across the Museum and Art Gallery flagship destinations - bringing national, touring experiences to Launceston's doorstep, all exclusive in Tasmania to QVMAG.

July celebrated the opening of Fantastic Forms, capturing the energy, movement and colour in the expansive creative practice of Merric Boyd (1888-1959). Featuring over 200 drawings and ceramics from the Bundanon Collection, in dialogue with contemporary works, this exhibition celebrated the endless creativity of the human imagination and welcomed 7,356 visitors to the Art Gallery during its display from 25 July to 27 September 2026.

August welcomed the highly anticipated LOVING: Photographs of Men in Love 1850s-1950s exhibition, in partnership with the Delegation of the European Union to Australia as part of its global tour.

This incredible exhibition is designed to bring long-hidden stories into the light through hundreds of rare and intimate photographs dating from the 1850s to the 1950s - captured at a time when same-sex relationships were often criminalised or socially condemned.

Opening to a packed crowd of over 150 guests at the Art Gallery on Friday 21 August, this exhibition invites reflection on the fight for equality and freedom by drawing on the histories and values shared by the EU and Australia.

September saw the dual opening of two feature exhibitions, both across the Art Gallery and Museum sites for visitors, including the vibrant and immersive Maria Fernanda Cardoso: Spiders of Paradise and powerful Art in Conflict: 15 Years of Art at the Australian War Memorial.

Opening at the Museum at Inveresk on 5 September, Spiders of Paradise celebrated its opening with a crowd of 148 community members celebrating its official evening launch to the public. On tour from Museum of Contemporary Art Australia, this vibrant and immersive exhibition takes visitors on a large-scale photographic experience exploring the tiny Australian Maratus spider – measuring less than 5mm in size – and their unique, brightly-coloured abdomens, which form part of their elaborate mating rituals.

Finally this month, the Art Gallery welcomed the opening of Art in Conflict on 12 September, touring to Launceston from the Australian War Memorial. This diverse display of artwork brought light to untold stories, reveal neglected histories and deepen our understanding of Australia's experience of conflict, both past and present, while featuring works by nationally acclaimed artists such as Ben Quilty, eX De Medici, Mike Parr and more.

Collections
In September QVMAG took part in two scoping trips, the first to Hobart to see TAS Archives and TMAG's back of house and storage facilities, and the next to Canberra and Bathurst for site visits to the Australian War Memorial, the Australian Museum, the Australian Portrait Gallery, CSIRO and the Central Tablelands Collection Facility. This was an informative exercise and has been helpful in generating ideas for offsite storage.

Visitor Experience
The Queen Victoria Museum and Art Gallery (QVMAG) delivered a strong quarter of growth, engagement and cultural impact during the July-September Quarter, welcoming 31,426 visitors across the Museum at Inveresk and Art Gallery at Royal Park. The quarter was packed with vibrancy for visitors all thanks to a diverse range of public programming efforts for visitors of all ages exploring the institution. Starting with the July school holiday period, the Museum at Inveresk was activated with a line-up of programs for families and teens as part of the beloved Holiday Program.

During the term break, families we're immersed in hands-on workshops as they learnt about the world of trilobites - amazing ancient sea creatures that lived well before the dinosaurs - with special guest Dr Russell Bricknell, recycled art challenges, stop motion animation, and discovering the super-speed and strength of earths tiniest superheroes - *bugs* - through hands on fun. Additionally, this month welcomed back the popular *Teens Studio* program at QVMAG, specifically designed to engage youth from ages 14-17 in diverse art practice through exclusive workshops with local makers and practitioners.

Later in the month, the Planetarium welcomed two feature public program offerings, including two sold-out live shows with Tassie's beloved cosmic-rock band, Golden Sunbird Through this collaboration as part of their national Planetarium concert series, visitors were treated to a visually striking full-dome show alongside a live intergalactic rock performance, unlike any traditional concert in town.

To kickstart celebrations Science Week 2026, the popular Science Week for Schools program saw a week-long activation at the Museum at Inveresk starting from Monday, engaging over 441 students from across northern Tasmania with hands on science education experiences with the QVMAG team. 2026 welcomed back the popular My Place My Future x QVMAG competition for schools within the northern suburbs of Launceston, enabling teachers to enter their classroom to win one of two inclusive Science Week experiences at QVMAG - programming and travel costs - removing barriers to access for schools in underserved community zones of our municipality.

On Wednesday 19 August the ever-popular annual Science Week Pub Trivia welcomed over 90+ local science buffs to Du Cane Brewery to enjoy a battle of the minds over a drink and pizza, as the QVMAG quizmasters asked everything from under the sea and weather science to species facts and science movies.

Finally, to send the quarter off with a bang - Science Week 2026 rolled into town at the Museum at Inveresk, welcoming over 710 community members to the BIG Day of Science on Saturday 22 August - with workshops held by Tassie's own Robot Man, the Quantum Dark Matter Roadshow, the Sustainability Centre, UTAS and a takeover of the entire feature gallery at the Museum with free, accessible programs for all ages. This quarter was a brilliant display of community activation, inclusion, and engagement across the institution.

Business Support
There is a targeted callout for the vacant Café space at QVMAG Inveresk.

Another bequest has come to QVMAG in the form of art works by and belonging to local artist Greg Leong. Greg was a prominent figure in both Launceston's artistic and Queer communities, and a selection of his work has been made, and will be presented to MGAB in December's meeting.

The 2025-6 Annual report has been drafted and will soon be presented to Councill for ratification.

QVMAG Friends and QVMAG Foundation have both held their AGMs since our last meeting.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

17.2. LIFE Food Hub: Proposed Variation to Approved Community Grant Funding

FILE NO: SF7670

AUTHOR: Roshani Hamal (Partnership and Grants Officer)

APPROVER: Jane Lewis (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider and approve a request from Launceston Independent Food Enterprise Inc. (LIFE) to vary the approved purpose of its $5,000 Community Grant for the LIFE Food Hub (Social Supermarket), redirecting the funding towards alternative project costs.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council – 30/04/2026 - Agenda Item Number – 17.3 Community Grants Round 2 2025/2026

RECOMMENDATION:

That Council:

1. approves LIFE's request to vary the approved purpose of its $5,000 Community Grant for the LIFE Food Hub (Social Supermarket), redirecting the funding from refrigeration equipment towards commercial shelving and/or flooring, in accordance with the revised project budget.

REPORT:

1. Purpose
To seek Council's approval for LIFE to redirect its $5,000 Community Grant from refrigeration equipment to other fit-out costs for the LIFE Food Hub (Social Supermarket).

2. Background
At its meeting on 30 April 2026, Council considered applications under the Community Grants (Organisations) Program: Round 2, 2025/2026. LIFE applied for $5,000 to support its LIFE Food Hub, which aims to provide affordable and healthy food to people experiencing financial hardship, particularly in Launceston's northern suburbs.

The project aims to improve food security, particularly for people in Launceston's northern suburbs experiencing financial hardship, by providing affordable and healthy food in a dignified, retail-style environment. The project also aims to provide opportunities for social connection, food education, and access to support services. The application identified pensioners, single parents, low-income working families and people experiencing food insecurity as its target beneficiaries, with up to 1,000 people expected to benefit directly.

3. Previous Council approval

LIFE's application received 83.75%, ranking first among the eight applications. Council approved $5,000 towards the purchase of a three-door glass-front refrigerator. The original project budget was:

Item	Amount (excl. GST)	Funding source
Three-door fridge	$4,105	Council
Two-door freezer	$5,133	LIFE
Total project cost	$9,238	

The original project plan also referred to the installation of shelving and appliances. However, the specific $5,000 Council funding request was for the refrigerator.

4. LIFE's request to change the approved expenditure

LIFE has since received two fresh produce fridges donated by the University of Tasmania (UTAS). As the refrigeration equipment is no longer required, LIFE is requesting approval to redirect the $5,000 grant towards commercial shelving and/or flooring.

Proposed expenditure	Amount (excl. GST)
Commercial shelving	$4,930.51
Flooring	$13,621.13
Total	$18,551.64

5. Assessment and considerations

5.1 Alignment with the approved project

The proposed shelving and flooring support the establishment of the social supermarket and align with the original project objectives. However, as Council approved the funding specifically for refrigeration equipment, a further Council decision is required to approve the change.

5.2 Updated budget and co-contribution

LIFE is required to provide an updated project budget outlining the revised expenditure, donated equipment and other contributions. The required 20% co-contribution and current GST status must also be confirmed.

5.3 Governance

As the original funding purpose was approved by Council, the requested variation must also be considered by Council. The original resolution will need to be rescinded and replaced with a new resolution reflecting the final decision.

Council originally approved $5,000 to LIFE for refrigeration equipment for the LIFE Food Hub. Following the donation of two fridges by UTAS, LIFE has requested to redirect the funding towards commercial shelving and/or flooring. Council is asked to consider the request, having regard to the original assessment ranking and updated project budget, and determine whether the funding should remain with LIFE for the revised purpose.

RISK IMPLICATIONS:

There is a governance and reputational risk if the approved grant purpose is changed without Council approval or consideration of the original competitive assessment. There is also a financial risk if the revised budget, co-contribution and GST details are not confirmed. These risks can be managed through Council approval and review of the updated supporting documents.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The LIFE Food Hub aims to improve food security by providing affordable and healthy food to people experiencing financial hardship. The proposed fit-out costs support the establishment of the social supermarket.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 3 - People	
Goal 3.2 Participation in cultural and recreational activities is widespread across the community and promotes health and wellbeing at all ages while bridging social, cultural and geographical gaps.	
Objective 3.2(a)	Achieve an improvement in health and wellbeing through addressing barriers to inclusion and promotion of physical and social activity such as community arts, sports and recreation.
Objective 3.2(b)	Broaden and increase participation in arts, cultural, and community events to foster community identity, leadership and capacity building, resilience, pride & a sense of belonging.

BUDGET AND FINANCIAL IMPLICATIONS:

The proposed variation does not increase the original $5,000 grant allocation.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. CONFIDENTIAL REDACTED - Council- Agenda-30- April-2026 [**17.2.1** - 11 pages]
2. CONFIDENTIAL REDACTED - CG P 01079 - application - 15145629 - Community Grants Org [**17.2.2** - 14 pages]
3. CONFIDENTIAL REDACTED - LIF E's request for variation and supporting quotations [**17.2.3** - 37 pages]

17.3. Cost of Living Measure - Reduction in Casual Child Swim Entry Fees at the Launceston Leisure and Aquatic Centre - Summer 2026/27

FILE NO: SF5674

AUTHOR: Dravid Rao (Acting Senior Leader Community Place and Wellbeing)

APPROVER: Jane Lewis (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider a time-limited 50% reduction in casual child and toddler swim entry fees at the Launceston Leisure and Aquatic Centre during the 2026/27 Tasmanian school summer holidays, as a cost of living measure for local families.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas):

- Section 205 - Fees and charges
- Section 207 - Remission of fees and charges

RECOMMENDATION:

That Council:

1. pursuant to section 207 of the Local Government Act 1993 (Tas), approves a 50% remission of the following adopted 2026/2027 casual aquatic entry fees at the Launceston Leisure and Aquatic Centre, from Saturday 19 December 2026 to Wednesday 3 February 2027 inclusive, being the Tasmanian government school summer holiday period:
    a. Casual Child (6-15 years), from $7.30 to $3.65 per entry;
    b. Casual Toddler, from $5.00 to $2.50 per entry; and
    c. Casual Toddler and Supervisor, from $7.30 to $3.65 per entry;

2. notes the reduced fees apply to single casual aquatic entry only, and do not apply to visit passes, memberships, Swim School, school and group bookings, birthday parties, Aquatic Plus, LAfit or waterslide fees, which remain at the adopted 2026/2027 rates; and

3. notes the estimated revenue forgone is up to $40,913 (GST inclusive), or $37,193 (GST exclusive), based on the average of the past two summer holiday periods.

REPORT:

Purpose
This report seeks Council approval to halve casual swim entry fees for children and toddlers at the Launceston Leisure and Aquatic Centre (LAC) over the 2026/27 summer school holidays.

The measure is a targeted, time-limited response to cost-of-living pressures on local households, delivered through one of Council's most heavily used community facilities at the time of year family budgets are most stretched.

This report is presented alongside the cost-of-living car parking report at this meeting, giving Council the opportunity to consider a coordinated summer package of support for the community.

> **At a glance (Option A - recommended)**
> **Saving per visit:** $3.65 for each child or toddler-and-supervisor entry; $2.50 for each toddler entry
> **Period:** the full Tasmanian school summer holidays, 19 December 2026 to 3 February 2027
> **Reach:** more than 11,300 child-related casual entries forecast across the period
> **Cost to Council:** up to $37,193 (GST exclusive), with the net figure reducing as attendance increases

Background
Rising household costs continue to affect families across the municipality. Summer school holidays add further pressure, with parents and carers looking for affordable, safe and healthy activities for children over a seven-week break. The LAC is the region's premier public aquatic facility, and its outdoor and indoor pools are at peak demand over this period.

Independent research confirms the pressure on local families. Anglicare Tasmania's *Stretched Too Far* report, launched in Launceston in October 2024, found the cost-of-living crisis has pushed many low-income Tasmanian families into deeper disadvantage, with even dual income and mortgaged households finding it increasingly difficult to cover the essentials. More recently, the Australian Council of Social Service and UNSW Poverty in Australia report estimated that 81,500 Tasmanians are living in poverty, around one in seven people.

Casual entry is the entry type most used by families who swim occasionally or cannot commit to the upfront cost of a membership or visit pass. A reduction in casual child entry fees therefore directs support to the most price sensitive users.

Visitation analysis

LAC visitation data for the past two summer holiday periods (15 December to 1 February) are summarised in Table 1.

Table 1: Child-related casual entries at LAC, summer holiday periods

Casual entry type	2024/25 entries	2025/26 entries	Two-year average	2026/27 fee
Child (6-15 years)	7,544	8,051	7,798	$7.30
Toddler	373	281	327	$5.00
Toddler and Supervisor	3,402	2,972	3,187	$7.30
Total entries	**11,319**	**11,304**	**11,312**	
Revenue at fees applying	**$72,073**	**$78,510**	**$81,826 (forecast)**	

Revenue figures are GST inclusive. 2026/27 forecast applies adopted 2026/27 fees to the two year average entries.

The data shows three clear trends:

- **Demand is stable and predictable.** Total child-related casual entries were almost identical across both summers (11,319 and 11,304), giving a reliable base for forecasting the financial impact.
- **Price sensitivity is evident in the toddler market.** When fees rose between 2024/25 and 2025/26, Toddler and Supervisor entries fell by 14% combined, indicating these families respond to price and are likely to benefit most from a reduction.
- **Visitation is concentrated early in the holidays.** The four weeks from mid-December account for 55% of summer child entries, and the Christmas - New Year fortnight accounts for 25%.

Proposal

It is proposed that the following adopted 2026/27 casual aquatic entry fees be reduced by 50% for the full Tasmanian government school summer holiday period, Saturday 19 December 2026 to Wednesday 3 February 2027 inclusive:

Table 2: Proposed fees

Casual entry type	Adopted fee	Proposed fee	Saving per entry
Child (6-15 years)	$7.30	$3.65	$3.65
Toddler	$5.00	$2.50	$2.50
Toddler and Supervisor	$7.30	$3.65	$3.65

The dates align with the Department for Education, Children and Young People's published term dates (Term 4 2026 ends Friday 18 December; Term 1 2027 starts Thursday 4 February).

To illustrate the benefit, a family with two school-aged children swimming twice a week across the holidays would save around $95. A parent attending with a toddler twice a week would save around $48.

Conditions

- The reduction applies to single casual aquatic entry only, at the point of sale.
- Visit passes, memberships, Swim School, school and group bookings, birthday parties, Aquatic Plus, LAfit and waterslide fees are excluded and remain at adopted rates.
- Infant entry (under 2 years) remains free.
- LAC's existing condition of entry continues to apply: all children must be accompanied and actively supervised by a parent or guardian over the age of 16.
- Standard adult and concession fees apply to accompanying adults (other than the Toddler and Supervisor entry).
- LAC retains its usual capacity management and may restrict entry when pools reach safe capacity.

Why 50% and not free entry

A 50% reduction delivers a meaningful saving while retaining a modest user contribution. Free entry would double the cost to Council (approximately $81,800 GST inclusive) and carries a higher risk of unmanageable peak crowds on hot days, placing pressure on lifeguard supervision and the visitor experience. A 50% reduction is also simple for families to understand and for LAC to apply through its point of sale system.

Options

Council has four options, set out in Table 3. Forecasts are modelled on equivalent periods in the past two summers.

Table 3: Options and financial impact

Option	Period	Days	Forecast eligible entries	Revenue forgone (GST incl.)	Revenue forgone (GST excl.)
A (Recommended) Full summer school holidays	Sat 19 Dec 2026 - Wed 3 Feb 2027	47	11,312	$40,913	$37,193
B First four weeks	Sat 19 Dec 2026 - Sun 17 Jan 2027	30	6,186	$22,367	$20,334
C Christmas - New Year fortnight	Sat 19 Dec 2026 - Sun 3 Jan 2027	16	2,867	$10,359	$9,417
D Status quo	No reduction	-	-	$0	$0

Option A is recommended. It provides consistent support across the whole holiday period, avoids a confusing mid-holiday price change, and delivers the greatest community benefit.

Options B and C offer lower cost alternatives concentrated on the peak Christmas period; should Council prefer to limit the financial impact.

Attendance response

The forecasts in Table 3 assume no change in attendance and therefore represent the maximum revenue forgone. In practice, lower prices are expected to attract more visits, which recovers part of the forgone revenue. Table 4 shows the effect of attendance increases on Option A.

Table 4: Option A - sensitivity to attendance

Attendance response (Option A)	No change	+10%	+20%	+30%
Eligible entries	11,312	12,443	13,574	14,706
Revenue forgone (GST incl.)	$40,913	$36,821	$32,730	$28,639
Revenue forgone (GST excl.)	$37,193	$33,474	$29,755	$26,035

Additional visits also generate secondary revenue through accompanying adult entries, the café, swim shop and waterslide, which is not included in these figures. The net cost to Council is therefore expected to sit below the forecast maximum.

Implementation

- **Point of sale:** LAC will configure the reduced fees in its point-of-sale system to apply automatically for the approved period.
- **Communications:** a coordinated campaign with the car parking measure through Council's website, LAC and Council social media, media release, signage at the centre and school newsletters before Term 4 ends on 18 December.
- **Staffing:** LAC's summer rostering already caters for peak season demand. Daily attendance will be monitored and lifeguard and customer service rosters adjusted as needed.
- **Evaluation:** daily entries will be tracked against the two-year baseline, along with capture of postcode with results reported to Council by April 2027.

Consultation

Community consultation is not required for a time-limited fee reduction.

RISK IMPLICATIONS:

Risk category	Commentary and mitigation	Before	After
Financial	Revenue forgone of up to $37,193 (GST exclusive). Mitigated by a defined end date, a 50% rather than 100% reduction, and offsetting revenue from increased visitation.	Medium	Low
Public safety and staff WHS	Higher attendance on peak days increases supervision demands. Mitigated by existing capacity management, lifeguard rostering and the condition of entry requiring active adult supervision.	Medium	Low
Reputation	Strongly positive community benefit. Risk of expectation that the measure becomes ongoing, managed through clear time-limited messaging and evaluation reporting.	Low	Low

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Economic: The measure returns up to $40,913 directly to local households over the summer holidays, freeing family spending for other essentials and local businesses.

Environmental: Not considered relevant to this report.

Social: Affordable access to swimming supports children's physical activity, social connection and water safety skills over the longest school break of the year. Targeting casual entry directs the benefit to families who are most sensitive to price, with no application process or stigma attached.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 3 - People	
Goal 3.2 Participation in cultural and recreational activities is widespread across the community and promotes health and wellbeing at all ages while bridging social, cultural and geographical gaps.	
Objective 3.2(a)	Achieve an improvement in health and wellbeing through addressing barriers to inclusion and promotion of physical and social activity such as community arts, sports and recreation.

BUDGET AND FINANCIAL IMPLICATIONS:

The estimated revenue forgone for each option, based on the average of the past two summer holiday periods and adopted 2026/27 fees, is:

- **Option A (recommended):** $40,913 GST inclusive ($37,193 GST exclusive)
- **Option B:** $22,367 GST inclusive ($20,334 GST exclusive)
- **Option C:** $10,359 GST inclusive ($9,417 GST exclusive)

These figures represent the maximum impact, assuming no change in attendance. Increased visitation and secondary spend are expected to reduce the net impact (Table 4). The GST exclusive figure is the impact on Council's operating result. There are no capital implications

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

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

18. COMMUNITY ASSETS AND DESIGN

18.1. Quarterly Report - Community Assets and Design (July - September 2026)

FILE NO: SF7783

AUTHOR: Alison Flood (Executive Assistant - Community Assets & Design)

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

DECISION STATEMENT:

To note the quarterly report from the Community Assets and Design network.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. receives the report noting the activities of the Community Assets and Design team for the period 1 July 2026 to 30 September 2026.

REPORT:

EXECUTIVE LEADER REPORT:

Leadership capability remained a key focus for the network's leadership team, with further development sessions delivered to ensure leaders have the skills, tools, and confidence to effectively support their teams. Establishing a shared leadership approach, common language, and consistent expectations continue to underpin effective leadership across the network. With the commencement of the new financial year, teams have progressed delivery of Annual Plan commitments, with the majority of initiatives tracking as expected. Where delays have occurred, these have primarily been driven by vacancies and recruitment challenges. Significant projects continue to receive strong focus, including the Princess Theatre and Earl Street Theatre redevelopment, preparations for Stage 1 of the Margaret Street project, design development for the Aquatic Centre changeroom upgrades, and the Expression of Interest process for the design of the CBD Bus Interchange.

EXECUTIVE LEADER STAKEHOLDER MEETINGS:

- Property Council Australia Northern Committee
- Anna Balmforth, Homes Tasmania
- Charles Headlam, Premier's Office
- El Strang, Batchelor Group
- LGAT Conference, Hobart
- Melissa Ford, Heritage Tasmania

- Archana Brammall, Tatler Lane
- Adele Fenwick, Minister Vincent's office
- Property Council of Australia
- Department of State Growth.

SENIOR LEADER CITY OPERATIONS

City Operations continued to deliver strong performance across Facilities, Road Services, Greenspace and Precinct Services, and City Services during the quarter, with a clear focus on service delivery, asset performance and customer responsiveness while progressing key projects and managing operational challenges. The network received 2,402 new customer service requests and completed 2,294, a completion rate of more than 95 per cent. The rolling average time to complete requests across the quarter was 22.6 days. These results reflect the commitment of our teams to prioritising work effectively and delivering timely, reliable services to the community.

GREENSPACE AND PRECINCT SERVICES

The team continued to deliver a high standard of maintenance and presentation across parks, gardens, reserves, sportsgrounds, and key public spaces. Seasonal work focused on the transition from winter to spring maintenance programs, preparing sporting facilities for the upcoming cricket season, and ongoing horticultural improvements across the municipality. The team also supported the reopening of Myrtle Park and the Punchbowl Reserve playground in September, making sure these valued community spaces were ready for public use.

