



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 19 FEBRUARY 2026
1:00 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: 19 February 2026

Time: 1:00 pm

Certificate of Qualified Advice

Background

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

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

Certification

I certify that:

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



Sam Johnson OAM
Chief Executive Officer

VIDEO and AUDIO STREAMING of COUNCIL MEETINGS

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

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

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

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

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

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

PUBLIC QUESTION TIME - AGENDA ITEM 8

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

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

PUBLIC COMMENT ON AGENDA ITEMS

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

Please note the following important information:

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

Your respectful contribution is welcome and appreciated.

LEGISLATIVE TERMINOLOGY - GENERAL MANAGER

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

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1. OPENING OF MEETING - 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 5 February 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 - 12 February 2026

FILE NO: SF4401

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RELEVANT LEGISLATION:

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

RECOMMENDATION:

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

1. Workshop conducted on 12 February 2026:

Northern Tasmania Development Corporation (NTDC): Proposed Members Agreement 2026-2029

Councillors received a presentation from the Northern Tasmania Development Corporation (NTDC) CEO outlining the proposed three-year NTDC Members Agreement, covering the period 1 June 2026 to 31 July 2029

DA0509/2025 - 103-109 and 101 Wellington Street – Construction of a six-storey building

Councillors undertook a site visit to 12 Wellington Street Launceston to discuss DA0509/2025 - Residential, Business and Professional Services, Community Meeting and Entertainment, Food Services, General Retail and Hire - Construction of a six-storey building containing 48 multiple dwellings, offices, consulting rooms, community centre, cafe and shop.

DA0100/2025 - 12 Techno Park Drive – Subdivision of one lot into 106 lots

Councillors undertook a site visit to 12 Techno Park Drive Kings Meadows to discuss DA0100/2025 - Subdivision – Subdivide one lot into 106 lots including new roads, public open space and associated works.

Executive Leader Updates and General Business

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

Draft Submission – Local Government Bill 2025 and Local Government (Electoral Reforms) Bill 2025

Councillors received an executive summary of feedback received through a survey on the Local Government Electoral Bill 2025 and the Local Government Amendment (Electoral Reforms) Bill 2025 prior to being tabled at a future Council meeting for approval.

Call for Motions: 2026 Australian Local Government Association National Assembly

Councillors received information about the process for submitting a Notice of Motion to be tabled at the Australian Local Government Association's (ALGA) National General Assembly and had the opportunity to discuss ideas for motions.

Local Government Gifts and Donations Consultation

Councillors were provided with an overview of the of the Local Government Gifts and Donations Paper by the Integrity Commission of Tasmania and the process for submitting feedback, which will inform a draft submission. The timelines for submission were discussed.

Nunamara Waste Transfer Station

Councillors had the opportunity to discuss planning for the Nunamara Waste Transfer Station.

Local Government Electoral Reforms

Councillors were provided with an overview of the proposed Local Government Electoral Reforms and the process for submitting feedback, which will inform a draft submission to be tabled at a Council Meeting and submitted before the consultation period closes.

Councillors Connect

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

In Attendance: Mayor Councillor M K Garwood, Deputy Mayor Councillor D H McKenzie, Councillor D C Gibson, Councillor A G Harris, Councillor T G Walker, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor A J Britton, Councillor K M Preece and Councillor R A I Marsden.
Apologies: Councillor S Cai

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

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

No 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

8.1.1. Questions on Notice by Members of the Public - Kyle Barrett - 4-day Work Week - 5 February 2026

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 5 February 2026 by Kyle Barrett, have been answered by the Chief Executive Officer.

Question 1:

Who represented rate payers in the enterprise negotiations?

Response:

Ratepayers were not directly represented at the bargaining table during the enterprise agreement negotiations. Enterprise agreements are legal documents covering employers and employees that set out minimum employment terms and conditions.

As is standard practice employers, employees and their representatives (typically unions) are involved in the process of negotiating an enterprise agreement, not ratepayers.

Councillors do not negotiate directly during the Enterprise Agreement (EA) process. Councils collective role, as strategic decision-makers, is the development, implementation, and monitoring of high level strategic objectives, financial, and policy frameworks, such as annual budget limits and in that context, should ensure that the final EA aligns with the budget priorities and strategic goals.

Question 2:

How long have elected members known about the proposal?

Response:

The enterprise agreement negotiation is a direct action from Council, as referenced within the Annual Plan: <https://www.launceston.tas.gov.au/Council-Region/Reports-Plans-and-Strategies/Annual-Plan-and-Budget>

Specific details have been raised by way of updates at Council Workshops, and publicly updated through the CEO quarterly reports presented to Council. The concept of the proposed 4 day work week was brought to Councils attention in 2025 before including it in the bargaining discussion.

Question 3:

How do we seek to withdraw the proposal as a matter of urgency, if it is able to be done?