Urban greening continued to progress, with 120 trees and a further 2,000 tubestock planted in collaboration with Tamar NRM and local school groups, supporting both environmental sustainability and community involvement. The team also supported community activities and events alongside scheduled maintenance across the municipality.

ROAD SERVICES

Road Services continued to achieve strong results, maintaining high completion rates across customer requests and work requirements. This reflects the team's commitment to responsive service delivery and the upkeep of Council's roads, footpaths, and drainage infrastructure. Maintenance schedules continue to track well, with the rural road grading program on track to complete its required works ahead of schedule.

Road Services and the Mechanical Workshop now have a full complement of staff. We are also pleased to recognise the successful completion of our apprentice's three-year Civil Construction apprenticeship, with full-time employment offered to support their ongoing development and contribution to the team.

The recruitment of in-house traffic controllers has delivered outstanding results, providing financial benefits and increased capacity to support traffic management requirements across the wider organisation. This has strengthened our ability to deliver traffic control internally while significantly reducing reliance on external providers.

Emergency preparedness remains a focus, with the team continuing to identify opportunities to improve response capability. The emergency response team is undertaking ongoing training in the operation of flood gates and associated infrastructure to strengthen preparedness and response during flood events.

CITY SERVICES

City Services now has a full headcount across both Cleansing and the Waste Centre, with one new starter on each team. Cleansing operations continued to respond to customer service requests and scheduled maintenance activities, completing 192 customer service requests and responding to 106 graffiti reports. With a full team in place, Cleansing has increased its presence in the CBD, including bin cleaning and proactive graffiti removal. A new compactor has been received, with a second due to arrive in early November.

At the Waste Centre, disposal volumes continue to increase by approximately 10 percent year on year, recent upgrade works continued, including the walking floor and its enclosure, resealing of the FOGO area and an update of the crib room.

FOGO sales remain strong and have cleared the backlog, with 700 tonnes currently on order. Production is being reinstated and Fieldwicks will commence mulching of green waste.

FACILITIES

Facilities continued to experience increasing levels of vandalism, break-ins, and anti-social behaviour across Council assets and public facilities during the quarter. These incidents have resulted in unplanned maintenance expenditure, increased reactive workloads and ongoing pressure on operational budgets and resources.

Significant unplanned compliance and maintenance works were also required, particularly at Lebrina Hall and LAC, requiring immediate investment to keep these facilities safe, operational and accessible to the community.

Despite these challenges, Facilities Officers maintained service delivery standards, responded to urgent maintenance requirements and progressed priority works across Council's asset portfolio, demonstrating the team's ongoing commitment to supporting community facilities and operational continuity.

SENIOR LEADER CITY DEVELOPMENT

PLANNING ASSESSMENTS

In the 1st quarter of 2026/2027 financial year, 153 development applications were approved to the value of $120 million. A total of 38 new dwellings and 50 new lots were approved.

STRATEGIC LAND USE AND INFRASTRUCTURE PLANNING

The Strategic Land Use and Infrastructure Planning Team major achievements this quarter include:

- **Employment Lands Plan:** Preparation of a new Employment Lands Plan commenced, with HillPDA selected as the preferred consultant following a competitive procurement process. Initial land-supply investigations have also commenced to inform development of the Plan.
- **St Leonards and Waverley Neighbourhood Plan:** Implementation continued to progress, including advancement of the Planning Scheme Amendment and Specific Area Plan for Precinct 1 and progression of the Village Activity Centre and Street-Level Masterplans.
- **Waverley Lake Park Upgrade:** Consultant appointed to prepare the detailed design for Waverley Lake Park, progressing a key implementation action from the St Leonards and Waverley Neighbourhood Plan.
- **Alanvale Neighbourhood Plan:** Following community consultation, Council progressed its consideration of feedback and commenced additional technical investigations to support finalisation of the Neighbourhood Plan, including natural values, heritage and infrastructure funding work.
- **South Prospect Neighbourhood Plan:** Council continued to progress the Neighbourhood Plan in collaboration with government agencies and landowners, including progression of the natural values approvals pathway and a finalisation pathway for the Neighbourhood Plan.
- **Annual Housing Forum:** Council have partnered with the Property Council of Australia to deliver the annual Housing Forum on 8 October 2026, supporting continued collaboration between Council, government, and the development sector on housing delivery and planned growth.
- **Launceston Housing Plan 2025–2040:** Key implementation projects progressed, including investigations into barriers to residential development and opportunities associated with user-maintained roads and private laneways. Development of Council's Housing Dashboard has been finalised, providing a new tool for monitoring development approvals and housing delivery across Launceston.

STATUTORY AND COMPLIANCE SERVICES

The Statutory & Compliance Services team had a strong quarter with 181 Building Applications being processed and approved, with 26 of those applications being new dwellings, and 7 multiple unit developments resulting in 18 new dwellings. A total of 128 plumbing approvals were also issued as part of this process. Included in the above building and plumbing approvals are projects like the fifth stage of the St Leonards Data Centre, Stage 6 of the redevelopment of UTAS Stadium, Stage 2 of the Palliative Care Facility upgrade, tenancy fit outs at the Meadow Mews complex and construction of the Northern Heart Centre. This brings the combined total cost of construction for the quarter to $156.9 million. Statutory Officers received, processed, and sealed 12 Final Plan of Surveys, resulting in: 86 new lots being created; 15 Strata Plans received and processed with 42 new strata lots created; and completed 83 Building Plan requests. Planning Administration issued 116 Planning Permits and processed 104 applications for public exhibition.

The team also received and investigated 54 possible Illegal Building Works Customer Service Requests, with 13 Building Notices/Orders being issued for non-compliant works. A further 63 Possible Illegal Planning Customer Service Requests were received, with 3 Notices of Intention to Issue Enforcement issued.

DEVELOPMENT SERVICES

This quarter saw the recruitment of the Team Leader Development Services, and the resignation of the Development Engineer and Senior Development Engineer, who relocated back to the mainland for family reasons. The Development Engineer role was then successfully recruited in this quarter, and recruiting commenced for the Senior Development Engineer.

Due to ongoing vacancies within the team, the team's workload is being triaged, and the team is working through a considerable backlog of building application and development application referrals. Additional internal and external resources are being utilised on an as-needs basis to manage the shortfall within the team. Work is ongoing to develop a comprehensive suite of policies and procedures to make the activities of the team more efficient and accountable.

SENIOR LEADER CITY INFRASTRUCTURE

Five staff have completed the Institute of Public Works Engineers Australasia Professional Certificate in Asset Management, with more staff starting in September. This brings valuable competencies to asset managers in the team.

MAJOR PROJECTS

Princess Theatre and Earl Street Theatre Project

- Demolition complete for both Theatres.
- Removal of footings and contaminated fill to enable commencement of basement excavation works within the Princess Theatre.
- Capping beams nearing completion.
- Archaeological discoveries during the basement excavation, with further finds expected; four archaeological test pits planned for October.
- Federal Grant Report 2 submitted, releasing a $2 million payment.

NTCA Sports Complex

- Detailed design 100% complete.
- Growing Regions Fund application planned to fund construction stage.
- Stakeholder engagement continues.

City Heart

- **Two-Way Streets Stage 1 - Cimetière Street Upgrade, St John St to Tamar St:** Design work is underway by consultants but work has been delayed due to the resignation of the Strategic Transport Advisor. Recruitment had six unsuccessful rounds. Discussions are underway to explore alternative solutions.
- **Bus Interchange:** The design tender is underway with very strong interest at Expression of Interest stage and three shortlisted consultants preparing full tenders and high-level concepts, with award of contract expected in December. Stakeholder engagement is also out for quotes.

- **Parking:** Work on the S69 Annual Plan Item including Central Activities District Parking Implementation Plan update is expected to commence in the new year.
- **Minor projects:** construction has commenced:
  - Cycle lanes in Paterson St and St John St: together with Margaret Street Upgrade these will close the loop improving connectivity to the CBD.
  - Bus Stop Upgrades: The bus stops in St John St between Paterson St and York St are being upgraded as an interim measure to improve amenity and separation of waiting passengers from through pedestrian traffic and storefronts.

ENGINEERING TEAM

Transport

- Margaret Street Reconstruction Stage 1 (Frankland St to Frederick St) will start construction this summer. Engagement for Stage 1 continues and early engagement for Stage 2 is also underway.
- Council had two finalists in the annual awards of the Tasmanian branch of the Institute of Public Works Engineering Australasia: Excellence in Asset Management, Innovation or Sustainability: Transforming Retaining Wall Asset Management: Establishing the City of Launceston's First Lifecycle-Based Asset Management Framework; led by Alok Kumar, Road Asset Engineer; and Emerging Leader Award: Lachlan Peterson, Transport Coordinator.
- The Strategic Transport Advisor recruitment had six rounds of unsuccessful recruitment including use of a headhunting agency that contacted hundreds of potential candidates around Australia; this has led to project delays. Consideration is being given to outsourcing selected transport planning projects.
- A Senior Road Asset Engineer and a Traffic Engineer have been recruited after lengthy vacancies and unsuccessful rounds of recruitment.
- A consultant has been appointed on a short-term basis to work through the backlog of Customer Service Requests to ensure they are actioned within agreed timeframes. This contract has been extended to outsource other minor transport projects including development of a speed limit review framework.
- Other projects:
  - Discussions are ongoing with Building Tasmania for a new funding bid for the Kings Bridge Strengthening Project. The load limit remains in place.
  - Kings Meadows Connector Shared path is underway, aligned with Building Tasmania’s roundabout metering project.
  - Comprehensive Roads and Footpath condition assessment including Parks and Road Assets is complete.

Water and Flood Asset Management

- **Annual Plan K6 - Enhance Flood Intelligence** capabilities and communications:
  - Corra Linn rating curve project is completed but no flood events to test as yet.
  - The WaterRIDE flood intelligence software platform is completed and is being used internally, with public access via a community portal and the ability to purchase property flood certificates due to go live in early November.
- **Annual Plan K10 - Flood Mitigation Plan:** the Program Charter and supporting governance documents have been adopted by Council; the Steering Committee governance documents are completed; work is underway to scope the baseline assessments and technical studies which will be procured externally.

- **The Combined Drainage System**: Delineation Project has been completed with TasWater. The Combined Drainage System Agreement is in negotiation for renewal.
- Youngtown Regional Reserve Waterway Master Plan well underway; planning for works is with consultant.
- Other projects:
  - Stormwater assessments for various Development Applications
  - Provided technical input and review for the St Leonards/Waverley
  - Stormwater planning and Alanvale Strategic Neighbourhood Plan
  - Awarded dam and levee vegetation management contracts; maintenance underway
  - Parklands Parade Spillway upgrade planning commenced
  - Flood Patrol Coordinator training is ongoing
  - Quarterly levee inspections and annual dam inspections and defect rectifications
  - Advice on unathorised levee attachments and development encroachments
  - East Launceston Flood Gate 1 improvements completed
  - Willow removal at the Gorge Major Project is underway
  - Ongoing participation in TEER Biological Working Group, TEER Recreational Water Quality Working Group, TEER Scientific & Technical Committee
  - Ongoing advice and reporting to Launceston Flood Authority

INFRASTRUCTURE DESIGN

In the last quarter the team has been designing or managing the design of 14 major projects, with a total value of over $20 million including:

- Birchalls Play space – Following significant cost savings achieved through in-house footing design, construction is now underway
- Gorge Restaurant refurbishment and structural remediation: Project Completed
- Punchbowl Reserve Play-space renewal; Stage 1 complete with a new Zipline under construction
- Northern Gateway Project: Project Completed
- Blue Café Remedial Structural Works: Tender stage
- Kings Meadows shared path: Preparing drawings for tender issue
- Margaret Street reconstruction: Tender Stage
- Treherne St Pavement Rehabilitation: Tender Stage
- Mitchell St pavement Rehabilitation: Finalising design
- Second River Rd Pavement Stabilisation: Finalising design
- Carr Villa Expansion: Concept design for DA approval; Design completed
- Bus Stop Program: Round 3 DDA bus stops completed
- Surveying: Various pre- and post-construction land surveys, levee monitoring, Heritage Forest perimeter drain survey, various stormwater investigations
- Waste transfer station modifications: Detailed design phase
- Concept designs for potential upcoming projects
- Cimetière St pedestrian crossing: Preparing for tender

PROJECT DELIVERY

During Quarter 2, activities centered on the preparation of tenders for the 2026-27 financial year and the delivery of the 2026-27 construction works program. Delivery of the road and footpath reseal programs remains on track and is well advanced.

Margaret St reconstruction Stage 1

- Scope: Complete road pavement reconstruction, streetscape improvements; incorporating street tree planting, separated bicycle lanes and raised intersections to enhance pedestrian and cyclist safety. Street lighting and stormwater upgrades.
- Status: Project is currently out to tender, closing 9 November with intention to go to Closed Council on 8 December. Construction start date estimated February 2027.

Hardwicke and Outram Streets intersection Rehabilitation

- Scope: Pavement rehabilitation and asphalt reseal
- Status: Practical Completion has been awarded.

Park Street Amenities

- Scope: Replacement of existing toilets and construction of new Changing Places facility.
- Status: Facilities are now open to the public. Certification of Changing Places facility required for grant acquittal, this will take place mid-November 2026.

City Park Play Space Redevelopment

- Scope: Renewal and upgrade of the City Park Play Space by developing play elements that are functional and act as site specific art.
- Status: Project is progressing very well and remains on schedule for completion in Feb 2026. Consultation with stakeholders in CLT to arrangement official community opening event is underway.

56 Frederick St Redevelopment

- Scope: Remediation and upgrade work on the building's facilities including underpinning and stability works on roof, walls and building structure.
- Status: Foundation stabilisation is complete and main construction works now underway. Project will be completed within FY26/27.

Engineering Consultancy panel - tender

- Evaluation is complete. Report and appointment recommendations will be presented to Closed Council on 24 November.

CH Smith EV Chargers

- Scope: Design, supply and installation of electric vehicle charging infrastructure, including electrical upgrades, commissioning, signage, and compliance certification.
- Status: Design development, completion due end November. RFT to market December 2026/January 2027. Completion anticipated May 2027.

LAC Changeroom Renewal

- Scope: Renewal of changeroom facilities including full design, finishes, amenities, accessibility upgrades, service improvements, and compliance enhancements.
- Status: Detail Design and IFC documentation in final stages of completion, RFT to market December 2026 with intent to award contract in 2027.

LAC Balustrade

- Scope: Removal and replacement of deteriorated balustrades, improving safety, compliance, durability, and visual presentation within the aquatic centre.
- Status: Request For Quotation closed 16 October, currently in evaluation.

Blue Café

- Scope: Refurbishment of café facilities including internal finishes, services upgrades, accessibility improvements, and operational enhancements within an existing aquatic centre building.
- Status: Out to Tender, closes mid-November, award 8 December 2026.

Royal Park Viewing Platform

- Scope: Design, demolition of existing and then re-construction of an accessible public viewing platform, associated pathways, railings, landscaping, and supporting site infrastructure improvements.
- Status: (Project on hold), awaiting advice from Asset Owner.

Treherne Street - Mawson Pl to Hume St

- Scope: Road re-construction, including footpaths, driveways, landscaping and site infrastructure improvements.
- Status: Contract documents completed using LGAT MW21 Tender templates and posted on Vendor Panel for pricing by selected Contractors.

Helen Street

- Scope: Replace 64m of failing DN450 concrete stormwater main with a new DN600 concrete main.
- Status: Early engagement with the Asset Owner and the design team to understand construction issues.

St John Street Bus Stop Upgrades

- Scope: Replace existing street furniture, upgrade tactile ground surface indicators to meet accessibility requirements, and install backs to existing bus shelters.
- Status: Contractors engaged. Completion is scheduled for 30 October 2026.

Hoblers Bridge Netball Courts Redevelopment (Courts 6 and 7)

- Scope: Demolish and reconstruct Courts 6 and 7 to Netball Australia standards, including installation of four light pole footings for future lighting.
- Status: Contract awarded. Existing courts have been removed, the new subbase installed and proof-rolled, and light footings poured. Concrete slab construction is underway.

Organic Processing Facility - Side A Pad

- Scope: Remove the remaining section of the existing pad and reconstruct it using geofabric, spalls, geogrid and a Class 3 crushed rock surface.
- Status: Contract awarded. Awaiting confirmation of the construction start date.

Kings Meadows Connector Shared Path

- Scope: Construct a 1.11 km, 2.5 m-wide shared pedestrian and cycle path linking Kate Reed Reserve to Southgate Drive. Works include retaining walls, stormwater and drainage infrastructure, box culverts and landscaping.
- Status: Tender documentation is approximately 95% complete. The project is awaiting the final design update before release to tender.

City Heart Shared Path

- Scope: Establish a shared pedestrian and cycle route from the Esplanade to Kings Bridge via St John Street and Civic Square. Works include signage and line marking along the 1.4 km route.
- Status: Contractors engaged. Works are expected to commence on 29 October 2026. A media release is planned for early next week.

Prossers Forest Road Pedestrian Crossing

- Scope: Install a new raised zebra crossing with improved street lighting.
- Status: Contractors engaged. Works are expected to commence in the second week of October 2026. Completion is scheduled for mid-December 2026.

Road Reseal programs 2025/2026				
Program	**Budget**	**Actual**	**Actual + Commitments**	**Comments**
Road Reseal Program (43 sites)	$3,482,499	$1,459,566	$2,403,646	27 sites complete.
Footpath Programs (21 sites)	$900,000	$420,703	$619,194	7 sites complete.

KEY STATISTICS

Item	This quarter (Jul-Sept 26)	Last quarter (Apr-Jun 26)
Customer Service and Work Orders		
CSRs – Open <90 days	329	142
CSRs – Open >90 days	80	81
CSRs – New	3,051	2,649
CSRs – Closed	2,890	2,848
Average CSR time (days)	20 days	22 days
WOs – Open <90 days	353	214
WOs – Open >90 days	338	429
WOs – New	2,261	1,945
WOs – Closed	2,199	2,016
Average WO time (days)	40 days	29 days
Planning		
New DAs	140	137
Decided under delegation	114	149
Decided by Council	2	8
Average statutory timeframe to assess Discretionary Applications (days)	33	33
Average stop the clock period for applications determined during the quarter (days)	31	24
Number of Requests for Information sent	73	91
Permits		
Plans Sealed	27	9
Driveway Permits Issued	32	-
Heavy Vehicle Permits Issued	137	116
Road Occupation Permits Issued	70	76
Stormwater Connections Issued	5	-

People		
New employees	2	5
Vacancies	5	25
Internal promotions	1	1
Other		
Building Condition Reports completed	21	18
Grant applications submitted	1	0
Grant applications received	0	0
Trees planted	120	20
Tube stock planted	2,000	800

WORKSHOPS

Community Asset and Design network presented the following workshops this quarter (excluding DAs):

- 39 William Street, Launceston - Highest and Best Use Study
- Draft Northern Tasmanian Regional Land Use Strategy 2026 update
- City Heart Cycle Lanes and CBD Bus Stop upgrades
- Princess Theatre and Earl Street Theatre update
- Flood Intelligence Project
- Flood Mitigation Plan overview
- Leisure and Aquatic Centre changerooms.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

18.2. Extension of Security Services – St John Street Bus Interchange

FILE NO: SF0622, SF4912, SF6519, SF6729

AUTHOR: Alison Flood (Executive Assistant - Community Assets & Design)

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

DECISION STATEMENT:

To consider extending the security services at the St John Street Bus Interchange for a further 12 months.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2025

PREVIOUS COUNCIL CONSIDERATION:

Council - 5 March 2026 - Agenda Item 19.1 - Launceston CBD Bus Interchange
Council - 6 August 2026 - Agenda Item 23.3 - Tender - Interim Bus Security CD022/2026

RECOMMENDATION:

That Council:

1. approves the continuation of security services at the St John Street CBD Bus Interchange for a further 12 months until the end of the 2027 calendar year;

2. notes that the extension is not budgeted for the second half of the 2026/27 financial year, and that funding will be sought through a future budget amendment brought to Council for decision; and

3. notes that this can be budgeted for the first half of the 2027/28 financial year if supported.

REPORT:

Council is asked to approve the continuation of security services at the St John Street CBD Bus Interchange for a further 12 months.

The service was first introduced as trial in March 2026 based on community feedback. Its purpose was to provide a visible security presence at the St John Street north and south bus stops (within the road reserve) in response to identified anti-social behaviour, vandalism, public safety concerns, and community complaints.

The service aims to improve public safety and amenity through proactive engagement with bus users, and the prevention and deterrence of anti-social and unlawful behaviour.

Security officers monitor the designated bus stop locations, with duties including:

- undertaking rolling patrols of the St John Street north and south bus stops;
- providing a visible security presence to deter anti-social behaviour;
- engaging positively with members of the public and public transport users;
- documenting incidents in accordance with agreed procedures; and
- liaising with Tasmania Police and Metro Tasmania as required.

Continuing the service may support community confidence and help keep the bus interchange safe, accessible, and welcoming for all users. Patrol times and coverage will continue to be informed by incident data, operational experience, and stakeholder feedback.

A 12-month commitment will provide continuity while officers continuously review service levels to ensure they meet the contract terms. Ongoing monitoring of the service includes considering community expectations, operational experience, incident data, stakeholder feedback, and value for money.

Initial feedback from traders in the area, collected through weekly surveys across March and April 2026, indicated predominantly positive business feedback and that was associated with reduced anti-social behaviour, improved perceptions of safety, and better amenity around the bus stops.

An additional survey was released to the same stakeholders on 16 October 2026 and eight responses were received. Seven respondents supported continuing to provide security at the bus stops in 2027, and one did not. When asked whether they had noticed a change in anti-social behaviour since the trial began, one respondent reported a significant decrease, six reported some decrease, and one reported no change. No respondents reported an increase.

Rail, Tram and Bus Union (RTBU) feedback

The RTBU strongly supports extending the security trial beyond December 2026, noting consistently positive feedback from drivers and passengers. They commented that the presence of security personnel has improved perceptions of safety and created a calmer environment.

RISK IMPLICATIONS:

If security services are not continued, there is a risk of reduced visible deterrence at the interchange and increased public safety, amenity, and reputational concerns. Continuing the service creates financial and procurement risks that will need to be managed through clear service requirements and ongoing monitoring of performance.

Given policing is not a council responsibility, there is a risk that the continued funding of security services represents a tangible cost shift to Council for supporting public order. A request for State Government funding of the trial was previously denied.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The proposed continuation is anticipated to have a positive social impact by supporting public safety, community confidence, and access to public transport.

The service has no identified direct environmental impact. Improved access to CBD businesses would be expected to support improved economic activity.

There is however, an impact to Council's budget if the service is funded and some members of the community do not believe this investment represents value for money and/or delivers an effective response to anti-social behaviour.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 2 - Place	
Goal 2.2 Launceston's transport system connects communities, reduces car dependency in activity centres and corridors, and promotes active transportation options.	
Objective 2.2(a)	Partner with the state government and local councils to expand access to reliable and frequent public transport services in and around Launceston.
Objective 2.2(b)	Work with partners to enable convenient daily travel by supporting public transport and investing in key road infrastructure between Launceston and rural and regional communities and surrounding facilities (e.g. Launceston Airport, Bell Bay).
Objective 2.2(c)	Develop a safe, pleasant and connected walking and active transportation network that is integrated with the transport system, across Launceston’s urban footprint.

BUDGET AND FINANCIAL IMPLICATIONS:

The security service costs are funded until the end of the 2026 calendar year. The first six months of the 2027 calendar year (Q3 and Q4 of FY26/27) would need to have a funding source identified. The second six months of the 2027 calendar (Q1 and Q2 FY27/28) could be budgeted. If the recommendation is approved, a budget amendment will be brought to a future Council meeting allocating the required funding needed for Q3 and Q4 for FY 26/27.

If Council determines that the service should continue, officers will seek to identify an appropriate funding source via Executive Leadership and Senior Leadership team engagement. The final costs will depend on the service delivery model as we are still adjusting arrangements with the current provider to optimise the service.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

18.3. Proposed application for Federal Funding for the strengthening of Kings Bridge

FILE NO: SF0562

AUTHOR: Steve Tanchik (Team Leader Engineering)

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

DECISION STATEMENT:

To consider endorsing an application by the City of Launceston to the Federal Government's Safer Local Roads Infrastructure Program (SLRIP) to support the State Government's strengthening of the Kings Bridge.

RELEVANT LEGISLATION:

Local Government (Highways) Act 1982
Local Government (Highways) Order 1994

PREVIOUS COUNCIL CONSIDERATION:

NA

RECOMMENDATION:

That Council:

1. endorse application to the Federal Government’s Safer Local Roads Infrastructure Program for funding to support the State Government’s strengthening of the Kings Bridge; and

2. note the contents of the report, including the load limit on Kings Bridge.

REPORT:

Kings Bridge is an important infrastructure link between the city and the suburb of Trevallyn, serving both the City of Launceston and West Tamar local government areas.

The historic bridge was designed and fabricated of wrought iron in Manchester, England, in the mid 1800's and erected in 1863. The bridge was widened with the addition of a second span in 1904 using duplicated designs fabricated locally by the Salisbury Foundry in Launceston and floated into place.

The bridge asset is owned by the City of Launceston and is listed on the Tasmanian Heritage Register. While owned by the City of Launceston, the maintenance responsibility for the bridge lies with Building Tasmania (the State). The bridge is declared under the Local Government (Highways) Order 1994 to be managed and funded by the State for all related maintenance and renewal responsibilities.

The State is preparing to undertake a major strengthening project to increase its load carrying capacity to meet the demands of modern vehicles and traffic. Since the bridge's installation 163 years ago, vehicles (namely trucks and buses) have increased in size and mass substantially.

To ensure ongoing, reliable and safe operation of the bridge, strengthening works are required to meet contemporary safety and service level standards. The works are being undertaken in consultation with Heritage Tasmania to preserve the heritage value of Kings Bridge but provide a modern level of service to the community.

Strengthening the bridge will increase the load limit, which will enable safe and reliable, ongoing future passage for large vehicles such as garbage trucks, emergency vehicles, metro buses, and school buses. This will enhance service delivery, ensure safe transportation for students, and support the local tourism industry by allowing larger buses continued access. By strengthening Kings Bridge, the project will improve community connectivity, boost operational efficiency, and preserve this important infrastructure for future generations.

Building Tasmania requests to access federal grant funding resources via the Safer Local Roads Infrastructure Program Grant for this strengthening project. The grant funding will be applied for on behalf of the State by the City of Launceston, as the asset owner.

Where the asset is Council-owned, a grant application submitted on behalf of the State will permit up to 80% of the total project costs to be directly grant-funded, with the remaining 20% of the strengthening works to be funded directly from the State. Where the application is made directly by the State the claimable amount falls to 50% of the project value.

No strengthening costs will be incurred by the City of Launceston.

Kings Bridge currently has a posted 20-ton load limit in place. The existing limit may be subject to review pending further engineering assessments by the State as part of its ongoing bridge asset management processes.

RISK IMPLICATIONS:

There is no risk to the City of Launceston in submitting a grant funding application.
In the event that the Federal grant funding application is not successful, there may be long term load limits and restrictions to traffic and vehicles passing over Kings Bridge, including potential rerouting of Metro buses.

Kings Bridge is also the identified contingency route in the event of flooding on the West Tamar Highway. In the event of a flood closing the highway whilst a load limit is in place on Kings Bridge, this may restrict access to Trevallyn and West Tamar for larger vehicles.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

In the event of a successful grant funding application, the planned bridge strengthening will result in reduction or removal of vehicle load limits, allowing a wider range of long or heavy vehicles over Kings Bridge. In the event of the grant being unsuccessful, it will be up to the State to determine how the strengthening works are funded and when the works can be delivered.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 2 - Place	
Goal 2.2 Launceston's transport system connects communities, reduces car dependency in activity centres and corridors, and promotes active transportation options.	
Objective 2.2(b)	Work with partners to enable convenient daily travel by supporting public transport and investing in key road infrastructure between Launceston and rural and regional communities and surrounding facilities (e.g. Launceston Airport, Bell Bay).

BUDGET AND FINANCIAL IMPLICATIONS:

The City of Launceston will not make a contribution to the cost of the bridge strengthening project, so there are no direct budget or financial implications.

The City of Launceston has negotiated with Building Tasmania to incorporate minor pedestrian and active transport improvement works either side of the bridge, including pedestrian crossings and a wider shared use path across the bridge, as part of the strengthening project. These additional works will be at the Council's expense, and provision for these works has been made in an internal capital bid as part of the Council's budget setting process.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

18.4. Fee Waiver - Amendment to Plans - 22-30 Adelaide Street, East Launceston

FILE NO: SF2855

AUTHOR: Alison Flood (Executive Assistant - Community Assets and Design)

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

DECISION STATEMENT:

To consider a request for a fee dispensation to waive the Amendment to the Plan Fees on receipt of an application for alterations and additions to the East Launceston Croquet Club at 22-30 Adelaide Street, East Launceston.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) - Division 7, s205 and s207

PREVIOUS COUNCIL CONSIDERATION:

Council - 2 April 2026 - 18.4 - Fee Waiver - Alterations and additions to East Launceston Croquet Club - 22 30 Adelaide Street, East Launceston

RECOMMENDATION:

That Council:

1. notes that no organisational policy exists currently that enables an officer to recommend a waiver of fees to support development applications; and

2. refuses the request for a fee dispensation to waive the Amendment to the Plan fees, for the relevant applications for alterations and additions to the East Launceston Croquet Club at 22-30 Adelaide Street, East Launceston.

REPORT:

BACKGROUND

The East Launceston Croquet Club lodged an application to upgrade the toilet facility at the croquet clubrooms at 22-30 Adelaide Street, East Launceston. As the site was a local heritage place, a discretionary planning application was required to be submitted for the proposal.

In March 2026, the President of the East Launceston Croquet Club requested a fee waiver. At that time, it was noted that the development was to be $50,000, and therefore fell under the $165,694 threshold for the minimum non-residential planning fee of $484. This application was discretionary, so with an advertising fee of $418, the total advised planning application fee was $902. Additionally, a plumbing permit was required, with an application fee of $534. It was further noted, that if a building application was required, the Council fee would be up to $379.

The President advised in October 2026, via a letter to the Mayor (see Attachment 1) that that the costings for what the Engineer has drawn up will be $20,000 over budget. The Club has therefore commissioned a new, smaller design that will no longer require them to demolish part of the concrete outdoor structure or remove the asbestos lining. It is expected that this new set of drawings will come within budget, however there is extra expense incurred by the club to pay the architect and engineer for their redesign.

A revision of the plans will necessitate an amendment to the plans submitted to Council and attract a $390.60 fee. The Club has requested waiving this fee as well as any other fees Council would normally charge for this kind of development.

It should be noted that only the amendment application will attract a fee that can be determined at this point, being $390.60.

PRECEDENT
To the extent that precedent may be considered relevant:

- At its meeting of 15 June 2023, Council refused a request to waive the capped development fee of a second application where the proponents sought to split a proposed hotel development into two applications.
- At its meeting of 7 September 2023, Council determined to remit the $34,786 planning application and advertising fees for DA0393/2023 for the development of the multi-purpose sporting hub at 316-320 Invermay Road, Mowbray.
- At its meeting of 22 August 2024, Council determined to apply a 50% discount to the development fee for each of the three proposed separate applications for the development and use of the Launceston Private Hospital. That reduction did not apply to fees required for advertising or the planning scheme amendment.
- At its meeting of 11 December 2025, Council approved a request for a full refund of the planning application fees, in the amount of $39,368, for DA0509/2025 - Construction of a 6-storey building for social and affordable housing and associated uses in other tenancies.
- At its meeting of 2 April 2026, Council approved a request to waive Council fees for the relevant applications for alterations and additions to the East Launceston Croquet Club at 22-30 Adelaide Street, East Launceston, specifically - $902 for planning application fee; $534 for plumbing application fee; and up to $379 for the building application fee.
- At its meeting of 29 October 2026, Council approved a request for a fee cap for the future permit application for subdivision at 6 Reservoir Road, Rocherlea, specifically:
  a. apply a fee cap of $40,897 to a subdivision application for in excess of 320 lots.
  b. the fee cap only applies for an application received in Financial Year 2026/2027
  c. the advertising fee of $438.90 is not waived as this is a cost to council.

DISCUSSION

As noted in similar requests previously, Council must also have regard to the potential setting of an undesirable precedent that may raise an expectation of future fee reductions, which in turn increases assessment costs to Council and reduces certainty and transparency in the community.

At this time, Council does not have a policy addressing the waiving or remittance of planning, plumbing or building application fees and, in absence of such, the waiving of these fees must be determined by Council, in accordance with section 207 of the *Local Government Act 1993,* It is noted that, as the Act does not prescribe matters to be considered in reaching such a determination, Councillors may consider the matter on its merits in accordance with their own conscience.

Whilst the recommendation is for refusal of the request, Council may wish to consider an alternative recommendations such as:

That Council:

1. *approves the request to waive Council fees for the relevant amended application for alterations and additions to the East Launceston Croquet Club at 22-30 Adelaide Street, East Launceston, specifically:*

   a. $390.60 for Development Application Minor Amendment fee.

If the Council determines to remit all or part of the fee, s.77 of the Act requires that details of such remittance be included in the Annual Report of Council.

RISK IMPLICATIONS:

There is concern that the waiving of fees for the application may set a precedent, that encourages an expectation of future remittance of planning, plumbing and building applications for developments. There is also a risk of promoting a narrative that council will waive fees for improvements to land owned by council.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Whilst the social impact of the proposed new toilet facilities could be considered significant, the total fees for planning, plumbing and building would be 3.9% of the projected cost of the development and would only have a marginal impact on the viability of the proposal.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 3 - People	
Goal 3.1 Community members have access to green, diverse, and inclusive open spaces and facilities enabling them to lead active lives, enjoy nature, and connect with others.	
Objective 3.1(c)	Ensure neighbourhoods are well-served through community activity hubs that are accessible and inclusive, provide a range of amenities, create opportunities for a diverse range of community activities and support Launceston's diverse cultural, economic, and age groups.

BUDGET AND FINANCIAL IMPLICATIONS:

Information contained within the report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Letter to Mayor Matthew Garwood 26102026 [**18.4.1** - 1 page]

18.5. Launceston Flood Authority Quarterly Report - July to September 2026

FILE NO: SF4493

AUTHOR: Alison Flood (Executive Assistant - Community Assets & Design)

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

DECISION STATEMENT:

To receive the Launceston Flood Authority Quarterly Report - July to September 2026.

RELEVANT LEGISLATION:

Launceston Flood Authority Rules, April 2020

RECOMMENDATION:

That Council:

1. in accordance with Rule 26 of the *Launceston Flood Authority Rules, April 2020,* receives the Launceston Flood Authority Quarterly Report, July to September 2026 (ECM Document Set ID 5440301).

REPORT:

In accordance with Rule 26 of the *Launceston Flood Authority Rules, April 2020,* the Authority must submit a quarterly report to the Council for the periods ending March, June, September, and December.

The report for the period ending 30 September 2026 provides an overview of the Launceston Flood Authority's operational activities, financial position and key priorities for the next quarter.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. 202610 - LFA Quarterly Report - July to September 2026 [**18.5.1** - 4 pages]

18.6. Launceston Flood Authority Annual Report as at 30 June 2026

FILE NO: SF4493

AUTHOR: Alison Flood (Executive Assistant - Community Assets & Design)

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

DECISION STATEMENT:

To receive the Launceston Flood Authority Annual Report for the 2025/26 financial year.

RELEVANT LEGISLATION:

Launceston Flood Authority Rules, April 2020

RECOMMENDATION:

That Council:

1. in accordance with Rule 27 of the *Launceston Flood Authority Rules, April 2020,* receives the Launceston Flood Authority Annual Report 2025/26 (ECM Document Set ID 5440329).

REPORT:

The Launceston Flood Authority (LFA) Annual Report for the year ending 30 June 2026 has been adopted by the LFA Board out of session.

The Annual Report provides an overview of the Launceston Flood Authority's operational and financial performance for the 2025/26 financial year. (Attachment 1).

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter meets a legislative requirement.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Launceston Flood Authority Annual Report - 30 June 2026 [**18.6.1** - 36 pages]

19. DELIVERY AND PERFORMANCE

19.1. Quarterly Report - Delivery and Performance (July - September 2026)

FILE NO: SF0927

AUTHOR: Emily Causley (Executive Assistant - Delivery and Performance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

That Council receives the report noting the activities of the Delivery and Performance team for the period 1 July to 30 September 2026.

RELEVANT LEGISLATION:

Not applicable.

RECOMMENDATION:

That Council:

1. recieves the report noting the activities of Delivery and Performance for the period 1 July to 30 September.

REPORT:

EXECUTIVE LEADER REPORT

While much of the Delivery and Performance Network's day-to-day activity has continued to focus on core business functions, as outlined in each team's report, the past quarter also delivered several important highlights.

Across this period, the Network played a critical enablement role for the broader organisation, supporting teams to deliver effectively, adapt to changing priorities and progress key strategic initiatives. This included:

- Strengthening systems and processes
- Providing data and insights to inform decision-making
- Enhancing governance and risk management practices
- Driving improvements in efficiency and performance

Through this work, the Delivery and Performance Network continues to underpin organisational success by ensuring that our people, tools and frameworks are aligned to deliver on Council's priorities.

Stakeholder meetings and significant pieces of work for the Executive Leader include;

- Quarterly Audit Panel Meeting
- Project Ignite external and internal engagement
- Continued work on Council's revised Long Term Financial Plan, approved in September.
- Safety Circle Steering Committee meetings
- Launceston Flood Recovery Framework project work, being delivered in conjunction with the Department of Premier and Cabinet.
- Ongoing engagement with external and internal stakeholders regarding emergency management
- Various policy updates and approvals
- Northern Regional Emergency Management Committee meeting
- Public Hearing - Regional Development, Infrastructure and Transport Committee of the Parliament of Australia - inquiry into Local Government Funding and Fiscal Sustainability.
- Executive Leadership team and Senior Leadership team session
- Attended the TechnologyOne Local Government User Group
- Regional Strategic Procurement role interviews
- Child and Youth Safety Workshop
- Meeting with Minister Roger Jaensch – QVMAG
- Evacuation Exercise – hosted by Tasmania Police in conjunction with City of Launceston.
- Sign-off of draft Financial Statements and submission to Audit Tasmania.
- Parking Operational Workshop
- Bushfire Awareness and Fire Season Briefing
- Integrated Planning and Reporting Framework Workshops

SENIOR LEADER HEALTH AND REGULATIONS

Leadership Update

Across July to September, the Health and Regulations portfolio continued to deliver essential regulatory and community services while progressing key policy reviews, infrastructure projects and service improvement initiatives. A significant milestone was Council's endorsement of the Domestic Wood Smoke Plan, following community consultation and further development of the proposed actions.

Parking

Work progressed on the introduction of Licence Plate Recognition (LPR) technology within Council's multistorey car parks, with the tender process completed and submissions progressing through assessment. The project represents an important step towards modernising parking infrastructure and supporting more efficient, customer-focused parking services.

The team welcomed two new Parking Officers during the quarter, both of whom have made a positive start and are already contributing to day-to-day operations. These appointments have strengthened the team's operational capacity and will support the continued delivery of responsive and effective parking services.

Administration

The Administration Team continued to provide essential operational support across the portfolio, with a significant focus on coordinating and processing annual renewals for regulatory permits, licences and registrations. This included managing renewal notices, processing applications and payments, maintaining accurate records and responding to customer enquiries to support timely renewals and ongoing legislative compliance.

The team also progressed work with the Department of Health on a Memorandum of Understanding (MOU) to support the use of Vitavo software for managing Council's community and school immunisation programs. This work aims to strengthen the coordination and administration of immunisation services, improve record management and support more efficient program delivery.

Regulations

The review of Council's Dog Management Policy continued during the quarter, building on feedback received through the initial community consultation process. This work will inform the development of a revised policy and Guidebook for further Council consideration and community engagement.

The team continued to respond to a broad range of animal management, public amenity and regulatory matters, while reviewing operational arrangements to support effective and sustainable service delivery.

Environmental Health

A significant achievement during the quarter was Council's endorsement of the Domestic Wood Smoke Plan on 3 September 2026. Developed following community consultation, the Plan establishes a framework for addressing the impacts of domestic wood smoke and improving local air quality. Work has commenced on preparations to support implementation of the Plan's actions.

The Environmental Health Team undertook proactive noise monitoring and assessments at community events during the quarter to better understand noise impacts on surrounding areas. These monitoring activities will continue throughout the year. The findings will help establish an evidence base to inform the development of a future Events Precinct Policy, supporting a consistent and balanced approach to event management that considers community amenity alongside the social, cultural and economic benefits of events within the city.

SENIOR LEADER PEOPLE, GOVERNANCE AND SAFETY

Workplace Health and Safety (WHS) Team

The WHS Team continued delivery of BAU and Team Plan priorities during the quarter, with a focus on strengthening risk management, safety governance, operational reporting and organisational capability.

WHS Communication and Initiatives

- 1 Health and Safety Committee Meeting facilitated (August)
- Monthly Safety News communication to the organisation
- Safety Bulletins and Alerts distributed:
- Bulletin: Thermal Comfort in Office Work Areas
- Bulletin: Bird Flu Preparedness
- Bulletin: Static Shock vs Electric Shock
- Alert: Vehicle Access and Egress
- Focused on assisting Leaders with the completion of outstanding incident investigations.
- Continued to support teams across the organisation with WHS Risk Assessment work

Policy and Procedure Reviews

Documents updated:

- 21-Pl-005 WHS Responsibilities Minimum Standard Policy
- 21-Pr-134 SOP Standard Operating Procedure - Barbeque Cleaning
- 21-Pr-167 SWP Safe Work Procedure - Toro Aerator
- 21-Pr-010 SOP Collection and Disposal of Sharps Procedure
- 21-Fm-100 Launceston Waste Centre Driver Safety Induction
- 21-Rf-030 WHS and Environmental Risk Matrix
- 21-SD-001 WHS Management System
- 21-Pl-004 Work Health and Safety Policy
- 21-Pr-085 SOP Standard Operating Procedure - Chemwatch Training
- 21-Pr-174 SOP Standard Operating Procedure - Erecting and Using Mobile Scaffolding QVMAG
- 21-Pr-162 SWP Safe Work Procedure - Cordless Hand Drill
- 21-Pr-152 SOP Standard Operating Procedure - Operation of Toyota Leonardo Elevating Work Platform QVMAG
- 21-Fm-118 WHS Risk Assessment Template - General Hazards
- 21-Pr-153 SOP Standard Operating Procedure - Operation of Toyota Sprint Elevating Work Platform QVMAG
- 21-Pr-092-SOP Site visits by the Workplace Health & Safety Team - Standard Operating Procedure
- 21-Pr-121 SWP Safe Work Procedure - Ride on Mower
- 21-Pr-077 Boom Gate Maintenance - Standard Operating Procedure SOP
- new document developed
- 21-Pr-224 SWP Safe Work Procedure - TerrainCut Mower 1575
- 21-Pr-225 SWP Safe Work Procedure - Numatic Walk-Behind Scrubber Dryer
- 21-Fm-170 LAUNCESTON WASTE CENTRE - Employee and Contractor Site Induction Form
- 21-Pr-214 SWP Safe Work Procedure - Milwaukee Hammer Drill
- 21-Pr-215 SWP Safe Work Procedure - Milwaukee Reciprocating Saw
- 21-Pr-216 SWP Safe Work Procedure - Ryobi Jigsaw
- 21-Pr-213 SWP Safe Work Procedure - Milwaukee Impact Drill
- 21-Pr-217 SWP Safe Work Procedure - Ryobi Cordless Power Washer
- 21-Pr-212 SWP Safe Work Procedure - Dremel Tool Set
- 21-Pr-218 SWP Safe Work Procedure - Weller Soldering Station
- 21-Pr-211 SOP Standard Operating Procedure SOP - SafetyCircle Essentials Session

- 21-Pr-220 SOP Standard Operating Procedure - Lighting Track Electrical Isolation and Lockout QVMAG
- 21-Pr-219 SWP Safe Work Procedure - Backpack Blower
- 21-Pr-223 SOP Standard Operating Procedure - Moving EWP Around Royal Park Galleries QVMAG

Governance and Information Services

- Maintained a strong focus on preparations for the 2026 Local Government elections, including training staff volunteers to issue supplementary ballot packs, checking voter eligibility and preparing for the first meeting of the new Council.
- Progressed the organisation-wide Policy Review Project and Pillar Committee work.
- Completed recruitment and commenced onboarding and cross-training of new Governance and Information Services team members, returning the team to a full complement during the quarter
- Supported Project Ignite through user acceptance testing and associated Information Services requirements.
- Achieved settlement of a longstanding insurance claim, resulting in a positive recovery while continuing to manage insurance incidents and claims.
- Progressed Annual Report preparation alongside election, policy and BAU requirements.

Legal Services

- Continued to manage a high volume of RTI applications and provide legal advice across a broad range of operational matters, including land transfers, dog control, parking, service agreements and MOUs.
- Progressed the review of the Child and Youth Safe Policy and continued development and rollout of child safety training, including delivery to Team Leaders and development of an organisation-wide training module.
- Continued organisational capability-building through legal information sessions, including sessions on risk and delegations
- Progressed the Risk Appetite Framework, revised Bribery, Fraud and Corruption Policy and Plan, enterprise bushfire risk assessment and business continuity planning.
- Progressed recruitment of an additional Legal Officer, with commencement scheduled for mid-November, supporting improved capacity following a period of sustained demand.

People and Culture

- Continued embedding the City of Launceston Enterprise Agreement 2026 while managing increased complex employee relations, industrial relations and workers compensation matters.
- Commenced bargaining preparations and bargaining activity for the Launceston Aquatic Centre Enterprise Agreement, alongside proposed termination of the previous 2021 City of Launceston Enterprise Agreement.
- Progressed significant organisation-wide workforce initiatives, including a review and update of Working from Home framework, employee onboarding and exit experience, workforce planning, psychosocial health and safety, and improved HR reporting and insights.