Response:

The Fair Work Commission is responsible for determining, varying and replacing terms for enterprise agreements, and dispute resolution. The proposal is currently in a negotiation phase, with a vote still yet to be held on the draft proposal.

ATTACHMENTS:

Nil

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. DA0509/2025 - 103-109 and 101 Wellington Street - Residential, Business and Professional Services, Community Meeting and Entertainment, Food Services, General Retail and Hire - Construction of a six-storey building containing 48 multiple dwellings

FILE NO: DA0509/2025

AUTHOR: Philippa Glover (Acting Senior Leader City Development)

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	Commercial Project Delivery Pty Ltd
Site	101 Wellington Street Launceston and 103-109 Wellington Street Launceston
Proposal	DA0509/2025 - Construction of a six-storey building containing 48 multiple dwellings, offices, consulting rooms, community centre, cafe and shop, with access over the adjoining unnamed laneway
Zoning	Urban Mixed Use
Codes	Parking and Sustainable Transport Code Road and Railway Assets Code Safeguarding of Airports Code
Use Class	Residential, Business and Professional Services, Community Meeting and Entertainment, Food Services, and General Retail and Hire
Standards assessed through performance criteria	13.4.1 P1 Building height 13.4.6 P1.1 Dwellings C2.5.1 P1.1 Car parking numbers C2.5.1 P1.2 Car parking numbers C2.5.3 P1 Motorcycle parking numbers
Public Notification	7 January 2026 - 21 January 2026
Representations	16
Deemed Approval	11 March 2026

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

N/A

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 DA0509/2025 - Residential, Business and Professional Services, Community Meeting and Entertainment, Food Services, and General Retail and Hire - Construction of a six-storey building containing 48 multiple dwellings, offices, consulting rooms, community centre, cafe and shop, with access over the adjoining unnamed laneway, at 101 & 103-109 Wellington Street, Launceston, 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 Council unless modified by a condition of the Permit:

- a. Cover Sheet, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA0000, dated 13/11/2025
- b. Site Plan, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA0100, dated 13/11/2025
- c. Shadow Diagrams - Summer Solstice, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA0110, dated 13/11/2025
- d. Shadow Diagrams - Winter Solstice, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA0111, dated 13/11/2025
- e. Shadow Diagrams Existing - Winter Solstice, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA0112, dated 13/11/2025
- f. Shadow Diagrams Existing - Summer Solstice, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA0113, dated 13/11/2025
- g. Existing & Demolition L01, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA0200, dated 13/11/2025
- h. Existing & Demolition L02, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA0201, dated 13/11/2025
- i. Existing & Demolition Roof, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA0202, dated 13/11/2025

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- j. Existing & Demolition Axonometric View, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA0203, dated 13/11/2025
 - k. Area Plan Diagrams, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA0601, dated 13/11/2025
 - l. General Arrangement - L01 Floor Plan, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA1000, dated 13/11/2025
 - m. General Arrangement - L02 Floor Plan, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA1001, dated 13/11/2025
 - n. General Arrangement - L03 Floor Plan, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA1002, dated 13/11/2025
 - o. General Arrangement - L04 Floor Plan, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA1003, dated 13/11/2025
 - p. General Arrangement - L05 Floor Plan, prepared by Philp Lighton Architects, project no. 118.25127, Launceston city Mission Community Service Precinct, revision A, page DA1004, dated 13/11/2025
 - q. General Arrangement - L06 Floor Plan, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA1005, dated 13/11/2025
 - r. Roof Plan, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA1100, dated 13/11/2025
 - s. Site Elevations, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA3000, dated 13/11/2025
 - t. Building Elevations - Sheet 01, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA3001, dated 13/11/2025
 - u. Building Elevations - Sheet 02, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA3002, dated 13/11/2025
 - v. Building Sections - Sheet 01, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA3500, dated 13/11/2025
 - w. Building Sections - Sheet 02, prepared by Philp Lighton Architects, project no. 118.25127, Launceston City Mission Community Service Precinct, revision A, page DA3501, dated 13/11/2025
 - x. Application Report, prepared by Commercial Project Delivery, Launceston City Mission Community Service Precinct, revision 3, dated 26/11/2025
 - y. Heritage Impact Assessment, prepared by Purcell Architecture, Launceston City Mission Community Service Precinct, revision Final, dated 19/11/2025
 - z. Traffic Impact Assessment, prepared by Midson Traffic Pty Ltd, Launceston City Mission Community Service Precinct, revision 3, dated 26/11/2025
 - aa. Design Report, prepared by Collective Consulting, Launceston City Mission Community Service Precinct, revision 03, dated 01/12/2025
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2. RESIDENTIAL CAR PARKING

The residential dwellings approved by this permit do not have associated car parking. Any tenancy agreement between the operators of the site and the residents must include advice that on-site parking is not available and provide further advice on alternative parking options to minimise impact on surrounding businesses.

3. LEGAL TITLE

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

4. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2025/01423-LCC dated 24/12/2025 and attached to the permit.

5. HOURS OF CONSTRUCTION

- a) Unless otherwise approved in writing by the Senior Leader Health and Compliance construction activities must only be carried out between the hours of:
 - i. Monday to Friday - 7 am to 6 pm; and
 - ii. Saturday - 8 am to 6 pm.
- b) Notwithstanding the above paragraph, construction activities must not be carried out on public holidays that are observed state-wide (Easter Tuesday excepted).

6. HERITAGE

The development must be undertaken in accordance with the conditions included on the Tasmanian Heritage Council 'Notice of Heritage Decision' for THC Application No. 8781, dated 28 January 2026 and attached to the permit.

7. CONSOLIDATION OF TITLES

Prior to the issuing of the Occupancy Certificate, all lots being Volume 60906 Folio 1, Volume 60906 Folio 2, Volume 60906 Folio 3 and Volume 187453 folio 1 must be consolidated into a single lot under the *Local Government (Building and Miscellaneous Provisions) Act 1993*. The plan must be certified by the Council and lodged with the Land Titles Office for approval.

8. AMENDED PLANS REQUIRED

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

- 5,000 mm opening at the car park's gate access.

Once approved by the Senior Leader City Development, these amended plans will be endorsed and will then form part of the Permit and shall supersede the original endorsed plans.

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. 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.

14. 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.

15. 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 DA0509/2025. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

The 14 day appeal period expires; or

Any appeal to the Tasmanian Civil & Administrative Appeal Tribunal (TASCAT) is withdrawn or determined; or

Any agreement that is required by this permit pursuant to Part V of the Land Use Planning and Approvals Act 1993 is executed; or

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. Noise Nuisance Noise and odour nuisance is regulated under the Environmental Management and Pollution Control Act 1994. The location of any air extraction, kitchen exhausts, 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.

F. City Living

City residential use may be subject to background noise and/or odour associated with commercial activity and traffic. It is recommended that measures be incorporated in the design of the development to minimise noise and odour impacts, such as double glazed windows.

REPORT:

1. THE PROPOSAL

Background

The City Mission has had a long history at this site, providing a range of community services including the Mission Shop, Mission Health (a free health care service), City Mission offices, the donation coordination centre and food distribution plus residential use.

The applicants advise that the housing crisis in Launceston is well documented, with:

- Over 2,500 people seeking food and financial relief in Launceston
- Over 500 of those experiencing homelessness
- Over 5,000 households on the social housing waiting list in Tasmania
- Private rental is most unaffordable for - pensioner couples, single pensioner, single part-time working parents, and single persons on Jobseeker. (Source: SGS Rental Affordability Index)
- Rental Availability in Launceston: Vacancy rates 0.5% in January 2025 (Anglicare Rental Affordability Snapshot 2025).
- 177 applicants on the affordable waitlist for 1br apartments in Launceston (Source: Loreto - September 2025).

The cost-of-living pressures and housing insecurity also impacts food security and leads to poorer health outcomes.

The City Mission, in conjunction with State and Federal Government and various community sector organisations is seeking to offer a mix of social and affordable housing options (predominately single bedroom units) to help address the growing needs in the Launceston area in terms of emergency relief, housing, family support, and improved community sector collaboration.

The Proposal

Whilst retaining the heritage terrace buildings fronting Wellington Street, it is proposed to demolish structures at the rear and the brick building adjacent to the laneway and fronting Frederick Street. It is then proposed to redevelop the site to provide a six-storey mixed-use building. The first two levels will continue to provide retail, health, office and donation and food distribution services along with a meeting space and cafe.

The upper four levels will be to a height of 22.75m (30.527m AHD) and be stepped back behind the existing 7.92m high Wellington Street terraces. These levels will provide 48 social and affordable housing units, incorporating 4 accessible one-bedroom units, 41 single bedroom units and three two-bedroom units.

Eight car parking spaces will be provided at ground level, within the new building.

No signage is proposed at this time.

The applicants advise:

"The focus of The Precinct will be to provide dignity and improve the life outcomes of Launceston's at-risk community members. It will be a welcoming and safe space for people to access a café, retail space, a health and medical hub, emergency food and financial relief, and an integrated community services hub. Additionally, the Precinct will include shared services, offices, and meeting spaces for staff, volunteers, and community, in addition to 48 supported social and affordable housing units. The Precinct will provide connected spaces and integrated services for the entire community..."

"The residential component of the Precinct aligns with the Tasmanian Housing Strategy Priority 1 of delivering medium density living in our cities. These residences will be well placed to meet the needs of some of the most vulnerable cohorts in Tasmania, in a mixed-use development which has close proximity to the necessary supporting services."