- Continued Project Ignite workforce-readiness activities and work associated with the Team Leader and Coordinator position Review.
- Strengthened the working relationship with Allianz and refreshed approaches to workers compensation and return-to-work support for employees, leaders and the HR Team.
- Supported significant organisational restructure activity during October, requiring substantial HR involvement alongside BAU and completion of the PDD process.

Emergency Management

The Emergency Management function continued to progress preparedness, recovery capability and stakeholder engagement during the quarter, with particular focus on flood recovery planning and readiness for the high-risk weather season.

- Progressed the Flood Recovery Planning Project through stakeholder engagement and workshops across recovery domains, with Phase 1 completed and preliminary findings and a socio-economic assessment presented to the Steering Committee.
- Undertook high-risk weather season preparedness activities and delivered capability-building initiatives, including evacuation centre staff training, a community EmergencyRedi workshop and internal Disaster Response Network training.
- Strengthened local recovery capacity through the appointment of a Deputy Municipal Recovery Coordinator and an Incident Management Team walkthrough to build familiarity with roles, systems and response arrangements.
- Engaged with disability service providers to improve recovery arrangements for vulnerable community members and continued collaboration with key emergency management partners.
- Collaborated with Queensland councils to better understand practical recovery arrangements and lessons from emergency events.
- Continued development and review of emergency management plans and supporting documentation and participated in sector capability development, including AFAC26 and AIDR activities.

SENIOR LEADER FINANCE AND TECHNOLOGY

Receivables

Rates Notices and Payments

A total of 37,643 rates notices were issued across the 2026/27 annual rates levy and final notice reminders for overdue first instalments, delivered via electronic, hard copy, and various other channels:

- 33,338 annual notices issued for the 2026/27 financial year
- 4,305 final notices issued for overdue first instalments

These notices supported strong revenue collection outcomes, resulting in $35,158,979.49 in rates payments received during the period. The scale of distribution reflects continued engagement across the ratepayer base and effective collection processes.

Property Certificates and Ownership Transfers

The team processed a significant volume of property-related transactions supporting sales and settlements:

- 1,273 council certificates issued, generating $147,377.30 in revenue, 912 Certificate of Liabilities, and 361 Council Land Information Certificates
- 843 property ownership transfers finalized, reflecting the previous quarters statistics on property certificates issued.

These activities ensure timely and accurate property data for legal, conveyancing, and settlement processes.

Waste Management – Bin Services
The team processed 522 bin-related service requests, supporting household waste service continuity:

- 47 new garbage bin applications
- 475 bin service changes, including: 295 damaged bins, 128 stolen bins & 52 bin size changes

Sundry Debtors and Revenue Processing
- 1,340 sundry debtor invoices issued, totaling $5,241,637.54
- $3,578,291.70 in associated payments receipted

This continues to demonstrate strong financial administration across non-rates revenue streams and consistent receipting performance.

Systems, Projects and Operational Improvements
Following Council's resolution on 3 September 2026, the Receivables team applied a 20% cap to the general rate component for vacant land and primary production properties, correcting the rating outcomes originally applied to these assessments. The work was completed within a condensed timeframe and required the team to review, correct and process each affected assessment so the revised charges were accurately reflected in Council's rating system, in line with the legislative and policy requirements underpinning the adopted 2026/27 Rating Framework. This was additional, unplanned work for the team, and it was completed while continuing to manage business-as-usual responsibilities.

Affected ratepayers were notified of the changes, the impact on their revised assessments and the arrangements for future instalments. Communication covered the application of the cap, the treatment of payments already received and the management of any resulting account credits. Council recognises the inconvenience these changes caused for affected ratepayers, and the team will continue to support them as the revised arrangements are finalised.

Payables

Payroll Operations

During the quarter, core financial operations were delivered consistently.

- Processed 6 fortnightly payrolls with a total value of $14.85M
- Supported 647 employees across the organisation
- Paid $2.47M in superannuation to 60 funds
- Conducted 38 payroll inductions for new employees

Payroll delivery remained stable and accurate while accommodating onboarding and offboarding activity. The team have worked collaboratively with the HR Team with preparation for the Organisational Review Project. Ongoing expert payroll advice and support is also being provided to employees affected by the Organisation Review.

Accounts Payable

- Completed 7 creditor payment runs
- Processed 4,598 invoices
- Paid $28.641M across 1986 supplier payments
- Established 125 new suppliers in the system

The team maintained strong processing volumes while ensuring timely supplier payments and system integrity.

Key Projects and Continuous Improvement

- Compliance Audit - Payroll:
  Participated in a compliance audit with a focus on Payroll processes in implementing Enterprise Agreement changes and statutory compliance obligations for superannuation
- Project Ignite (System Upgrade):
  Participated in Accounts Payable, Procurement, Human Resource and Payroll Workshops for key user training for new software implementation. Worked closely with the Procurement and Human Resources Teams to ensure seamless integration between the modules.
- On Site Purchasing Support - Satellite sites:
  The team have identified areas for increased support for purchasing including on site at our satellite sites (QVMAG, Carr Villa, Remount Road Offices, Aquatic Centre)

Accounting

The Accounting Team has had a productive first quarter, successfully balancing significant strategic priorities alongside the delivery of core financial services.

A key achievement was the completion of the 2025/26 financial year-end process and preparation of the annual financial statements. The final audit commenced late in the quarter, with the team working collaboratively to support the timely completion of audit activities.

Project Ignite remained a significant area of focus, with extensive staff training, system configuration activities and process reviews undertaken to support the transition to the new system. Despite these additional demands, the team continued to deliver business-as-usual services effectively, including monthly financial reporting and ongoing operational support across the organisation.

The quarter also saw positive progress within the team, with the appointment of a new Team Leader and continued recruitment efforts to fill remaining vacancies.

Technology Services

Service Desk Performance

- Total tickets closed: 3,805
- End-user tickets closed (incidents and requests): 2,038
    - Logged by phone: 400
    - Logged by email: 897
    - Logged by self-service portal: 439
    - Logged in-person: 287
    - Logged by chat: 15
- Knowledge base articles (created/reviewed): 75
- Devices deployed/redeployed: 98

Security Operations (Microsoft Sentinel)

- Total incidents managed: 383
    - High severity: 64
    - Medium severity: 52
    - Low severity: 8
    - Informational: 259

Key Deliverables (Completed)

- Council Chambers remote attendance modifications
- Replacement endpoint remote access tool (ScreenConnect) successfully implemented
- Vulnerability management and patching platform (Action1) implemented
- Server application SSL certificate renewals
- HPE Aruba ClearPass (Network Access Control) VM replacement
- Microsoft Enterprise Agreement annual True-up
- Telstra Mobile service audit – 40+ mobile services removed

Major Upgrades and Projects (In Progress)

- Legacy VoIP telephony system replacement - Microsoft Teams calling
    - Headsets and handsets procured
    - Calling policy and configurations tested
    - Rollout commenced, 92% through all end-users
    - Once rollout has finished, number porting can commence
- Contact Centre Replacement
    - IpSCAPE selected and procured
    - Implementation has begun, Customer Service UAT in progress
    - Scheduled go-live early December

- Public Wi-Fi infrastructure Renewal
    - Sites and infrastructure under review
- Windows 11 rollout
    - 2 desktops remaining (New ETA Q2)
- Windows Server 2016 upgrade
    - 12 servers remaining inc. T1
- ESXi server replacements
    - Servers purchased, pending installation and configuration
- Procurement of Laptops renewals
    - Underway, ETA by end of November
- Procurement of replacement critical UPS
    - ETA end of December

Digital Futures

Project Ignite

- Design Specification sign-off in progress
- System configuration
- Key User Training (KUT) delivery for all modules
- Delivered Data Migration Approach and Plan
- Delivered User Acceptance Testing Approach and Plan
- Delivered End User Training Approach and Plan
- Data Migration extraction and verification for Supply Chain, HRP, Assets, Financials, Projects, GIS.

Transformation Projects

- Bookable – Knowledge Base and Documentation
- Bookable - 'V' Site
- Bookable – Myrtle Park & Memorial Hall with integration with Gallagher
- Bookable – NTCA
- Bookable – Special Food Vans
- Payble payment platform – support
- Loppedin Councils App - support

Efficiency Projects

- M365 Power Automate – Weekly report automation
- Electronic Form – Additional Leave Updates
- Property and Rating Process Update – Incidents
- Planning – Flood levee checklist
- Transport – Process improvement
- Events Grants – Process improvement

Reporting and Analytics

- CRM Report Updates
- CAD Report Updates
- Rates Capping Report and Extract
- Power BI Data Refresh
- Animal Statistics Report and Extract
- Parking Infringement Final Reminder redesign

Maintenance and System Support

- Bookable – Version Upgrade
- Rates – Due Date Plan updates
- Security Patch testing on all servers
- Database refresh
- Database lock error
- M365 Power Automate – Update for Communications Calendar process
- EOM ETL Updates
- Onboarding 2 new Digital Futures team members

Procurement

The Procurement team has been challenged by the vacancy of the Team Leader position which has since been filled. Despite those challenges, the team successfully maintained business continuity in core functions including actively supporting the development and market release of the following requests for tender (RFT's) and requests for quotation (RFQ's) which have been awarded and are now at the contracting stage. All project values are shown ex GST:

RFT's awarded by Council:

- Newnham Tree Planting Project, CD010/2026 awarded in July for $539,280 to Matt Burgess Landscaping
- Hobblers Bridge Netball Courts refurbishment project, CD080/2025 awarded in July for $644,841 to GLB Constructions
- Frederick Street Redevelopment Project, CD074/2025 awarded in August for $632,883 to Tas City Building
- Cameron Street Greening Project, CD076//2025 awarded in August for $282,033 to Cumulus Studio
- Bus Exchange Interim Security, CD022/2026 awarded in August (Schedule of rates) to Kevlar Security

RFQ's awarded under delegated authority:

- Waverley Lake Revamp Project, CD021/2026 awarded in August for $168,203 to REALM Studios P/L
- Turners Bridge Renewal Design Component, CD037/2026 awarded in September for $80,470 to Banbury Consulting

There were several other procurement activities that were initiated during the July – September quarter but will be reported in the October – December quarter due to the Council caretaker period and other timing issues as below:

RFT's in progress:

- Multi-story Carpark Access Management System, CD030/2026, initiated in August, being submitted to Council in December)
- CBD Bus Interchange Design Project, CD016/2026, initiated in August, being submitted to Council in December
- Banking Tender CD029/2025 (carried over from previous quarter), being submitted to Council in December)

RFQ's in progress:

- Safety Footwear Panel contract, closed in July but on hold due to other priorities, to be awarded in November
- Ravenswood Over 50's Club renovations, CD036/2026, issued to market in September and will close in October

KEY STATISTICS - DELIVERY AND PERFORMANCE

Item	This Quarter	Last Quarter	% Change (compared to last quarter)
People, Governance and Safety			
Number of Emails through contactus@launceston.tas.gov.au	6964	5887	+18.3%
Information Services Enquiries	412	447	-7.8%
Documents Registered into ECM	4279	3172	+34.9%
Mail Opened	1920	1525	+25.9%
Mail Posted	12848	14565	-11.8%
Files Culled	22	4	+450%
Employees trained in ECM	25	36	-30.6%
Public incidents reported: • Personal (including Launceston Aquatic Centre) • Property	 64 36	 65 36	 -1.5% -
Employees trained in Doc Assembler	10	17	-41.2%
Successful Recruitments • External Appointments • Internal appointments	53 37 16	47 34 13	+12.8% +8.8% +23.1%
Employee Departures	25	22	+13.6%
Exit Interviews	5	5	-
Safety Circle Sessions completed • Number of attendants	2 22	3 20	-33.3% +10.0%
Safety Bulletins, Alerts and Publications • Safety Bulletins and Alerts • Safety News Publications	 4 3	 1 3	 +300.0% -
Audits and Inspections • External Audit • HSR Workplace Inspections • Documented Site Interactions	 0 32 59	 0 14 47	 - +128.6% +25.5%
Incident Investigations Completed	17	3	+466.7%
Incident Investigations in Progress	0	10	-100.0%
Risk Assessments on teams/events	4	6	-33.3%

Senior Leader Health and Regulations			
Barking Dog Complaints	81	70	+15.7%
Dog Attacks	27	36	-25.0%
Found Dogs (community)	22	37	-40.5%
Dogs impounded	27	60	-55.0%
Nuisance / stray animals	43	51	-15.7%
Abandoned vehicles	82	70	+17.1%
Illegal dumping investigations	15	8	+87.5%
Fire hazardous or unkept properties investigations	15	12	+25.0%
Overgrown vegetation investigations	31	40	-22.5%
337 referrals	358	432	-17.1%
DA referrals & RFI responses	74	73	+1.4%
Premises and mobile food applications	53	33	+60.6%
Food fit-out applications	21	10	+110.0%
Tattoo / piercing licence applications	6	7	-14.3%
Events & Place of assembly permits	19	14	+35.7%
Food business inspections	148	195	-24.1%
Tattoo / piercing inspections	13	9	+44.4%
Private sewage system applications	13	20	-35.0%
Environmental nuisance complaints	107	113	-5.3%
Food enquiries / complaints	190	132	+43.9%
General enquiry to Environmental Health	11	17	-35.3%
Public health enquiries	34	32	+6.3%
Notifiable disease investigations	6	8	-25.0%
Traffic and Parking complaints	924	783	+18.0%
Senior Leader Finance and Technology			
Total Number of IT Tickets Closed	3,805	3,778	+0.7%
Total Number of End-User Tickets Closed	2,038	1,924	+5.9%
End-User Tickets Raised via Phone	400	378	+5.8%
End-User Tickets Raised In-Person	287	271	+5.9%
Knowledge Base Articles Created and Reviewed	75	47	+59.6%
Total Number of Sentinel Incidents Reviewed, Actioned and Closed	383	273	+40.3%
High Severity Sentinel Incidents Reviewed, Actioned and Closed	64	51	+25.5%
Medium Severity Sentinel Incidents Reviewed , Actioned and Closed	52	16	+225.0%

Low Severity Sentinel Incidents Reviewed, Actioned and Closed	8	18	-55.6%
Informational Sentinel Incidents Reviewed, Actioned and Closed	259	188	+37.8%
Number of Devices Deployed / Redeployed	98	107	-8.4%
Accounts Payable Runs processed	7	New KPI	N/A
Accounts Payable Payments: - Invoices - Suppliers paid - Amount paid	 4598 1986 $28,641,000	 *New KPI* *New KPI* *New KPI*	 *N/A* *N/A* *N/A*
New suppliers created	125	New KPI	N/A
Payroll Runs Processed	6	6	-
Amount Paid in Wages	$14,851,700.25	$12,648,732.61	+17.42%
Super Contributions Employer	$2,190,829.07	$1,791,263.51	+22.31%
Super Contributions Employee	$282,308.69	$237,731.80	+18.75%
Payroll Inductions	38	22	+72.73%
Rates Notices Issued	37,643	21,941	+71.56%
Property Ownership Transfers	843	595	+41.68%
Bin Requests - New Bin - Replacement of Damaged Bin - Replacement of Stolen Bin - Size Change Requests	 47 295 128 52	 50 230 98 44	 -6.00% +28.26% +30.61% +18.18%
Sundry Debtors Invoices	1,340	1,397	-4.08%
Value	$5,241,637.54	$11,094,995.00	-52.76%
Receipted Associated Payments	$3,578,291.70	$7.366,044.00	-51.42%
Tenders presented to Council	11	1	+1,000%

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

19.2. Council Meeting Schedule 2027

FILE NO: SF0975, SF0098

AUTHOR: Taylor Murphy (Governance Officer (Council and Committees))

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider moving to monthly Council Meetings, held on the fourth Tuesday of each month, and establishing a Planning Authority Committee under section 23 of the *Local Government Act 1993* (Tas), to meet monthly on the second Tuesday of each month.

As per Regulation 7(1) of the Local Government (Meetings Procedures) Regulations 2025, Recommendation 1 requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government (Meetings Procedures) Regulations 2025

PREVIOUS COUNCIL CONSIDERATION:

Workshop – 16 October 2025 – Proposed 2026 Council Meeting and Workshop Schedule
Workshop – 27 November 2025 – Council Meeting, Workshop, Planning Authority and Pillar Committee Meetings
Council – 11 December 2025 - Agenda Item 20.9 - Council Meeting Schedule 2026 and Update of 14-Plx-001 Council Meetings Policy (Frequency and Commencement Time)
Council – 9 July 2026 – Agenda Item 19.1 - Change to 2026 Council Meeting Schedule - Cancellation of 12 November 2026 Ordinary Meeting
Workshop – 17 November 2026 – Council Meeting and Council Committee Meeting Schedule 2027

RECOMMENDATION:

That Council:

1. pursuant to regulation 7(1) of the *Local Government (Meetings Procedures) Regulations 2025*, determines by absolute majority that Ordinary Meetings of Council will commence at 1.00pm and be held on the fourth Tuesday of each month, except where otherwise resolved by Council;

2. notes that the fourth Tuesday in January 2027 falls on the Australia Day Public Holiday and therefore the Council Meeting will be scheduled for 1.00pm Wednesday 27 January 2026,

3. establishes a Planning Authority Committee under section 23 of the *Local Government Act 1993* (Tas), with meetings to be scheduled on the second Tuesday

of each month except for January 2027 where the Planning Authority will be combined with the first Ordinary Meeting of Council,

4. requests the Chief Executive Officer to prepare the terms of reference and membership arrangements for the Planning Authority for Council's consideration;

5. notes that a Planning Authority Committee Meeting will be cancelled if no development applications are due for consideration, with notice published on the City of Launceston Council's website and in the Examiner Newspaper;

6. notes that the proposed schedule below includes the first Council Workshop to be held on the 19 January 2027 and that any subsequent Council Workshops are tentatively booked for the first and third Tuesday of the month however they can be cancelled at the discretion of the Chief Executive Officer, and

DAY	DATE	MEETING	TIME
JANUARY			
Tuesday	19 Jan	Workshop	9:30am
Wednesday	27 Jan	Council Meeting (including Planning Authority)	1:00pm
FEBRUARY			
Tuesday	9 Feb	Planning Authority Committee	1:00pm
Tuesday	23 Feb	Council Meeting	1:00pm
MARCH			
Tuesday	9 Mar	Planning Authority Committee	1:00pm
Tuesday	23 Mar	Council Meeting	1:00pm
APRIL			
Tuesday	13 Apr	Planning Authority Committee	1:00pm
Tuesday	20 Apr	Council Meeting	1:00pm
MAY			
Tuesday	11 May	Planning Authority Committee	1:00pm
Tuesday	25 May	Council Meeting	1:00pm
JUNE			
Tuesday	8 Jun	Planning Authority Committee	1:00pm
Tuesday	22 Jun	Council Meeting	1:00pm
JULY			
Tuesday	13 Jul	Planning Authority Committee	1:00pm
Tuesday	27 Jul	Council Meeting	1:00pm
AUGUST			
Tuesday	10 Aug	Planning Authority Committee	1:00pm
Tuesday	24 Aug	Council Meeting	1:00pm
SEPTEMBER			
Tuesday	14 Sept	Planning Authority Committee	1:00pm
Tuesday	28 Sept	Council Meeting	1:00pm
OCTOBER			
Tuesday	12 Oct	Planning Authority Committee	1:00pm
Tuesday	26 Oct	Council Meeting	1:00pm
NOVEMBER			

Tuesday	9 Nov	Planning Authority Committee	1:00pm
Tuesday	23 Nov	Council Meeting	1:00pm
DECEMBER			
Tuesday	7 Dec	Annual General Meeting	5:30pm
Tuesday	14 Dec	Council Meeting (including Planning Authority)	1:00pm

7. requests that Council reviews the 2027 Council Meeting Schedule with a report and recommendation to be tabled at the Council Meeting of 24 August 2027, and

8. approves changing the scheduled commencement time of the 8 December 2026 Council Meeting to 1.00pm,

9. notes that, if Recommendation 8 is resolved in the affirmative, it will overturn part of the decision made on 3 September 2026 for Agenda Item 19.5 Update of the Council Meeting Schedule 2026 - Post Election, and will require a decision by absolute majority pursuant to regulation 22(2) of the *Local Government (Meeting Procedures) Regulations 2025;*

10. notes, for the avoidance of doubt Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas).

REPORT:

Under the *Local Government (Meetings Procedures) Regulations 2025* (the Regulations), one Council meeting must be held each calendar month. Monthly meetings are being proposed for the new Council term as it is determined to be the most efficient use of Councillor and Officer time and resources.

Concerns regarding the length of monthly Council meetings will be mitigated by the establishment of a Planning Authority Committee under section 23 of the *Local Government Act 1993* (Tas) (the Act). Moving planning items out of the Ordinary Council Meeting will ultimately shorten the length of these meetings. Membership of the Planning Authority Committee will be determined by a decision of Council.

Membership of the Planning Authority Committee will be determined by a decision of Council.

The proposed Council Meeting schedule for 2027 is a 4-weekly cycle on Tuesdays:

- **Tuesday, Week 2**: Planning Authority Committee Meeting
- **Tuesday, Week 4:** Council Meeting.

Council Workshops are intended to be held on the first and third Tuesday of the month; however, the Workshop schedule does not require a resolution of Council and can therefore be rescheduled or cancelled at the discretion of the Chief Executive Officer (CEO).

Months that have a fifth Tuesday have intentionally been left free providing flexibility for an additional Workshop if required at the discretion of the CEO and the Mayor.

Pursuant to the 14-Plx-044 Council and Annual General Meeting Policy, where an ordinary meeting of Council falls on a public holiday, the meeting will be held on the following weekday.

The first Council Meeting for 2027 is proposed to be held at 1pm on Wednesday 27 January 2027, as the Australia Day public holiday falls on the fourth Tuesday of January.

Rationale

Clarity on Agenda topics
Separating planning matters from other Council business provides a clear public benefit. Planning items generally attract significant public attention and debate, and members of the public who wish to follow or speak to a planning matter will know that it is considered at the dedicated Planning Authority Committee Meeting, rather than needing to monitor a lengthy Ordinary Council Meeting agenda. Similarly, members of the public interested in other Council business can attend the Ordinary Council Meeting without waiting through extended planning debate. This clear delineation makes it easier for the community to understand where and when particular matters will be considered and to participate accordingly. It also allows for more robust debate of other important Council matters. With planning items considered separately, Councillors can dedicate more time to strategic, financial, policy and community issues at Ordinary Council Meetings, supporting well-informed and transparent decision making.

Streamlined Strategic Decision Making
The proposed meeting structure is intended to streamline strategic decision making, supported by a more robust committee structure. Dedicated Planning Authority and Pillar Committee meetings allow matters to be considered in greater depth by the relevant committee before they progress to the monthly Ordinary Council Meeting. This enables Councillors to focus Ordinary Council Meetings on strategic priorities and key decisions, supporting clearer, more efficient and well-informed decision making.

Urgent Matters and Continuity
A risk of moving to monthly Council Meetings is that urgent issues may arise between meetings and not be resolved in a timely manner. This risk is mitigated by the ability to call a special Council meeting if needed to deal with an urgent matter. In addition, Councillors will still be scheduled to meet at least weekly, through a Workshop, Council Meeting or Planning Authority Committee Meeting, which ensures continuity and provides regular opportunities to raise and progress emerging issues.

Efficiency
The move to monthly Council meetings has been determined to be the most efficient use of Councillors time and organisational resources. Additionally, moving Council Meetings, Committee Meetings, and Workshops to Tuesdays provides a consistent day each week for Councillors to set aside time for activities associated with their elected member responsibilities.

Legislative Deadlines
Under the current agenda preparation cycle, key officer deadlines fall on Mondays, and final publication deadlines fall on Fridays. Both days are often affected by public holidays and flexible work arrangements, such as rostered days off.

Under the *Local Government (Meeting Procedures) Regulations 2025*, agendas must be published four clear days before a meeting. The four clear days include weekends and public holidays but exclude the day the agenda is published and the day of the meeting. For Thursday meetings, the four-clear-day period falls on a Saturday, with agendas published for Councillors and the public on the preceding Friday. If issues or delays arise, there is limited support available, after hours for the Governance team to resolve them on a Friday after business hours. Moving Council Meetings and Workshops to Tuesdays changes the publication deadline to the preceding Thursday and provides more time to address issues and obtain internal or external assistance if required.

Officer Availability
Moving the relevant Council Meeting and Workshop dates from Thursdays to Tuesdays will better align the meeting cycle with flexible work patterns, including four-day week and nine-day fortnight arrangements currently worked by some employees. It also provides a useful operational model if a four-day work week proposal is considered more broadly in the future. By shifting the meeting cycle, the associated report preparation, review and Governance deadlines can be moved away from Mondays and Fridays, reducing the likelihood that employees are required to meet critical deadlines on days that are commonly used as non-working days under flexible work arrangements.

This approach supports employees by creating a more predictable and workable deadline structure. It reduces pressure on officers to prepare or finalise reports immediately before or after weekends and lessens reliance on employees monitoring or progressing Council report deadlines on rostered days off. It also assists the Governance team to coordinate agenda preparation, review and publication within ordinary working patterns, rather than relying on compressed timeframes around Mondays and Fridays.

The proposed monthly Council meetings, excluding Planning Authority items, provides an opportunity for the organisation and Councillors to reduce the time spent in Council meetings and focus more on strategic priorities, community engagement and effective decision making. This change is aimed at improving efficiency while maintaining the quality of governance and service delivery.

Planning Authority Committee

Membership
It is proposed that a Planning Authority Committee Meeting is to be established under section 23 of the *Local Government Act 1993* and membership will consist of all Councillors. This would ensure that all Councillors are provided with an opportunity to debate and contribute to planning discussions and decisions.

The proposed Planning Authority meeting would be governed by the Meeting Procedures and will be conducted just as an Ordinary Meeting of Council would be. This includes that the meeting will be open to the public, advertised in advance, recorded and live streamed and that if a Councillor is unable to attend a Committee meeting, they will need to seek leave of absence that must be approved by Council.

A draft Planning Authority Committee Terms of Reference has been included as an attachment to this report that expands on this summary.

Timing
Due to statutory timelines for Development Applications (DA) to be assessed and decided, there may be some instances where a DA may require a decision before the next scheduled Planning Authority Committee Meeting. If this occurs, there are three options that could be utilised to ensure we meet the legislative requirements:

1. request an extension from the applicant until the next Planning Authority Meeting in the first instance;
2. where an extension is not granted, include as a Planning Authority item in the ordinary Council Meeting - this should be the exception, not the norm; or
3. have the matter decided by the Chief Executive Officer under delegated authority.

Combined Council and Planning Authority Meetings are proposed for January and December to accommodate fewer available dates in these months due to the holiday period.

There would be 12 Council Meetings and 12 Planning Authority Meetings (including combined meetings) under the proposed meeting schedule, unless the Chief Executive Officer deems otherwise.

Summary

The 4-weekly cycle:

- allows for public participation in the delivery of our strategic objectives
- incorporates a dedicated Planning Authority Meeting which will provide less waiting time for members of the public attending both Council Meetings and Planning Authority Meetings
- accommodates time for Committees in Councillors' current time commitment

The reduction of one formal Council meeting every 4 weeks will enable the Mayor and Councillors the opportunity to utilise time for other priority matters including Committee meetings and community involvement.

Other benefits include:

- Increased productivity and focus - less time lost to meeting preparation and recovery; more time for strategic tasks and service delivery.
- Cost and resource efficiency - reduced administrative overheads and staff time per meeting.
- Higher-quality deliberation - additional time between meetings to analyse reports and consult stakeholders.
- Reduced meeting fatigue from frequent meetings.

Next steps

Once our meeting schedule has been set for 2027, regulation 9 of the Meeting Procedures requires that we:

- advertise the times and places of ordinary Council meetings in a local newspaper
- place the schedule on our website
- have a copy available for members of the public to inspect and obtain a copy free of charge.

The schedule will also be distributed to employees so that they can plan and prepare their agenda items accordingly.

RISK IMPLICATIONS:

The following risks and mitigation strategies have been identified in moving to a 4-weekly cycle of Council Meetings:

Risk	Potential Mitigation Strategies
Timeliness: Longer gaps may slow approvals or clash with legal timelines	• Separate Planning Authority Meetings • Special meetings convened as required • Delegations in place if required
Public engagement: Fewer Council meetings mean fewer obvious touchpoints for public input	• Separate Planning Authority Meetings provides an additional opportunity for public engagement • Publish agendas and reports earlier to lengthen public review windows • Promote the process for Questions With Notice by Members of the Public on our website - develop an online submission form
Heavier agendas: Packed agendas can lead to long meetings and rushed decisions	• Agendas distributed earlier • Group routine/administrative items for en bloc voting, freeing time for strategic deliberation to keep meetings effective
Information backlog: Issues may build up between meetings, increasing pressure on the next agenda.	• Special meetings convened as necessary • Councillors updated on items through the Councillor Bulletin

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter meets a legislative requirement.

BUDGET AND FINANCIAL IMPLICATIONS:

The proposal may result in modest operational savings through a reduction in meeting administration, agenda preparation, publication, minute-taking and associated meeting support activities. These efficiencies are expected to be realised primarily through the reallocation of staff resources rather than direct budget savings. Overall, the financial impact is anticipated to be minor and manageable within existing budgets.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Planning Authority Committee Terms of Reference [**19.2.1** - 5 pages]

19.3. Council Appointments to Internal and External Committees

FILE NO: SF2233/SF0095

AUTHOR: Emily Causley (Executive Assistant - Delivery and Performance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To approve Council appointments in respect of Committees, Special Committees and External Organisations.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Emergency Management Act 2006 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Workshop – 17 November 2026 – Nominations for Committees - Audit Panel & Municipal Emergency Management

RECOMMENDATION:

That Council:

1. pursuant to section 85 of the *Local Government Act 1993* (Tas), makes the following appointments:

AUDIT PANEL
***(convened under section 85 of the Local Government Act 1993* (Tas))**

Committee	***Number of Councillor Vacancies***	***Nomination***
Audit Panel	2	By ballot

2. pursuant to section 20(A) of the *Emergency Management Act 2006* (Tas), makes the following appointment:

SPECIAL COMMITTEE
(convened under section 20(A) of the Emergency Management Act 2006 (Tas))

Committee	***Number of Councillor Vacancies***	***Nomination***
Municipal Emergency Management Committee	1 (including acting as Municipal Chair)	By ballot

3. makes the following appointments to Committees and Organisations external to the Council:

COUNCIL EXTERNAL COMMITTEE MEMBERSHIP
(*resulting from resolutions of Council)*

Committee	***Number of Councillor Vacancies***	***Nomination***
Local Government Association of Tasmania	2 (Mayor of the Day and Deputy Mayor (as proxy))	By ballot
TasWater Owners Representative	1 (Mayor of the Day)	By ballot
Theatre North Inc.	1	By ballot

REPORT:

This report finalises Council's appointments to Committees and External Organisations included in the recommendation. It follows the Council Workshop held on 17 November 2026, at which Councillors considered the available positions and nominations.

Both the Audit Panel and the Municipal Emergency Management Committee are required under legislation.

Audit Panel: Section 85(1) of the *Local Government Act 1993* (Tas) requires a council to establish an audit panel. Under section 85(3), an audit panel is not a special committee for the purposes of the Act, and its constitution must meet the requirements of any order made under section 85B. Section 85A sets out the Audit Panel's functions, which include reviewing Council's financial system, financial governance arrangements and financial management, its plans under Part 7 of the Act, and the policies, systems and controls that safeguard its long-term financial position.

Under Council's Audit Panel Charter (14-Plx-010), the Panel comprises two Councillors and three external members, with an external member appointed as Chairperson. All external appointments are current and not due to be reappointed at the time of writing.

The Panel's objective is to review Council's performance under section 85A of the Act and to report its conclusions and recommendations to Council. The Charter authorises the Panel, within its responsibilities, to obtain any information it needs from an employee or external party (subject to any legal obligation to protect information) and to discuss any matters with the Tasmanian Audit Office or other external parties (subject to confidentiality considerations). The Panel provides Council with a copy of its minutes after each meeting, a written report of its conclusions and recommendations after any section 85A review, and an annual report. The Panel's role is advisory, with no management responsibility or decision-making authority, and it provides Council with independent scrutiny and assurance over its financial and governance arrangements.

Municipal Emergency Management Committee: Section 20 of the *Emergency Management Act 2006* (Tas) establishes a Municipal Emergency Management Committee for each municipal area that is not a combined area. Membership and functions of the Committee are provided for in sections 21 and 22 of that Act. The Committee institutes and coordinates emergency management in the municipal area, including preparing and reviewing the Municipal Emergency Management Plan. It also reviews the management of emergencies, provides a municipal forum for organisations with emergency management responsibilities and reports to the Northern Regional Emergency Management Committee. Under its Terms of Reference, the Mayor chairs the Committee by default unless another Councillor is nominated and endorsed by Council.

External Membership: Appointments to the Local Government Association of Tasmania, TasWater Owners Representative and Theatre North Inc. are Council representative appointments to bodies external to Council.

Consistent with the agreed process, appointments will be determined by ballot at the Council Meeting. Appointments will be considered in the order they appear in the Recommendation.

Appointments to remaining committees will be considered once the new committee structure is confirmed. The new committee structure is to be formalised and brought to Council for consideration at a future meeting, at which time appointments to the remaining committees can be made.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter meets a legislative requirement.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

19.4. 14-Plx-044 Council and Annual General Meeting Policy

FILE NO: SF8030

AUTHOR: Taylor Murphy (Governance Officer (Council and Committees))

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider adopting the Council and Annual General Meeting Policy.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government (Meeting Procedures) Regulations

RECOMMENDATION:

That Council:

1. adopts the 14-Plx-044 Council and Annual General Meeting Policy (ECM Doc Set ID: 5442651) as follows,

City of LAUNCESTON

Council and Annual General Meeting Policy

Policy Type	Network	Responsible Officer	Adopted	Review Date
Council	Delivery and Performance	Governance Officer (Council and Committees)		

PURPOSE

The Council and Annual General Meeting Policy, (the 'Policy") sets out the principles and procedures required of all business conducted in Council meetings, Council Committee Meetings and the Annual General Meeting (AGM). All policies and procedures are determined to be consistent with the *Local Government Act 1993* (the 'Act') and the *Local Government (Meeting Procedures) Regulations 2025* (the 'Regulations').

SCOPE

This policy applies to all meetings of Council, including Ordinary Meetings, Special Meetings, Committee Meetings and the Annual General Meeting.

It also applies to all City of Launceston officers, all elected members and members of the public that attend a Council meeting of the City of Launceston.

DEFINITIONS

Term	Definition
Councillor	Elected member of Council.
Council Committee	Committees established under section 23 or 24 of the *Local Government Act 1993* (Tas).
The Act	*Local Government Act 1993*
The Regulations	*Local Government (Meeting Procedures) Regulations 2025*

ROLES AND RESPONSIBILITIES

Role	Responsibility
Councillors	Complying and approving
Council Officers	Complying
Governance Team	Implementing, monitoring, reviewing and complying

POLICY

1. Frequency and commencement time

Council Meetings

- The first meeting of the calendar year will be a Council Meeting held during the fourth week of January.
- If the Council Meeting falls on a public holiday, the Council Meeting will be held on the next available weekday in the same week as the public holiday.
- The final scheduled Council Meeting will be held during the second week in December, to avoid having a meeting close to the holiday period.
- Council will determine the weekday and commencement time for Council Meetings by an absolute majority - this is usually reviewed after each ordinary election, however can be reviewed during a term by a recommendation coming to Council.

Council Committee Meetings

- The first meeting of a Council Committee will be convened on a day and time to be determined by Council by an absolute majority.
- The day and time of subsequent Council Committee Meetings will be determined by the Council Committee by simple majority.

Annual General Meeting

- The Annual General Meeting will be held on the first Tuesday in December commencing at 5.00pm.
- The Delivery and Performance Network will ensure that information concerning Council's Annual General Meeting is advertised in sufficient time to provide members of the public with a minimum of fourteen (14) days to make submissions regarding the City of Launceston's Annual Report for consideration at the AGM.

2. Video and Audio Streaming and Recording of Meetings

Council records the audio and video of:

- Ordinary and Special Council Meetings,
- the Annual General Meeting,
- Public meetings held under sections 59 or 60F of the Act

Council records audio only of:

- Meetings of Council Committees established under section 23 of the Act.

Closed session audio is recorded to assist with minutes but it is not stored on a network drive nor is it made publicly available. The copy is destroyed after the minutes of Closed Council have been confirmed as permitted under 13.04.03 of the Disposal Schedule for functional records of Local Government, Disposal Authorisation No DA2200 issued by the Tasmanian Archive and Heritage Office.

People may listen to and view recordings stored on the Council's meeting stream channel on YouTube, accessed via www.launceston.tas.gov.au. Council can provide a copy of recordings on receipt of a request in writing and payment of a fee.

Audio Recordings are retained for a minimum of two (2) years, as required by section 43(4) of the Act.

Live Streaming of Meetings

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

A decision around the live streaming of meetings not held in the Council Chambers will be made by the Chief Executive Officer (CEO) on a case-by-case basis.

Technical Difficulties

There may be situations where, due to technical difficulties, a live stream may not be available. Whilst every effort will be made to ensure the live streaming and website are up and running smoothly, Council takes no responsibility for and cannot be held liable for, the live streaming or Council website being temporarily unavailable due to technical issues beyond its control. Technical issues may include, but are not limited to, the availability of the internet connection, device failure or malfunction, unavailability of social media platforms or power outages.

Identified Risks and Mitigation Action

Public Council meetings are an open forum of statements, questions and answers. Occasionally, comments could be made which may be regarded as offensive, defamatory, or contrary to law.

Local Government decision making, unlike State and Federal Government, does not afford Councillors the benefit of parliamentary privilege and hence, all associated laws apply. Councillors and Officers Liability Insurance will be maintained by Council to provide protection for Councillors and Officers against litigation arising from unintentional defamation and slander.

It should be noted that no protection is afforded to the public for comments made during meetings, which are subsequently challenged in a court of law and determined to be defamatory or slanderous. Whilst Council may not be liable for any defamatory comments made by an individual at a meeting, it may, however, be liable if it publishes that material; albeit inadvertently.

Accordingly, following any public Council Meeting the CEO has discretion to direct the removal of all or part of any video and/or audio recording which is considered inappropriate to be published. Material considered as inappropriate may include, but is not limited to:

- Defamation
- Infringement of Copyright
- Breach of Privacy / Disclosure of Personal Information
- Offensive Behaviour including Discrimination
- Vilification or Inciting Hatred
- Confidential or Privileged Council Information

In making this determination, the CEO may seek independent legal advice.

Privacy and Defamation
Council records and streams meetings in accordance with this policy. Anyone entering, exiting or remaining in the Council Chamber, including the public gallery, acknowledges and accepts that their image and voice may be captured, recorded, streamed or otherwise published as part of the meeting proceedings. Images of attendees, including minors, may be captured incidentally, with consent taken to be given by those individuals or their legal guardians, where applicable, through attendance at the meeting.

The opinions or statements made during the course of the meeting are those of the particular individuals, and not necessarily the opinions or statements of Council. Council does not necessarily endorse or support the views, opinions, standards, or information contained in the live streaming and video recording of the Council meetings.

Council does not accept any responsibility for the comments made or information provided during Council meetings and does not warrant nor represent that the material or statements made during the streamed meetings are complete, reliable, accurate or free from error.

3. Public Participation in Council Meetings

The community can participate in Council meetings by:

- asking Questions Without Notice during Public Question Time
- presenting a Deputation
- presenting a Community Report
- submitting a Notice of Motion (for the Annual General Meeting only)
- standing as a Community Representative on a Council Committees

Questions by Members of the Public
The public can ask questions relating to Council business two ways:

- by asking a Question Without Notice at a Council Meeting during Public Question Time, or
- by submitting a Question on Notice for publication in the next available Council Agenda.

Questions Without Notice

- The Chairperson manages Public Question Time and will ensure 15 Minutes is allocated for questions, if required.
- A limit of three questions per person applies per meeting.
- Members of the public intending to ask questions are asked to record their name and questions on the form available outside the Council Chambers, to assist with minute-taking.
- The Chairperson manages Questions without Notice, and questions must be asked in accordance with the following conditions:
    - Questions must be succinct
    - Questions must not contain statements or preamble
    - Questions are not to be debated
    - Questions must relate to the activities of Council
- The Chairperson may take questions asked on notice to ensure a correct and comprehensive answer is provided
- If the question is unclear, the chairperson may require that the question be submitted in writing and taken on notice
- Questions asked during Public Question Time, and answers given, will be minuted with attribution to the person asking the question and to the person who answers the question.

Questions on Notice

- Questions on Notice must be submitted in writing at least seven days before the Ordinary Council Meeting. The seven-day period does not include the day notice is given or the day of the Ordinary Council Meeting.
- Questions can be submitted in person, by post or email and must clearly state that they are Questions on Notice.
- Questions submitted to Council that are not clearly identified as Questions on Notice will be treated as general correspondence and a written response provided in keeping with the Customer Service Charter (05-Plx-008). They will not be included as part of the Council Agenda.
- Questions received and accepted will be published in the Agenda of the next ordinary Council Meeting along with the officers response/s.
- If more time is needed to respond to complex questions, the questions will be acknowledged in the Agenda of the next ordinary Council Meeting, with the date of the later Ordinary Council Meeting at which the response/s will be published.
- If more than three questions are received, the first three will be included in the agenda and the remainder treated as correspondence. A written response will be provided in keeping with the Customer Service Charter and will not be included as part of the Council Agenda.
- Only questions will be published in the Agenda. Accompanying correspondence, statements or preamble will not be published.

Deputations

Members of the public are able to apply by emailing contactus@launceston.tas.gov.au to speak for up to 15 minutes on matters concerning the City of Launceston. Verbal presentations are preferred so that the presentation can be captured through the microphones for audio streaming purposes. Presentations with additional audio-visual requirements, e.g. Power Point or video presentations must be provided one day prior to the meeting so that they can be preloaded in the Council Chambers before the Council Meeting begins.

Time permitting, Councillors may wish to discuss your presentation and ask questions.

Community Reports

Community Reports allow an opportunity for Community Groups to provide Council with a five (5) minute verbal presentation detailing activities of the group. This report is not intended to be used as the time to speak on Agenda Items; that opportunity exists when that Agenda Item is about to be considered. Speakers are not to request funding or ask questions of Council. Printed documentation may be left for Councillors.

Public Notices of Motion - Annual General Meeting

The Annual General Meeting provides members of the public to submit Notices of Motion and questions relating specifically to the Council's Annual Report.

If a Notice of Motion is carried it will then be added to the Agenda of the next Ordinary Meeting of Council for consideration.

PRINCIPLES

Council's Organisational Values are to be upheld by all meeting attendees. Further explanation of our values can be found at https://www.launceston.tas.gov.au/Council-Region/Our-Vision-Purpose-and-Values.

Attendees demonstrating behaviour that contravenes these values will be directed to leave the meeting.

Values



Strategic Plan Reference

Not applicable:

Council's consideration of this matter meets a legislative requirement.

REFERENCES

Type	Title
Related Legislation	*Local Government Act 1993* (Tas) *Local Government (Meeting Procedures) Regulations 2025*
Internal Documents	14-Pr-005 Councillor - Leave of Absence from Council Procedure 14-Pr-008 Notice of Motion Procedure 14-Pr-010 Operation of Audio Streaming Equipment in the Council Chambers 14-Pr-011 Governance Checklist for Council Meetings 14-Pr-013 Annual General Meeting (AGM) Procedure 14-Pr-015 Operation of Bosch Microphone System in the Council Chambers
External Documents	N/A

IMPLEMENTATION & REVIEW

This policy will be reviewed every four (4) years or earlier if required due to legislative, operational, or organisational change.

Version	Action Officer	Reason for change
02/10/2026	Governance Officer (Council and Committees)	New

Office Use Only		
Internal Communication		Organisation Wide
External Communication		N/A
Online Locations:	✔	Website
	✔	Intranet
Accessible Versions		N/A
Key Words: Council meeting policy procedure public question time audio streaming annual general AGM		
Internal Reference: 14-Plx-044		

REPORT:

This policy was developed following findings from the Policy Project, which identified that several policies covered related subject matter but existed as separate documents.

To improve efficiency and simplify policy management, policies relating to the functions and procedures associated with meetings of Council have been consolidated into a single overarching policy. This approach reduces the number of policies on the register and decreases the monitoring and review workload for officers, while maintaining governance and policy oversight.

The development of the Council and Annual Generally Meeting Policy will supersede the following policies:

- 14-Plx-001 Council Meetings Policy (Frequency and Commencement Time)
- 14-Plx-028 Notice Period for Annual General Meeting Submissions Policy
- 14-Plx-037 Public Question Time Policy
- 14-Plx-017 Video and Audio Streaming of Meetings Policy

These policies will subsequently be made redundant, pending Council approval.

A consultation period of 2 weeks provided Senior and Executive Leaders with the opportunity to provide feedback, ask questions and make suggestions to improve the flow of the document. All feedback was considered and incorporated into the final document.

RISK IMPLICATIONS:

The Council and Annual General Meeting Policy has been developed to explain how the City of Launceston applies the legislation associated with meetings and meeting procedures of Council. Establishing such a policy ensures that meeting requirements and expectations are replicated year after year, ensuring consistency and good governance.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter meets a legislative requirement.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

19.5. 12-Plx-029 Remission of Fees and Charges Policy

FILE NO: SF2968, 12-Plx-029

AUTHOR: Hayley Inglis (Senior Governance Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider adopting the 12-Plx-029 Remission of Fees and Charges Policy and delegation of functions and powers under the *Local Government Act 1993* (Tas).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 28 May 2026 - Item 19.2. Fees and Charges 2026 2027
Council - 6 August 2026 - Item 19.1 Fees and Charges 20262027 Amendment
Council - 25 June 2026 - Item 19.1. 2026-27 Fees and Charges Amendments

RECOMMENDATION:

That Council:

1. approves 12-Plx-029 Remission of Fees and Charges Policy as follows,

City of LAUNCESTON

Remission of Fees and Charges Policy

Policy Type	Network	Responsible Officer	Adopted	Review Date
Council	Delivery and Performance	Senior Leader People Governance and Safety		

Purpose

City of Launceston's (Council) fees and charges are set annually by Council in accordance with the provisions outlined in Division 7 of the *Local Government Act 1993* ("the Act"). Section 207 of the Act provides that "*A council may remit all or part of any fee or charge paid or payable under this Division.*"

The purpose of this Remission of Fees and Charges Policy is to define the conditions under which Council may consider refunding, exempting or reducing

fees and charges on a case-by-case basis. This policy ensures that decisions are fair, equitable, transparent and consistent across all Council services.

Scope

This policy **only** applies to:

- fees and charges set by Council in accordance with section 205 of the Act and as detailed in the annually approved list of Fees and Charges published on Council's website; and/or
- requests for full or partial remission, waiver, reduction or refund of fees and charges, whether initiated by application or by Council.
- requests that are within the conditions of delegation.

This policy **does not** apply to:

- the remission of general rates and charges as set under Part 9 of the Act;
- fines or infringement notices;
- contributions required in association with development applications (for example, in relation to public open space or in lieu of carparking); or
- any fees, charges or penalties levied by Council on behalf of or set by other State Government entities or agencies.

Definitions

Term	Definition
Remission	The full or partial exemption, waiver, reduction or refund of a fee or charge imposed by Council.
Contra Agreement	An arrangement where Council receives goods, services or other value in exchange for all or part of a fee or charge.
Community Benefit	A demonstrable benefit to the Launceston community, including social, cultural, environmental, educational, recreational or wellbeing outcomes.
Fee or Charge	A fee or charge imposed by Council under section 205 of the Local Government Act 1993 and included in Council's adopted Fees and Charges schedule.

Roles and Responsibilities

Role	Responsibility
Chief Executive Officer (CEO)	Chief Executive Officer means the General Manager as defined by the *Local Government Act 1993* and includes a person performing the role of Chief Executive Officer.
Executive Leader	Executive Leader includes a person performing the role of Executive Leader.
Senior Leader	Senior Leader includes a person performing the role of Senior Leader.
Delegated Officer	Council Officers that hold a delegation under section 207 of the *Local Government Act 1993,* subject to the respective conditions of delegation.

Policy

1. ***Legislative Context***

Under section 205 of the Act, Council has the authority to impose fees and charges in respect of a number of matters including the use of its property, the services it provides, applications made to it, and the granting of licences, permits, registrations, or other authorisations.

Fees and charges are an important source of revenue for Council and support the delivery of services to the community. Council adopts a list of Fees and Charges for each financial year; these fees and charges are published on the Council's website.

Given the importance of fees and charges to Council's financial position, any decision to exempt, waive, reduce or refund a fee or charge must be reasonable, justified and consistent with this policy.

2. Circumstances for Remission

Council and Delegated Officers may consider exempting, waiving, reducing or refunding fees and charges on a case-by-case basis, in the following instances:

- The fee relates to activities undertaken by an Australian Charities and Not-for-profits Commission (ACNC) registered charity operating within the Launceston Municipal Area, which can demonstrate a community benefit arising from the request for a fee waiver or reduction.
- A contra agreement applies.
- Special offers for commercial operations of Council.
- An application for a permit is withdrawn before any substantive work is performed; or
- Extenuating circumstances apply that would make the payment of a fee or charge unreasonable in the circumstances.

3. Application and Assessment Process

- To request a fee exemption or reduction, the Remission of Fees and Charges Application Form must be completed, signed off by a Senior Leader and submitted to a Delegated Officer for consideration.
- A response to the application will be provided in writing by the relevant Delegated Officer, detailing the basis on which the request is approved or denied, and will be recorded within Council's records management system.
- Pursuant to section 77 of the Act, the details of all fees and charges that are either waived or reduced will be included in quarterly reporting to Council and subsequently in Council's Annual Report.

Principles

Decisions on whether to remit all or part of a fee or charge are to be made in line with Council's role and functions as provided in sections 19A and 20 of the Act.

The principles of good governance apply. Of particular relevance, good governance is accountable, transparent, law-abiding, responsive and equitable.

Values



Strategic Plan Reference

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

References

Type	Title
Related Legislation	*Local Government Act 1993* (Tas)
Internal Documents	12-Fm-150 Remission of Fee and Charge Application Form
External Documents	Good Governance Guide for Local Government in Tasmania, Department of Premier and Cabinet, Local Government Division, available at Good Governance Guide (dpac.tas.gov.au)

Implementation & Review

This policy will be reviewed by 1 February 2028 or earlier if required due to legislative, operational, or organisational change.

Version	Action Officer	Reason for change
18/08/2022		Initial
12/10/2026		Regular Review

Office Use Only		
Internal Communication		Organisation Wide
External Communication		Not Applicable
Online Locations:	**Y**	Website
	Y	Intranet
Accessible Versions		Not applicable
Key Words: fees, charges, remission, waiver, reduction, refund, fee waiver, community benefit, charity, ACNC, contra agreement		
Internal Reference: 12-Plx-029		

2. pursant to section 22 of the *Local Government Act 1993*, delegates its functions and powers under section 207 of the *Local Government Act 1993* to the Chief Executive Officer, to remit fees and charges in accordance with 12-Plx-029 Remission of Fees and Charges Policy.

3. pursuant to section 64(1)(b) of the *Local Government Act 1993,* authorises the Chief Executive Officer to delegate the functions and powers delegated at Recommenation 2 to an employee or employees of the Council,

4. authorises the Mayor to evidence this delegation by signing an instrument of delegation referring to and detailing this decision, and

5. notes that the term Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993*.

REPORT:

The Remission of Fees and Charges Policy is intended to specifically govern remissions of the Fees and Charges (ECM Doc Set ID: 5374262) that Council sets annually pursuant to section 205 of the *Local Government Act 1993* (Tas).

The policy provides clarity and consistent guidelines as to how requests to waive, refund or exempt fees are dealt with by delegated officers. Delegated officers are Council Officers that hold a delegation under section 207 of the *Local Government Act 1993,* subject to the respective conditions of delegation.

The policy is to ensure that remissions when applied are fair, equitable, transparent and consistent across all Council services. It also ensures that the correct approval process is followed and documented via the appropriate channels.

The delegation of authority to remit fees and charges also supports efficient and proportionate decision-making. Requiring relatively minor remission requests to be escalated through formal reporting and approval processes can result in administrative costs that exceed the value of the remission itself. Appropriate delegations enable these

matters to be resolved efficiently at the operational level, while maintaining clear accountability, documented decision-making and appropriate controls. Escalating minor fee remissions to Council is an administrative burden, does not align with the strategic imperative of Councillors, and can create roadblocks to practical, beneficial community outcomes due to timing delays.

RISK IMPLICATIONS:

Failure to have a consistent policy approach to refunding, waiving or exemption of fees and charges could lead to unequitable decision making among delegated officers which could then have social or budget impacts, or decisions being made that do not align with legislation. Gaps in documentation can lead to under reporting of financial impacts.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Fees and charges form an important part of Council's overall budget and as such this policy is to provide guidance to officers when waiving, reducing or refunding fees and charges to support ongoing financial management. Any decision to exempt, waive, reduce or refund a fee or charge must be reasonable, justified and consistent with this policy.

Fees and charges can be contentious in the community so it is important that officers have a sound policy for reference to ensure that decisions made are fairly, are equitable and aligned with legislation.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

There are no direct financial impacts relating to the preparation of this report, however noting that fees and charges form an important part of Council's financial position.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. 12-Plx-029 Remission of Fees and Charges Policy [**19.5.1** - 4 pages]

19.6. Policy Project - Policy Redundancy Approvals

FILE NO: SF8039

AUTHOR: Hayley Inglis (Senior Governance Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the withdrawal of superseded and redundant policies identified through the Policy Project and business unit reviews.

RELEVANT LEGISLATION:

Local Government Act 1993
Disability Discrimination Act 1992
Disability Access to Premises - Buildings Standards 2010
Building Act 2000
Building Regulations 2004,
National Construction Code
Environmental Management & Pollution Control Act 1994
National Environmental Protection Measure (Ambient Air Quality) 1998
Public Health Act 1997
Boundary Fences Act 1908
Land Use Planning and Approvals Act 1993
Land Use Planning and Approvals Regulations 1994
Lands Titles Act 1979
Workplace Health & Safety Act 1995
Workplace Health & Safety Act Regulations 1998

RECOMMENDATION:

That Council:

1. approves the redundnacy of the policies listed in the table below:

Policy Name	Doc Set ID
04-Pl-003 Volunteers Recognition Policy	185487
04-Plx-001 Access Policy	193086
04-Pl-006 Youth Engagement Policy	2106859
05-Pl-013 Conferences Conventions and Championships Incentives Policy	1460253
07-Pl-006-Museum Research Committee Policy	3048539
07-Pl-009 Arts and Cultural Development Policy	2106859
07-Plx-012 QVMAG Sponsorship Policy	2974636
10-Pl-005 Zoning of the City for Air Quality Improvement Purposes Policy	827677
10-Plx-001 - No Smoking Policy - Community	3130150

14-PI-002 Title of Elected Representatives Policy	1363179
14-PI-012 Strategic Planning and Policy Committee Policy	277843
18-PI-002 Application of Restrictive Covenants Policy	672149
18-PI-005 Fencing Requirements - Multiple Dwelling Policy	528778
18-PI-006 Neighbourhood Notification of Discretionary Development and Section 43(a) Applications Policy	528804
18-PI-007 Notification of Proposed Recommendation to Council Policy	4980268
18-PI-013 Engaging Representation on RMPAT and Commission Matters	1049227
26-PI-007 Council Halls and Venues Management Policy	730937
26-PI-004 Playground Infrastructure Policy	516241
30-Plx-007 Accelerated Capital Works Program Policy	4276139

REPORT:

Background
The Governance team commenced the Policy Project to modernise and improve City of Launceston's policy framework through the review, consolidation and rationalisation of existing policies and supporting documents.

As part of this work, policy owners and relevant business units have reviewed overdue policies within their areas of responsibility to determine whether they remain required, have been superseded, or are more appropriately managed through alternative governance or operational arrangements.

This review identified a number of policies that are no longer required and can now be formally withdrawn.

Proposed Policy Redundancies
The policies proposed for withdrawal are detailed in Attachment 1 - Policy Redundancy - Council Meeting 24 November. This document shares a brief explanation of the policy purpose when it was introduced as well as a short descriptor to explain the reason for the suggested redundancy. Full Policy Documents are available in Attachment 2.

The recommended withdrawals arise for a range of reasons, including:

- incorporation into replacement policies;
- consolidation into broader governance frameworks;
- legislative change;
- transfer of requirements into procedures, guidelines or operational processes;
- removal of committees, authorities or programs to which a policy relates; and
- completion or expiry of time-limited initiatives.

Formal withdrawal of these policies will improve the usability and effectiveness of Council's policy framework by reducing duplication and ensuring only current and relevant policy documents remain active. Note that this is the first of a number of these redundancy rounds that will be coming to Council as part of the Policy Project.

Consultation
Relevant policy owners and business units were consulted regarding the proposed withdrawals and support the recommendations contained in Attachment 1.

The policies proposed for withdrawal have been presented together in a single report as they relate to the common objective of maintaining a contemporary and effective policy framework. This approach reduces administrative burden while ensuring the basis for each recommendation is clearly documented in Attachment 1.

RISK IMPLICATIONS:

Failure to remove superseded policies may create confusion regarding Council requirements, responsibilities and decision-making processes.

The proposed withdrawals reduce the risk of duplicate, inconsistent or outdated policy requirements remaining in circulation.

Risk has been mitigated through review by the relevant business areas and confirmation that replacement arrangements are in place where required.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report. The proposal relates to governance and document management improvements only.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

No direct financial implications are associated with this report. Internal subject matter experts conducted the policy reviews, and Council's leadership team has approved them where applicable. Implementation will occur through existing governance and administrative processes.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Policy for Redundancy - Council Meeting 24 November [**19.6.1** - 3 pages]
2. Full Policy Documents [**19.6.2** - 57 pages]

19.7. Waiver of Parking Fees - Off Street and Multi-Storey

FILE NO: SF0537

AUTHOR: Natasha Tempest (Senior Leader Health and Regulations)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the time-related provision of free parking in Council-managed parking facilities during the 2026 festive season to support community participation and city centre activation, and support the community as a cost-of-living measure. This report is presented alongside the cost-of-living Launceston Aquatic Centre- Reduction in Casual Swimming Fees report.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) - *Division 7 – Fees and charges Section 207. Remission of fees and charges*

RECOMMENDATION:

That Council:

1. pursuant to section 207 of the *Local Government Act 1993 (Tas)*, approves a time-limited waiver of adopted 2026/2027 Central Business District car parking fees for Council-managed multi-storey and off-street car parks on weekends, effective from:
    - Saturday 28 – Sunday 29 November 2026 inclusive
    - Saturday 5 – Sunday 6 December 2026 inclusive
    - Saturday 12 – Sunday 13 December 2026 inclusive
    - Saturday 19 – Sunday 20 December 2026 inclusive
    - Saturday 26 – Monday 28 December 2026 inclusive

2. notes the estimated revenue forgone is $84,000 (GST exclusive), based on the corresponding revenue for the past two years over this period; and

3. Endorses this temporary initiative to support community participation, city centre activation during the festive season and offer cost of living relief.

REPORT:

The Christmas and New Year period presents an opportunity for Council to support community participation, celebrate the festive season and contribute to a welcoming and vibrant city centre alongside offering cost of living relief.

With a range of festive activities and events planned, including the lighting of the Christmas tree and Christmas Parade, Council has an opportunity to consider a temporary

free parking initiative to complement the broader festive program and enhance the experience of residents and visitors, support local businesses and retailers and offer.

Providing free parking within the Central Business District in off-street and multi-storey Council owned car parks for a defined period, from the lighting of the Christmas tree on Saturday 28 November 2026 through to Boxing Day public holiday on 28 December 2026, would provide a simple and visible gesture of goodwill to the community, while supporting access to festive activities, local businesses, hospitality venues and other city centre attractions.

The Central Business District car parks included in the proposed fee waiver are listed below;

Multi-Storey:

- CH Smith
- Elizabeth Street
- Paterson Street West
- Paterson Street East

Off-Street

- Bathurst Street
- Cimetière-Camerson Street
- York Street West

Permit and private bays within these car parks will remain allocated to their prescribed users, and penalties for parking in these bays without authorisation will continue to apply as normal.

All other car parks and on-street parking spaces will continue to operate as normal, with fees charged in accordance with the adopted Council Fees and Charges 2026/2027.

The initiative would also provide an opportunity to promote Council's off-street parking facilities, encourage visitors to explore the city centre and support a welcoming and accessible environment during this period. The initiative supports Council's intent to encourage greater utilisation of off-street parking facilities, rather than reliance on on-street parking. Directing visitors towards multi-storey and off-street car parks helps preserve on-street spaces for short-stay, high-turnover use, supports convenient access to city centre businesses, and builds community awareness of the capacity and availability of Council's off-street parking network beyond the festive period.

As a temporary, seasonal initiative, the proposal would complement Council's broader city centre activation objectives without altering its longer-term approach to sustainable transport and parking management.

The provision of free parking on weekends and public holidays in Council-managed multi-storey and off-street car parks, within the CBD, is recommended as a balanced approach that supports festive season visitation while maintaining effective parking management and limiting the financial impact on Council.

Weekends and public holidays are considered the most appropriate periods for the initiative, aligning with opportunities for community participation, recreational visitation and festive activities. Limiting free parking to these periods also reduces the potential impact on Council's parking revenue and maintains existing parking arrangements during the working week, when demand from city centre employees and other regular users is generally higher.

Multi-storey and off-street car parks are recommended as they provide designated parking facilities capable of accommodating longer visits to the city centre. Encouraging their use supports access to festive activities while retaining existing on-street parking arrangements, which play an important role in facilitating convenient short-stay access and parking turnover.

This approach also provides an opportunity to increase community awareness and utilisation of Council's existing parking infrastructure, without creating additional demand for high-turnover on-street spaces.

This would be a time-limited offering, effective on the following dates:

- Saturday 28 – Sunday 29 November 2026 inclusive – Coincides with the Christmas Parade, Lighting of the Tree (both Saturday 28 November 2026) and World Street Eats (Sunday 29 November 2026)
- Saturday 5 – Sunday 6 December 2026 inclusive
- Saturday 12 – Sunday 13 December 2026 inclusive
- Saturday 19 – Sunday 20 December 2026 inclusive – Coincides with Carols in the Park (Saturday 19 December 2027)
- Saturday 26 – Monday 28 December 2026 inclusive – Boxing Day Sales commence

The recommended option provides a targeted, time-limited community benefit that complements Council's festive season activities while remaining consistent with its broader parking management and sustainable transport objectives.

Rising household costs continue to affect families across the municipality. Summer school holidays add further pressure. Independent research confirms the pressure on local families. Anglicare Tasmania's *Stretched Too Far* report, launched in Launceston in October 2024, found the cost-of-living crisis has pushed many low-income Tasmanian families into deeper disadvantage, with even dual income and mortgaged households finding it increasingly difficult to cover the essentials. More recently, the ACOSS and UNSW Poverty in Australia report estimated that 81,500 Tasmanians are living in poverty, around one in seven people.

The recommended option is estimated to result in approximately $84,000 in foregone parking revenue, based on revenue collected during the equivalent period in 2025. Actual revenue impacts may vary depending on parking demand and usage during the initiative.

Section 207 of the *Local Government Act 1993* (Tas) provides that Council may remit all or part of any fee or charge paid or payable under Division 7 of the Act.

The proposed temporary remission of parking fees is presented for Council's consideration under this provision.

CONSULTATION:

Launceston Central and Launceston Chamber of Commerce were consulted on this proposal and indicated their strong support, noting that such initiaves would support businesses and retailers in the CBD, offer cost of living relief to families and activate the CBD.

RISK IMPLICATIONS:

Parking displacement: Restricting free parking to selected facilities may shift demand towards these locations, potentially resulting in localised congestion and reduced parking availability.

Reduced parking turnover: Free parking may encourage vehicles to occupy spaces for extended periods, reducing availability for short-stay visitors and limiting access to city centre businesses and activities.

Initiative intended audience: Free all-day parking may encourage city centre employees to occupy spaces for extended periods, reducing availability for visitors attending festive events, shopping and other city centre activities, potentially undermining the intended benefits of the initiative.

Customer confusion and operational disruption: Changes to parking arrangements may create confusion regarding participating facilities, applicable dates and restrictions, resulting in increased customer enquiries and operational challenges.

Community expectations: The initiative may create expectations for ongoing free parking or similar concessions in future years, potentially influencing community perceptions of future parking decisions.

Strategic alignment: The provision of free parking may be perceived as inconsistent with Council's longer-term sustainable transport and parking management objectives.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Economic: The initiative may not achieve the intended city centre activation outcomes and could reduce parking turnover in high-demand locations, potentially affecting access to local businesses.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 1 - Prosperity	
Goal 1.1 Launceston is a premier visitor destination, celebrated for its natural beauty, creative and historic city centre, welcoming community, and rich food culture.	
Objective 1.1(b)	Enhance Launceston's reputation nationally and internationally as a leading host city for events and festivals, while leveraging our history and natural beauty to encourage extended and expanded stays.

Strategic Pillar 3 - People	
Goal 3.3 As northern Tasmania's cultural and commercial centre, Launceston's historic city heart is buzzing with activity throughout the day and into the night.	
Objective 3.3(b)	Implement bold initiatives that increase nighttime activity, optimise dwell time, maximise appeal to locals and visitors, and add to the City's vibrancy and safety.

BUDGET AND FINANCIAL IMPLICATIONS:

The recommended option, free parking on weekends and public holidays in CBD multi-storey and off-street car parks, is estimated to forgo approximately $84,000 in revenue, less than a quarter of the $388,000 estimated for free daily parking in the same facilities.

The options modelled vary considerably in financial impact. Based on revenue collected during the equivalent period in 2025, free parking on weekends and public holidays between 28 November and 28 December would forgo an estimated $34,000 (off-street car parks only) to $136,000 (all Council-managed parking, including on-street), with multi-storey car parks only at $50,000.

These estimates are indicative and are based on historical revenue. They are subject to variation in parking demand, 2026/2027 parking fees and the final dates of implementation.

The financial implications of each option will need to be considered against Council's adopted budget and the intended community benefits of the initiative. The recommended option delivers a targeted community benefit while limiting the financial impact on Council.

Estimated revenue impacts: weekend and public holidays only free parking 28 November – 28 December inclusive

Parking option	Estimated foregone revenue (rounded)*
All Council-managed parking	$136,000
Multi-storey car parks only	$50,000
Off-street car parks only	$34,000
Multi-storey and off-street car parks	$84,000 **Recommended option**

*Based on the historical figures supplied for 28 November to 28 December 2025. These are indicative gross revenue impacts, not confirmed forecasts for the proposed festive period.

Estimated revenue impacts: free daily parking 28 November – 28 December inclusive

Parking option	Estimated foregone revenue (rounded)*
All Council-managed parking	$740,000
Multi-storey car parks only	$223,00
Off-street car parks only	$165,000
Multi-storey and off-street car parks	$388,000

*Based on the historical figures supplied for 28 November to 28 December 2025. These are indicative gross revenue impacts, not confirmed forecasts for the proposed festive period.

A report will be prepared for Council to evaluate and report on this initiative in 2027.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

19.8. Budget Amendment October 2026

FILE NO: SF7769/SF7514

AUTHOR: Allison Saunders (Team Leader Accounting)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

For Council to:

1. consider changes to the Council's 2026/2027 Statutory Estimates.

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

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993* (Tas) and by an absolute majority, approves the following changes to the 2026/2027 Statutory Estimates:
   (a) Revenue
      i. the net increase in revenue from external grants and contributions of $136,237.
   (b) Capital Works Expenditure
      i. the net increase in expenditure from external funds of $136,237.

2. notes that amendments from Recommendation 1. result in:
   (a) no change to the operating deficit at $2,832,034 (including capital grants of $15,905,888) for 2026/2027.
   (b) the capital budget being increased to $66,218,008 for 2026/2027.

REPORT:

1. Budget Amendments

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

The table below summarises all budget changes to date and includes reconciliations of the budgeted operating result and capital expenditure.

	Operations $'000	Capital $'000
Statutory Budget as 01/07/2026	10,571	66,780
Adjustments Approved by Council to 30/9/2026	2,367	(698)
Balance Previously Advised as at 30/9/2026	12,938	66,082
Amendments		
Additional Council Funds	0	0
Capital to Operations	0	0
Operations to Capital	0	0
Operations	0	0
External Funds	136	136
External Funds Not Received	0	0
Statutory Budget as at 31/10/2026	**13,074**	**66,218**
Deduct Capital Grants and Contributions	(15,906)	
Underlying Operating Budget Surplus/(Deficit)	**(2,832)**	

Details of the new budget amendments recommended are as follows:

1(a) The following items have been affected by external funding changes and affect both the Capital and Operations budgets:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL10.0.1067.1000.12733	Parks & Gardens State Capital Grants	$0	$39,237	$0	-$39,237
CP24905	Mowbray Shopping Precinct Pilot Project	$0	$0	$39,237	$39,237
	TOTALS	**$0**	**$39,237**	**$39,237**	**$0**

The project scope of works:

External grant funds have been allocated to Council by Building Tasmania under the Urban Greening Grants Program to retrofit a highly exposed section of the Mowbray Shopping Precinct. The works will include replacing excess pavement with new garden beds, planting climate-resilient canopy trees and increasing shade near a busy bus stop. This will improve canopy cover, pedestrian comfort, biodiversity and climate resilience in a high-priority urban area.

1(b) The following items have been affected by external funding changes and affect both the Capital and Operations budgets:

Project Number	Project Description	Current Approved Amount	Transfer From	Transfer To	New Budget
GL 10.0.1062.1000.12746	Federal Funds - Halls	$0	$97,000		-$97,000
CP24798	Increase Safety and Reduce Crime in Ravenswood	$0		$97,000	$97,000
	TOTALS	**$0**	**$97,000**	**$97,000**	**$0**

The project scope of works:

Funding provided under the Major and Local Community Infrastructure program will be used to fully fund new project CP24798. This project will improve the social and economic viability of the local community through upgrades to security infrastructure at the Men's and Community Shed (MACS), 341 Vermont Road, Ravenswood TAS 7250, and Starting Point Neighbourhood House, 6 Prossers Forrest Road, Ravenswood TAS 7250.

External Funding	Operations	Capital
Mowbray Shopping Precinct Pilot Project	($39,237)	$39,237
Increase Safety and Reduce Crime in Ravenswood	($97,000)	$97,000
TOTAL	**($136,237)**	**$136,237**

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL ASPECTS:

As per the report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

19.9. Monthly Financial Performance Report - October 2026

FILE NO: SF7694

AUTHOR: Allison Saunders (Team Leader Accounting)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider September 2026 Capital and Operational financial reports against budget.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. notes the Monthly Financial Performance Report outlining both Capital and Operational results to the period ending 30 September 2026.

REPORT:

The Monthly Financial Report for October 2026 is provided as Attachment 1.

The report contains a summary of both operational and capital expenditure, as well as detailed variance analysis.

As at 31 October 2026, Council recorded an operating deficit of $93k compared with a budgeted deficit of $1.92m, representing a favourable variance of $1.83m. Excluding capital grants and loss on disposal of fixed assets, the underlying operating deficit was $1.08m compared with a budgeted deficit of $1.99m, resulting in a favourable variance of $908k.

Total revenue was $163k favourable to budget. However, excluding capital grant revenue, timing differences associated with operational grant funding and the State Government Landfill Levy, where lower revenue is largely offset by a corresponding reduction in expenditure, the underlying revenue result was $709k unfavourable to budget, driven by lower user fees and charges, statutory fees and charges and investment revenue, partially offset by higher interest revenue.

Operating expenditure was $1.66m favourable to budget, primarily driven by Materials and Services expenditure being $1.05m below budget due to the timing of projects, maintenance and seasonal works. Spending is expected to align more closely with budget as these activities progress over the coming months.

Total capital expenditure budget for 2026/2027 is made up of carried forward budget funds of $45.50m, Current Year Council Funds of $50.31m and External Funding of $15.90m for a total budget of $111.71m.

The Council currently has a total of 122 capital projects with 43 (35.25%) not started, 11 (9.02%) at the preliminary design stage, 63 (51.64%) in progress and 5 (4.10%) practically completed.

RISK IMPLICATIONS:

Council operates within a constrained financial environment with an approved deficit operating budget for 2026/2027.

Ensuring that Councilors and the public are provided with timely monthly information regarding Council's financial performance on a regular basis is critical to transparency and informed decision making.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

As per the report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Monthly Financial Performance Report Period 4 - October 2026 [**19.9.1** - 8 pages]

20. STRATEGY AND INNOVATION

20.1. Quarterly Report - Strategy & Innovation (July - September 2026)

FILE NO: SF7738

AUTHOR: Debbie Pickett (Executive Assistant - Strategy and Innovation)

APPROVER: Rosanna Coombes (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

This report provides a general update on the Service Delivery, operational and continuous improvement activities and responsibilities within the Strategy and Innovation (S&I) Team for 1 July 2026 to 30 September 2026.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas).

RECOMMENDATION:

That Council:

1. receives the report noting the Service Delivery, operational and continuous improvement activities of the Strategy and Innovation Team for the period of 1 July 2026 to 30 September 2026.

REPORT:

The Strategy & Innovation Quarterly Report for 1 July 2026 to 30 September 2026 is provided below.

EXECUTIVE LEADER REPORT
During the period 1 July 2026 to 4 September 2026, the Executive Leader Strategy & Innovation, Jane Lewis, attended the following meetings with external and internal stakeholders:
Emergency Management Meetings: - Off-site Northern Municipality Emergency Management Group Meetings x 3 - Tas Police & City of Launceston Evacuation Centre Discussion Exercise - Webinar Avian Influenza (Bird Flu) Update for Tasmanian Councils - TasPolice Exercise Meeting - Preparation for the TasPol Exercise in August - WebEOC Training - Launceston Flood Recovery Planning Project - Recovery Challenges, Capability and Lessons Learnt Workshop
Tamar Estuary Management Taskforce (TEMT) Meetings: - TEMT Wetlands Waste Management Project Plan - TEMT Wetland Restoration & Revegetation Meeting - TEMT Masterplan Project Meeting

City of Launceston:
- Shaping Futures Together: Four-Year Delivery Plan & Annual Plan Business Launch
- CoL Emerging Leaders Graduation and Morning Tea
- Child and Youth Safety Workshop for Executive & Senior Leaders
- City of Launceston Management Challenge
- City Heart Place Plan Biz and Bubbles Event
- Executive & Senior Leadership Team Off-Site Workshop
- City Heart Portfolio Steering Group

Other External Meetings / Events:
- Tamar Yacht Club - On-Site meeting with Tamar Estuary Management Taskforce Group and another meeting with internal stakeholders to discuss Yacht Club Lease
- Recovery Partners Network Meeting
- On-Site meeting with Minister Roger Jaensch
- Tamar Valley Leaders Launch of Digital Pulse by Hon Felix Ellis MP
- OzHarvest (Launceston Collective Food Hub) - Meeting with State Manager
- Cushman & Wakefield (Boags)
- Australian Institute of Company Directors - Assessments and Examinations

During the period 7 September 2026 to 30 September 2026, the Executive Leader Strategy & Innovation, Rosanna Coombes, attended the following meetings with external and internal stakeholders:

Tamar Estuary Management Taskforce (TEMT) Meetings:
- TEMT Wetlands Waste Management Project Plan
- TEMT Wetland Restoration & Revegetation Meeting
- TEMT Masterplan Project Meeting
- TEMT Briefing Catch-Up Meeting

Other External Meetings:
- Tamar Valley Leaders Launch of Digital Pulse by the Hon Felix Ellis, MP
- Premier of Tasmania and Minister Felix Ellis, MP Event at Macquarie House
- Out of Session Meeting with Executive Leadership Team to review Integrated Planning & Resourcing Framework (IPRF)
- NRM North Annual General Meeting

City of Launceston:
- Asset Management Steering Committee
- Project Keystone Reference Group Meeting
- City Heart Portfolio Steering Group
- Strategic Land and Property Review Meeting

PROSPERITY AND INNOVATION (P&I)	
Prosperity and Investment	
Grants Policy	City of Launceston Incoming Grants Management Policy was adopted by Council on 20 August 2026 following a period of consultation that included a Councillor Workshop presentation on 30 July. The policy provides a consistent, transparent, and strategic framework for the identification and management of incoming grant funding.
Economic Diversification and Investment Strategy (EDIS) submission	P&I led an organisation wide response to the State Government's new EDIS proposal. Council broadly supports the Strategy and aligns with the City of Launceston Strategic Plan 2025–2035. The CoL response indicates that success depends on delivery: clear actions, funding, and governance mechanisms.
International Relationships Project	The project is progressing well and on track for completion, with the draft report being finalised in Q1 before further consultation.
Economic Development Framework	Initial review is complete and research commenced into different models which supports our existing strategies.
Night-Time Economy Report	Launceston participated in the national study assessing the Night-Time economy in cities across Australia. Launceston showed significant growth in sales turnover, and in increase in establishments.
Shaping Futures Together Event	In partnership with the Launceston Chamber of Commerce, the first Shaping Futures Together event was held on 26 August 2026. The event was a great success, where 60 plus attendees heard from Council on the current economic outlook, our annual plan and an opportunity to engage directly with council leaders.
Data Review	P&I reviewed all contracted external data sources to ensure best inputs were available. The findings that have been implemented will ensure CoL has access to the necessary data inputs for sound decision making.
Memberships & Partnership Contract Management	The prosperity and investment team manage the following external relationships on behalf of CoL: • Launceston Chamber of Commerce - Negotiated 12-month platinum+ membership and deliverables. • Northern Tasmanian Development Corporation (NTDC) Year 1 of 3. NTDC Strategy developed, and regular meetings with the organisation to progress initiatives. • Launceston Central – in Year 2 of the funding partnership. Working closely with the organisation on several initiatives relating to business support, City Heart and events. • BBAMZ - Renewed 12-month membership and supported advocacy for Bell Bay Aluminium.

Insights Requests	The team coordinated various requests and submissions that included responses to draft policies, requests for information, and input into federal codes and enquiries.
Tasmanian Government Northern Tasmania Economic Plan	The Tasmanian Government released the Northern Tasmania Economic Plan in September 2026, and the team is working with the State Government to progress aligned initiatives.

Sustainability and Innovation	
Big Plant Clean up	**Waste Management:** The project is on track. The first clean-up to check the health of the 8,000 native trees planted in 2022 as a visual amenity screen at the Launceston Waste Centre has been completed at two of the four sites, with 47% of the 661 plants assessed alive and healthy. A second clean-up for sites 3 and 4 and the remaining areas of sites 1 and 2 is planned for early 2027 to enable a complete assessment.
Policy Updates	**Waste Management:** Stakeholder engagement has been completed, and updated policies have been drafted for ELT/SLT. The policies include 12-Plx-014 (Concessional Entry), 33-Plx-005 (Kerbside Collection), 33-Plx-006 (Single Use Plastics) and AI.
CPD project bids	**Waste Management:** In Progress. 27/28 Projects are in CPD now just getting the business cases done so we can submit for evaluation.
Landfill Cell Design	**Waste Management:** Draft design documents received, currently out for comment.
Annual Levy Return	**Waste Management:** In accordance with landfill levy legislative requirements an annual lean fill levy submission was completed.
Resource Hub Audit	**Waste Management:** Awaiting access to the I-weigh server; this is holding up the draft report following the site visit by Resource Hub to look at our efficiencies and better data capture at the waste centre
Irrigation Automation	**Innovation:** A trial of irrigation automation using real time weather data has been initiated covering 6 Council sites including playgrounds, sports fields, civic spaces and general public open spaces. Water usage, time savings, fault reporting and other aspects will be measured over a 12-month period to inform whether the technology should be expanded further.
UTAS Partnership - BinSight	**Innovation:** The BinSight project, developed by University of Tasmania students in partnership with the City of Launceston, has created a recycling contamination analytics platform. The platform shows waste data, dashboards, and community education tools to improve recycling outcomes. The project has recently received significant recognition through a UTAS Outstanding Project Award

	for Professionalism and Innovative Technology Solution, highlighting both the quality of the students' work and the potential for BinSight to be developed beyond a university project. Council played an enabling role through the project, providing mentoring, industry expertise and opportunities to demonstrate the solution to other councils and industry stakeholders, while supporting the student team as they explore the project's next stage and commercial potential.
Bin Level Senor Trial	**Innovation:** Council recently completed a 12-month trial of smart bin level sensors, with nine sensors installed across a range of public locations to test whether real-time fill data could improve waste collection efficiency. The trial found the technology was reliable, low cost and easy to deploy, the highest value was found at sites that found at remote and irregularly used locations where staff would otherwise need to physically inspect bins. The review identified approximately 70 hours of operational time savings during the trial, while also showing limited benefit at high-use sites like Riverbend Park and the CBD already requiring frequent servicing. The findings provide learnings to help understand the sites that could receive the greatest impact for future sensor deployments.
CH Smith EV Charger Installation	**Sustainability:** Progress continued on the alternative EV charger location at CH Smith to support the electrification of the City of Launceston's light vehicle fleet. Multidisciplinary design and feasibility assessments are progressing, with preliminary support for the alternative location received following a joint site inspection with the Tasmanian Fire Service and fire safety engineer. Current investigations are focused on sprinkler compliance, hydraulic and fire engineering requirements, and the emergency isolation strategy. The 30 April 2027 completion date remains current, although significant sprinkler remediation, if required, could affect project cost and timing.
Carbon Footprint Calculations and Report 2025/26	**Sustainability:** The City of Launceston's 2025/26 annual carbon footprint (i.e. corporate footprint) calculation is nearing completion, with preliminary results showing a continued decrease in overall emissions, largely attributable to lower landfill emissions. Development of the annual carbon footprint report is underway, with analysis focused on longer-term trends, year-on-year changes and the factors influencing Scope 1, 2 and 3 emissions. This analysis will provide an important evidence base for the next chapter of the TZEAP, supporting the prioritisation of actions where the greatest emissions reduction opportunities exist.
Applying climate adaptation lens over policies (as part of the Policy Review Program)	**Sustainability:** As part of the Policy Review Program, a climate adaptation lens is being applied to policies to strengthen climate resilience across decision-making and governance. This involves considering whether current and future climate conditions could affect policy

	outcomes or implementation, whether policies could increase or reduce vulnerability across services, assets, the community and natural systems, and whether relevant climate risks and dependencies are adequately addressed. The approach also considers whether policies provide sufficient flexibility and clear responsibilities to respond as conditions change, helping to progressively embed climate adaptation into business-as-usual policy and decision-making.

CORPORATE PLANNING AND STRATEGY	
Non-Annual Plan Project Status	
Develop Integrated Planning and Reporting Framework	**Corporate Planning & Performance:** Maturity assessment completed by consultant with recommendations presented to the Executive Leadership Team for consideration and direction. Planning is now underway for implementation and framework development.
End of Term Report 2022-2024	**Corporate Planning & Performance:** The report highlights key achievements during the Councillors' term and is scheduled to be presented to Council for adoption at its meeting on 29 October and shared with incoming Councillors as part of their induction.
Performance Organisational Reporting (POR)	**Corporate Planning & Performance:** Planned and commencing implementation. The project will establish a framework for strengthening how Council measures and reports against its organisational performance to support Council's Integrated Planning and Reporting Framework.
Organisational Culture Survey	**Organisational Development:** Project preparation and governance are complete. Survey questions are being designed and reporting structures prepared to enable organisational and individual leader action planning. A workshop with the Senior Leadership Team is being scheduled to define our preferred culture. The survey will be delivered in the second half of the 2026/27 financial year.
Capability Framework	**Organisational Development:** Project preparation and governance were completed, with the design phase commencing. Key activities included executive interviews, establishment of an advisory group, and benchmarking of internal and external capability frameworks.

City Heart On-Street Event Space	**Project Management Office:** Internal and external key stakeholder engagement was completed. Key activities included a letter drop and in-person engagement with community members, Council Officers, Building Tasmania, event organisers and Councillors.
Urban Design Guide Review	**Project Management Office:** On hold. Review paused during the quarter pending internal alignment on the preferred City Heart seating approach. This project will be recommenced in Q3.
City Heart Place Plan Measurement Framework	**Project Management Office:** Framework development commenced, with key data sources identified and collection of 2023–2026 data underway. Status for Q1 is orange, reflecting slower-than-planned progress during the period. The project will be brought back on track by end Q2.

Corporate Planning and Performance	
2026/27 Annual Plan Quarter 1 Progress Report	Report has been completed and will be submitted to Councillors at the ordinary council meeting on 24 November 2026.
2027/28 drafting cycle for the next Four-Year Delivery Plan, and Annual Plan and Budget	The integrated planning calendar for the Integrated Planning and Reporting Framework document suite has been coordinated by the Team in collaboration with all process owners. The drafting cycle for the next Four-Year Delivery Plan and Annual Plan is being mapped out and will commence in October 2026.

Project Management Office	
'Soft-launch' of the PMO	Collateral delivered included a presentation introducing the PMO, a page on the corporate website and three standard project management templates suitable for use across the organisation. The PMO delivered 8 x 1.5 hour drop-in sessions and five presentations to teams/functions, reaching approximately 80 staff members, and PMO team members met individually with officers to provide project planning assistance on five major projects.
Project Ignite support – Project Lifecycle Management (PLM) Module	PMO team members provided input for configuration and participated in Key User Training for PLM.

Organisational Development	
Annual Employee Performance Development Discussions	The 2026 program concluded on 31 October, with 598 of 629 discussions completed (95%), supporting employees to reflect on performance, development and future goals.
Learning and Development	New training has been developed on Alcohol and Other Drugs and Child and Youth Safety. Executive and Senior Leadership development program focused on alignment and building confidence to work more effectively with complexity, interdependence and change.
Organisational Values	Through the Values Recognition Program, 96 employees were recognised for demonstrating our values through their actions and behaviours.

PROPERTY AND ASSET STRATEGY	
Non-Annual Plan Project Status	
Strategic land and property review	**Property:** Review has commenced with the initial data building exercise completed; the next phse will include analysis of assets against the strategic priorities of Council resulting in a plan that identies which assets should be kept, improved, repurposed or disposed of.
Strategic Asset Management Plan	**Asset Strategy:** Progressing to timelines, stakeholder engagement and information gathering underway.

Property	
Invermay Bowls Club	Lease completed and executed
Metro Tasmania	Licence completed and executed
East Tamar Men's Shed	Licence completed and executed
RSL Band	Licence completed and executed
Mowbray Cricket Club	Lease completed and executed
Strike it Out	Licence completed and executed
Ravenswood Over 50	Lease has been issued and further negotiations are proceeding
Lilydale Pony Club	Lease has been issued and waiting the return of the signed copy

UTAS Chopping Arena	Lease has been issued and waiting the return of the signed copy
Tamar River Cruise	Lease has been issued and waiting the return of the signed copy
Blacksmith Shop QVMAG	Progressing the completion of the lease
QVMAG Cafe	Expression of Interest will be commencing in Q2 and concluding in January 2027 for an operator of the cafe space at QVMAG
29 property inspections have been completed by the team, along with engagement with various organisations for the preparation of new agreements in the new year. Statutory requirements for a new lease with the National Automobile Museum have commenced and the sales contract for 1 Connaught Crescent to RSL Tasmania is due to settle on 5 November. A full audit review of the lease and licence database has commenced with the aim of identifying gaps and improving record accuracy.	

Asset Strategy	
Policy Reviews	Asset Management Policy and Disposal of Council Assets Policy reviewed and uploaded for sign-off.
Project Ignite	Data migration preparation has commenced, primarily with Digital Futures team for next steps.
Road Assets Renewal Forecasts	Report received from contractor including 25-year projected maintenance program and 5-year indicative works program. Information under review.
Capital Budget Development	Underway, monitoring capital projects submitted to CPD. Deadline 30 November.
TechOne Training and Support	Team continue to support colleagues with training and use of TechOne for asset management.
Additional Operational Activities	3,296 operational work orders 62 capital work orders 562 assets created 347 assets modified

GIS	
GIS Service Operational Support	Continued delivery of day-to-day GIS services to Staff across council, supporting approximately 159 regular internal GIS users and managing around 430 spatial data layers. Processed 178 GIS Service Desk requests from staff across council for the quarter. This includes creating new dashboards, maps, field data collection tools, data management and 3D visualisation. Issuing new addresses, property records and processing 373 infrastructure related Section 337 certificate questions.

Service/Operational Activity	New Nearmap high-resolution aerial imagery of the city was made available to staff to support operational mapping, analysis and decision-making across Council. New historical aerial orthophotos of the city were created from historical Land Tas analogue imagery. This new imagery is now available publicly via LISTmap Historical Imagery Years 1946, 1957, 1966, 1974, 1977, 1985, 1994, 2006.
Underground Infrastructure protection	Delivered 1,427 Before You Dig Australia (BYDA) responses, protecting council underground infrastructure, generated from user enquiries.

RAG STATUS:

Red	More than 30% over schedule; or Critical technical issues(s) outstanding with no resolution identified; or Project has critical risk issues that will impact completion date, budget and/or project quality
Amber	15% - 30% over schedule; or Technical issues outstanding and being resolved or non-critical technical issues outstanding with no resolution identified; or Project has risk issues that could impact completion date, budget and/or project quality
Green	Up to 15% over schedule; or No technical issues outstanding; or Project is travelling well with risks managed

ANNUAL PLAN ACTION ITEMS:

For an update on the 21 Annual Plan Action Items being delivered by the Strategy and Innovation Team, please refer to the Annual Plan Quarterly Progress Report.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.2. City of Launceston Annual Plan 2026/2027 Quarter 1 Progress Report

FILE NO: SF7152

AUTHOR: Hope Anderson (Corporate Planning Officer)

APPROVER: Rosanna Coombes (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

To consider the progress against council's 2026/2027 Annual Plan Actions for the quarter one period from 1 July 2026 through to 30 September 2026.

RELEVANT LEGISLATION:

The *Local Government Act 1993* (Tas), Part 7, Division 2.

PREVIOUS COUNCIL CONSIDERATION:

Council - 18/06/2026 - 5.1 - City of Launceston Four-Year Delivery Plan 2026/27 - 2029/30 and Annual Plan 2026/27

RECOMMENDATION:

That Council:

1. receives and notes the progress against the 2026/2027 Annual Plan Actions for the quarter 1 period: 1 July 2026 to 30 September 2026 (ECM Document Set ID 5435570).

REPORT:

Progress against the 2026/2027 Annual Plan Actions for the first quarter of the financial year, covering the period from 1 July through to 30 September 2026, is provided in the attached report.

The following table shows an overview of the status of the 62 Actions at the end of the quarter.

For full details on the status of each Action and the supporting exception report comments for any Action not on schedule, Councillors should refer to the attached progress report.

Status Overview:

The table below provides a summary of the detailed progress report showing the number of Actions in each status at the end of the quarter:

Status		Number of Strategic Action Items	Number of Key Service Action Items	Total combined
✓	On Schedule	40	10	**50**
⚠	Behind Schedule	8	4	**12**
⏸	On Hold	0	0	0
✓	Complete	0	0	0
●	Deferred	0	0	0
✗	Cancelled	0	0	0

For the 12 Actions that are Behind Schedule (S5, S6, S18, S20, S22, S29, S30, S46, K2, K4, K5 and K11) exception reports have been provided to explain the issue, impact, response and mitigation for Councillors on pages 15-29 of the attached report.

RISK IMPLICATIONS:

Primary Impact Category	*Explanation of Risk*
Loss of trust / confidence or morale (public and employees) including reputational risk	*Status of Action Items may result in questions or loss of trust from Councillors and/or community members.*
Organisational objective or outcomes	*Failure to deliver Annual Plan Actions, which contribute to overall delivery of Strategic Plan.*
Strategic Objectives	*Failure to deliver Annual Plan Actions, which contribute to overall delivery of Strategic Plan.*

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. ECM 5435570 Annual Plan 2026 27 Quarter 1 Progress Report [**20.2.1** - 32 pages]

20.3. Northern Tasmania Development Corporation (NTDC) Quarterly Report - (July to September 2026), Annual Report and 2026-2029 Strategy

FILE NO: SF0793

AUTHOR: Henry Williams (Team Leader Prosperity and Investment)

APPROVER: Sam Johnson (Chief Executive Officer)

DECISION STATEMENT:

To receive and note the Northern Tasmania Development Corporation Ltd (NTDC)'s Quarter 1 Progress Report for the financial year 2026/2027, the Annual Report for 2025/2026 and NTDC Strategy 2026-2029.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting – 15 October 2026 – Agenda Item 20.1 - Northern Tasmania Development Corporation (NTDC) Quarter 4 2026 Progress Report – FY2025/2026
Council Meeting – 19 March 2026 – Agenda Item 20.1 - Northern Tasmania Development Corporation (NTDC) Membership

RECOMMENDATION:

That Council:

1. notes the Northern Tasmania Development Corporation Ltd (NTDC) Report for Quarter 1, July to September 2026 (ECM Doct Set ID 5438175) for the financial year 2026/2027;

2. notes the Northern Tasmania Development Corporation Ltd (NTDC) Annual Report for 2025/2026; and

3. notes the Northern Tasmania Development Corporation Ltd (NTDC) Strategy 2026-2029.

REPORT:

Northern Tasmanian Development Corporation Ltd (NTDC) is the regional development body for Northern Tasmania, funded by seven northern Councils: City of Launceston, Dorset, Northern Midlands, Meander Valley, West Tamar, George Town and Break O'Day.

The Quarterly Report for Quarter 1, July to September 2026 provides a progress update on NTDC's activities across the six strategic priority areas.

The NTDC Annual Report 2025/26 provides a summary of performance across the 2025/26 fiscal year along with a financial report.

The NTDC Strategy 2026-2029 is endorsed by the NTDC Board and outlines a three-year framework to deliver on four strategic priorities. The strategy was shaped by a full-day session with the Mayors and General Managers Group (MRG) in June, then finalised through meetings with each member council, which confirmed the strategic direction and the number of priorities. CEOs or Executive Leaders and Mayors from all member councils took part, with the City of Launceston represented by former Councillor Alan Harris.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

NTDC is tasked with growing Northern Tasmanian prosperity through Economic Development, Regional Collaboration, Advocacy and Communications.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 1 - Prosperity	
Goal 1.2 Launceston's economy is resilient and sustainable, with significant growth in its gross regional product (GRP) through a diverse economic base supported by a skilled workforce, enabling business environment, and facilitation of investment opportunities.	
Objective 1.2(a)	Capitalise on our competitive advantages by focusing on key sectors including food and agricultural innovation, research & development, advanced manufacturing, healthcare and circular economy initiatives.
Objective 1.2(b)	Position Launceston as a business-friendly city that attracts & nurtures entrepreneurs, startups, and microbusinesses.

BUDGET AND FINANCIAL IMPLICATIONS:

The Members Agreement 2026-2029 committed the City of Launceston to an annual funding contribution to the Northern Tasmania Development Corporation Ltd (NTDC) to 30 June 2029.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. NTDC Quarterly Report - July to Sept 2026 [**20.3.1** - 9 pages]
2. NTDC Annual- Report-2025-26 [**20.3.2** - 40 pages]
3. NTDC Strategy 2026-2029 Endorsed 14.09.2026_ [**20.3.3** - 8 pages]

20.4. Efficiencies & Unbudgeted Costs Report Q1

FILE NO: SF7852

AUTHOR: Sarah McRobbie (Senior Leader Prosperity and Innovation)

APPROVER: Rosanna Coombes (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

To receive the Efficiencies & Unbudgeted Costs Report for the first quarter of the financial year 2026/27.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas).

RECOMMENDATION:

That Council:

1. receives the Efficiencies & Unbudgeted Costs Report for the first quarter of the financial year 2026/27.

REPORT:

This report has evolved from the Efficiency Dividend report into the Efficiencies and Unbudgeted Costs Report.

The report highlights savings, efficiencies and new ideas delivered across Council, and decisions that respond to emerging community needs that were not included in the original adopted annual budget. Reporting measures are in development and accordingly, some initiatives include early estimates with more detailed measures to follow in future quarters.

In Quarter 1, FY 2026/27, Council reported nine efficiency initiatives. No unbudgeted costs were incurred this quarter.

Quantified financial benefits:

- Rating Framework amendment: $64,751 net benefit transferred to the Council Reserve.
- In-house traffic management: anticipated net saving of $69,900 for quarter 1.
- Water data loggers: estimated quarter 1 savings, $2,011.

Organisation-wide capability in the effective, appropriate use of AI is increasing, with staff reporting time efficiencies.

Five initiatives are intended to deliver operational improvements, or cost avoidance, and are not yet fully quantified. Reporting measures will be developed in future quarters.

RISK IMPLICATIONS:

Low overall. This report is informational only.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

{custom-field-strat-plan-ref}

BUDGET AND FINANCIAL IMPLICATIONS:

As per the report provided.

Readers are directed to the Monthly Financial Performance Report presented to Council which provides a holistic view of the overall operational and capital budget performance year to date.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. City of Launceston Efficiencies & Unbudgeted Costs Report -Q1 202627 [**20.4.1** - 5 pages]

21. CHIEF EXECUTIVE OFFICER NETWORK

21.1. Quarterly Report - Office of the Chief Executive Officer (July - September 2026)

FILE NO: SF0008

AUTHOR: Lorraine Wyatt (Team Leader Executive Support)

APPROVER: Sam Johnson (Chief Executive Officer)

DECISION STATEMENT:

To consider Quarterly Report from the Office of the Chief Executive Officer (CEO) for the period 1 July 2026 to 30 September 2026.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. notes the Quarterly Report from the Office of the Chief Executive Officer (CEO) for the period 1 July 2026 to 30 September 2026.

REPORT:

To consider Council receives quarterly updates on matters that are for information noting and not requiring specific decisions. Any matters falling within this portfolio requiring a decision on policy, financial or strategic direction will be presented as recommendation reports on a Council agenda.

This report provides Council with updates on general matters within the Chief Executive Officer's (CEO) remit. If further information or clarification is required on any matters within the report, Councillor's are encouraged to contact the report author prior to the Council meeting.

Stakeholder Engagement - Enhancing Strategic Networks
Engagement with stakeholders, including residents, businesses, community groups, and partners, is undertaken constructively and in good faith, even where issues are complex or contentious. Refer below to Schedule of Engagements for a comprehensive list of engagement opportunities that were undertaken during the quarter.

6 Jul 2026	• Meeting with Janie Finlay MP
6 Jul 2026	• Weekly Meeting: Mayor and CEO
6 Jul 2026	• Attended Kings Warf Redevelopment Project Discussion

6 Jul 2026	• 1:1 Councillor Preece and CEO
7 Jul 2026	• Meeting: NDTC and CoL CEOs
7 Jul 2026	• Attended meeting with Rob Fairs MP
8 Jul 2026	• Attended Examiner Roundtable to discuss Boags site
9 Jul 2026	• Council Meeting
15 Jul 2026	• Northern Tasmania Economic Summit
16 Jul 2026	• Workshop
17 Jul 2026	• Attended Northern GM's/CEO Regional Meeting
20 Jul 2026	• Attended meeting with John Perry (Coordinator General)
20 Jul 2026	• Weekly Meeting: Mayor and CEO
20 Jul 2026	• Attended meeting with The Hon Kerry Vincent MLC
21 Jul 2026	• Attended meeting with Councillor Pentridge: 1:1 with CEO
21 Jul 2026	• Attended meeting with Councillor Walker: 1:1 with CEO
22 Jul 2026	• Attended meeting with Bailey Forbes (Examiner)
22 Jul 2026	• Attended Emerging Leaders Celebration
23 Jul 2026	• Attended CEO Performance Review - Feedback Session
27 July 2026	• Weekly Meeting: Mayor and CEO • Attended a tour of City Park Cottage
28 July 2026	• Facilitated: 'Do You Want to be a Councillor - Information Session'
29 July 2026	• Attended Citizenship Ceremony
30 July 2026	• Attended Council Workshop
3 August 2026	• Weekly Meeting: Mayor and CEO • Attended (with Mayor) meeting with Dorset Council Mayor & GM
5 to 8 August 2026	• Attended City Place Nation Mainstreet Conference
10 August 2026	• Attended meeting with NTDC CEO • Weekly Meeting: Mayor and CEO
11 August 2026	• Presented (CEO panellist) at The ALGIM (Association Local Government Information management) Learning Exchange
12 August 2026	• Attended meeting with CEO, Turf Club Tasmania • Attended meeting with Councillor Britton: 1:1 with CEO • Attended meeting - John Perry (Coordinator General) and Dennis Hendriks (Executive Director Special Projects and Chief Operating Officer) • Attended meeting: Deputy Mayor and CEO

13 August 2026	• Council Workshop
17 August 2026	• Weekly Meeting: Mayor and CEO
18 August 2026	• Attended Vietnam Veteran Day Service • Councillor Harris/CEO catchup
19 August 2026	• Attended meeting with Fletcher Seymour
20 August 2026	• Attended CEO Contract and Performance Review Committee Meeting
24 August 2026	• Attended the Regional Development Infrastructure and Transport Committee of the parliament of Australia Public Hearing in Launceston • Attended Audit Panel Meeting • Attended LDPA Rail Trail Forum (Mayor Office) • Attended (online) meeting with UTAS, City of Launceston and NTDC • Attended (with Mayor) meeting with Premier Rockliff and Director Charles Headlam
25 August 2026	• Attended Enterprize Board Meeting
26 August 2026	• Attended Shaping Futures Together: Four Year Delivery Plan Launch
27 August 2026	• Attended Leaders Breakfast • Council Workshop • Attended Regional Land Use Strategy hosted by the Hon Kerry Vincent MLC
28 August 2026	• Attended Northern GM's/CEO Regional Meeting
31 August 2026	• Weekly Meeting: Mayor and CEO
2 September 2026	• Attended City of Launceston Management Challenge Recognition - Afternoon Tea
3 September 2026	• Council Meeting
7 September 2026	• Attended (with Mayor) meeting with CEO NTDC • Attended meeting with Dennis Hendriks (Executive Director Special Projects and Chief Operating Officer) • Weekly Meeting: Mayor and CEO
8 September 2026	• Attended Tas Ports Port Master Planning meeting • Attended (online) meeting with Peter Saba (Walker Corporation) • Attended Launceston Flood Authority Meeting
9 September 2026	• Attended Draft Northern Economic Plan Briefing with Jess Whiteley (DPAC)

10 September 2026	• Attended Interview with Alison Foletta (Mercury) • Attended Interview with Bailey Forbes (Examiner) • Council Workshop • Attended Tasmanian Leaders 20 Year Celebration • Attended meeting: UTAS/NTDC • Weekly Meeting: Mayor and CEO • Attended (with Mayor) meeting with Tasmania Jackjumpers
15 September 2026	• Attended meeting with Jerome Muir Wilson
16 September 2026	• Attended meeting with Carlton Dixon • Attended and Panelist at 6th TAS Major Projects Conference
17 September 2026	• Council Meeting
18 September 2026	• Speaker at IPWEA Conference (Change Management)
21 September 2026	• Attended meeting with Jess Teesdale MP (Federal member for Bass) • Attended meeting with Charles Headlam (DPAC)
23 September 2026	• Attended meeting with Launceston Chamber of Commerce and Tasmania Football Club • Attended Citizenship Ceremony
28 September 2026	• Attended Tasmanian Labor Business & Community Forum
30 September 2026	• Attended Meeting: TEMT Priority Infrastructure Projects MasterPlan • Attended meeting with The Hon Kerry Vincent MLC and Northern GM's • Attended NTDC AGM and Members Representative Group (MRG) meetings

SPECIAL PROJECTS AND ORGANISATIONAL PRIORITIES

Birchalls Site - Brisbane Street Mall Accessible Playspace

Construction of the playspace has been delayed by approximately two weeks due to weather impacting proposed TasWater infrastructure upgrades at the site with the expected delivery date for the playspace now being mid-December.

The playspace will include an interactive storytelling element where children will be able to press a button to hear a selection of short audio pieces inspired by the history and stories of Birchalls, with a different part of the Birchalls story playing each time, building on Birchalls' longstanding connection with books, learning and storytelling, bringing elements of this local history into the play experience in a fun and accessible way.

The stories will draw on documented aspects of the Birchalls legacy, including memorable people, innovations and experiences associated with the former store. The approach uses storytelling, rhyme and discovery to encourage children and families to engage with the site's history through play, while a QR code will provide access to additional background for those wanting to learn more.

City Heart Project
The City Heart initiative remains active, but its focus has shifted from the original large-scale redevelopment concept towards staged, financially sustainable Central Business District revitalisation. The unresolved bus interchange decision has been a significant constraint on progress, particularly for surrounding street improvements and two-way traffic arrangements. The key challenge is now translating the Place Plan into funded, deliverable projects and maintaining momentum through the remaining implementation period.

NTCA Sports Complex Redevelopment Project
The project has progressed to an advanced stage of readiness, with detailed design documentation completed, a planning permit secured, and procurement planning substantially advanced. These milestones position the project to proceed quickly should funding become available and demonstrate a strong capacity to leverage investment opportunities and deliver benefits to the community in the near term.

The NTCA project aligns strongly with the Tasmanian Government's *2030 Strong Plan for Tasmania's Future,* and the redevelopment will deliver significant community infrastructure that supports regional development, local employment, economic activity, and increased participation in sport and recreation. The City of Launceston has written to the Hon Jeremy Rockliff MP, outlining its importance and its role as a key community and sporting asset for Northern Tasmania. The project not only highlights the future of one of Australia's most historic sporting venues, but it will also create opportunities for Tasmanian businesses and workers during construction while generating ongoing social and economic benefits for the region.

Princess Theatre Redevelopment
This project has a strong cultural rationale: to preserve an important heritage theatre and to invest in Launceston's performing arts infrastructure, preserving and modernising one of Northern Tasmania's most significant performing arts precincts. It has attracted both public and political scrutiny about affordability, value for money, and competing priorities for ratepayer funding, with key achievements including:

- Completed demolition activities within both theatres.
- Achieved substantial completion of Earl Street Theatre piling works.
- Installed Princess Theatre heritage façade propping systems.
- Commenced basement excavation works in the Princess Theatre.
- Progressed foundation and sub-structure construction works across the project.

The project remains on track for a public reopening, forecast for early 2028.

Successful Implementation of Project Ignite (TechnologyOne Transformation Program)
Project Ignite is a high-priority transformational project that will replace legacy applications with a modern, secure and efficient technology solution that will reduce risk, increase efficiency and ensure business continuity.

Implemented in two stages, the project status is, 'test and deploy' for elements including financials, supply chain management, asset management, project lifecycle management, strategic asset management, human resources, payroll and information services. Stage two is expected to commence from October 2026 through to March 2028 and will include property and rating, performance planning, spatial and enterprise content management.

Supporting the Role of Mayor and Council
Weekly with the Mayor have continued and Councillors have also been invited to attend One on One meetings each quarter to enhance engagement.

As the 2026 Local government Elections draws closer, the commencement of a new Council term represents a significant governance transition for the City of Launceston and an effective Councillor induction and onboarding program will be a critical governance control that enables elected members to understand their statutory responsibilities, exercise their democratic authority appropriately, make informed collective decisions, establish effective relationships with the administration and each other, and contribute effectively to the strategic direction of Council.

A comprehensive Induction and Onboarding program is now being designed that extends beyond an initial orientation session, to include an understanding of:

- Roles and Responsibilities
- Code of Conduct
- Local Government Act 1993 and associated regulations/frameworks.
- Meeting Procedures
- Roles and Responsibilities
- Code of Conduct
- Local Government Act 1993 and associated regulations/frameworks.
- Meeting Procedures
- Acting as a Planning Authority including
- Planning: *Land Use Planning and Approvals Act 1993* and Launceston Local Provisions Schedule (LPS)

Strategic Delivery
The City of Launceston is progressing its strategic delivery through an integrated planning and reporting approach that connects its ten-year Shaping Futures: Strategic Plan 2025–2035 with its Four-Year Delivery Plan, Annual Plan and Budget, providing a roadmap for delivery over the next four years. The 2026/27 Annual Plan and Budget further translate these commitments into funded projects, operational activities and measurable outputs, including a record $66 million capital works program, targeting investment in infrastructure, roads, community facilities and strategic projects.

Ultimately, the City's success will be measured by its ability to translate strategic objectives into tangible community outcomes however Council must balance competing community expectations, financial sustainability, workforce capacity, infrastructure renewal and long-term organisational capability, demonstrating measurable progress while also maintaining public confidence through transparent governance, responsible financial management and strong executive leadership.

Enterprise Agreement
Following the adoption and implementation of the 2026 Enterprise Agreement, work has continued around exploring if a 4 day working week is feasible for Council. To support a thorough, independent assessment, the City of Launceston will engage an independent consultant, to lead the feasibility study. The study will assess whether it could be sustainable while maintaining productivity and service levels, recognising the different needs of our teams and the community. A Working Group has also been created to bring together employee, union, business and organisational perspectives. It will discuss the opportunities and practical considerations and provide input into the feasibility assessment.

RISK IMPLICATIONS:

Council noting this report presents no immediate legal or financial risk. However, the matters discussed carry strategic, reputational, financial and delivery-related considerations. The key risks are:

- **Reputational risk:** Council may be perceived as disengaged if it is not actively involved in major city-shaping opportunities such as the Boags site.
- **Delivery risk:** Regional collaboration initiatives may not progress beyond discussion into practical outcomes.
- **Financial risk:** Savings or improved value may be forgone if shared procurement and service opportunities are not pursued.
- **Strategic risk:** Launceston may lose its leadership role in regional economic and infrastructure matters if it does not maintain a strong presence.
- **Organisational risk:** Workforce reform, leadership development and internal capability may be undermined if they are not adequately supported.
- **Stakeholder risk:** Expectations regarding major sites or regional initiatives may go unmet if they are not clearly managed.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Not applicable:

Council's consideration of this matter supports delivery of a core service or function.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

21.2. Declaration of Office by Elected Members - 2026 Local Government Election Outcomes

FILE NO: SF7456

AUTHOR: Lorraine Wyatt (Team Leader Executive Support)

APPROVER: Sam Johnson (Chief Executive Officer)

DECISION STATEMENT:

To acknowledge the making of declarations of office, as required by section 321 of the *Local Government Act 1993* (Tas).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government (General) Regulations 2025

RECOMMENDATION:

That Council:

1. notes the Certificate of Election issued to the City of Launceston on 4 November 2026 (ECM Doc Set ID 5439709); and

2. acknowledges that Matthew Garwood, Joe Pentridge, Susie Cai, Andrew Palmer, Tim Walker, Kyle Barrett, Rose Diamond, Alex Britton and Melissa Anderson, made their declarations of office at Town Hall on Wednesday 4 November 2026 from 9.30am (ECM Document Set ID 5443354).

REPORT:

Following the recent Local Government Election, a Certificate of Election was issued on 4 November 2026 identifying that Matthew Garwood, Joe Pentridge, Susie Cai, Andrew Palmer, Tim Walker, Kyle Barrett, Rose Diamond, Alex Britton and Melissa Anderson were duly elected to the office of Councillor for a period of four (4) years.

In addition, Matthew Garwood was duly elected to the role of Mayor, and Susie Cai was elected to the role of Deputy Mayor, both for a period of 4 years.

Regulation 47 of the *Local Government (General) Regulations 2025* details the operational procedure, requiring the elected official to complete the declaration set out in Schedule 2, read it aloud in the presence of the General Manager, and sign it. The General Manager must then sign as the witness.

Section 321 of the *Local Government Act 1993* (Tas) requires:

1) *Any person elected as councillor must make a prescribed declaration in a prescribed manner.*

2) *A person elected as a councillor who has not made a declaration must not–*
   a) *act in the office of councillor, mayor or deputy mayor; or*
   b) *take part in the proceedings of any meeting of the council or a committee.*

3) *A council is to acknowledge the making of a declaration at its meeting and the general manager is to record that fact in the minutes of that meeting.*

The Councillor's named in the Certificate of Election made their declarations of office at Town Hall on Wednesday, 4 November 2026 from 9.30am before the Chief Executive Officer, Sam Johnson OAM. Council's resolution in respect of this report's practice.

Passing this recommendation ensures absolute adherence to the *Local Government Act 1993*.

RISK IMPLICATIONS:

If a person elected to a Tasmanian council participates in council business without making the declaration required by section 321 of the *Local Government Act 1993*, the Council faces several severe regulatory, operational, and legal risks.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035
Not applicable:
Council's consideration of this matter meets a legislative requirement.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. ECM 5439709 v 1 Certificate of Election - 2026 Local Government Elections - Tasmanian Electoral Comm [**21.2.1** - 2 pages]

22. LATE ITEMS

Local Government (Meeting Procedures) Regulations 2025 – regulation 10(7)

No Items have been identified as part of this Agenda.

23. CLOSED COUNCIL

Local Government (Meeting Procedures) Regulations 2025 – regulation 17(1)

RECOMMENDATION:

That Council moves into Closed Session to consider the following matters:

23.1. Confirmation of the Minutes

REASON FOR CLOSED COUNCIL:

Regulation 40(6) of the *Local Government (Meeting Procedures) Regulations 2025* states that at the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

23.2. External Partnership Proposal

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(c) (d) and (e) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

(c) information that, if disclosed, is likely to confer a commercial advantage or impose a commercial disadvantage on a person with whom the council is conducting, or proposes to conduct, business.

(d) commercial information of a confidential nature that, if disclosed, is likely to –

(i) prejudice the commercial position of the person who supplied it; or

(ii) confer a commercial advantage on a competitor of the council; or

(iii) reveal a trade secret.

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

23.3. External Sponsorship Proposal

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(a)
(b) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

(d) commercial information of a confidential nature that, if disclosed, is likely to –

(i) prejudice the commercial position of the person who supplied it; or

(ii) confer a commercial advantage on a competitor of the council; or

(iii) reveal a trade secret.

23.4. Tender - Multi-Use Engineering Services Register CD014/2026

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(e) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

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

23.5. Tender - Transaction Banking CD029/2025

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(e) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

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

23.6. End of Closed Session

24. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 5.00pm on 8 December 2026 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.

25. MEETING CLOSURE