2. LOCATION AND NEIGHBOURHOOD CHARACTER



100 Wellington Street and 103-109 Wellington Street Launceston (not to scale)

The subject site is located on the northern corner of the junction of Wellington and Frederick Streets and has an area of 1668m², comprising four titles.

The site is effectively fully developed, with a row of heritage listed, two-storey, terraces fronting Wellington Street and wrapping around Frederick Street. The remainder of the Frederick Street frontage contains a two-storey brick building. All buildings are used by the City Mission in the provision of a range of social services.

The site is connected to the public water, sewer and stormwater services.

Surrounding the site are a range of commercial and residential uses, in predominately two-storey buildings, including retail, restaurant and take-away, hotel, church, vehicle servicing, community services and supermarket.

3. PLANNING SCHEME REQUIREMENTS

The full assessment against the Tasmanian Planning Scheme - Launceston is provided in Attachment 1. The following section provides an assessment of the application's discretionary components:

13.0 Urban Mixed Use Zone

The purpose of the Urban Mixed Use Zone is:

13.0.1 To provide for a mix of residential, retail, community services and commercial activities in urban locations.

13.0.2 To provide for a diverse range of use or development that are of a type and scale that support and do not compromise or distort the role of surrounding activity centres in the activity centre hierarchy.

Consistent

The proposal to redevelop the site for mixed use development, including Business and Professional Services, Community Meeting and Entertainment, Food Services, General Retail and Hire, and Residential (multiple dwellings), all of which are classed as Permitted uses in the Urban Mixed-Use zone, is consistent with the purpose of the zone to provide for a mix of residential, retail, community services and commercial activities in urban locations.

13.4.1 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 10m.

Relies on Performance Criteria

The proposed maximum building height, above existing ground level, is 22.75m, and performance criteria are relied upon.

P1 Building height must be compatible with the streetscape and character of development existing on established properties in the area, having regard to:

- (a) the topography of the site;
- (b) the height, bulk and form of existing buildings on the site and adjacent properties;
- (c) the bulk and form of proposed buildings;
- (d) the apparent height when viewed from adjoining road and public places; and
- (e) any overshadowing of public places.

Complies

It is important to define compatible, streetscape, adjacent, and established properties to assist in the assessment of the proposal.

Compatible

Defined within Tribunal Decision 9 Sandy Bay Road Pty Ltd v Hobart City Council and Ors2 (9 Sandy Bay Road) and determined that it:

“requires an outcome which is in harmony or broad correspondence with the surrounding area”.

Streetscape (Table 3.1 of the scheme)

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.

Established Properties;

It is considered that the definition of established properties relates to existing developed sites.

Further, it is considered relevant to note that the streetscapes and character of development throughout the central Launceston area and its surrounds has been changing over recent years with an increasing number of taller buildings being considered to be compatible - *in harmony or broad correspondence* - with the surrounding area, which in many cases is dominated by buildings of around two stories. To name just a few: the recently approved private hospital development at 213-229 Wellington Street with a height of 31.5m; the approved development at the TAFE building at 10-16 Wellington Street with two towers at 27m and 36m; the St Lukes building in Cimitiere Street at 31m; and the 22.5m high, seven level car park at 16 Willis Street.

The performance criteria requires that, regard must be given to the prescribed matters:

- (a) the topography of the site;

The subject site is effectively fully developed and presents as generally flat. It has an AHD level adjacent to Wellington Street of approximately 7m, rising gently (around 4% gradient) eastwards to an AHD of approximately 8m at the laneway frontage to Frederick

Street. This area of Wellington Street to Margaret Street is effectively a low point with the land then rising significantly to the east and west. The topography thus implies that distant views of the proposed building will largely be from above and thus set the building against a backdrop of other buildings rather than skyline.

(b) the height, bulk and form of existing buildings on the site and adjacent properties; The subject site is dominated by the row of two-storey historic terrace shopfronts along Wellington Street and curving into Frederick Street and a later two -storey red brick structure in Fredrick Street, with a height of around 8m. The surrounding properties are dominated by a range of commercial buildings that present as two storey structures generally built to the front and side boundaries. With the buildings to the north and east being around 11.5m, the apparent height of the surrounding structures varies somewhat, generally as a result of the style, era and ground level of their construction. This gives the overall impression of an uninterrupted two storey street-scape, limiting higher views from the street.

(c) the bulk and form of proposed buildings; Whilst the height of the proposed building is 22.75m, its bulk and form presenting to the street-scape remains largely consistent with the presentation of the existing buildings on the site. Above the second level, the building will have a footprint of some 20m x 40m, setback behind the row of terraced heritage buildings fronting Wellington Street by 12.5m to 23m, and setback from Frederick Street by around 1m to 3m. The stepping back of the four residential levels from the two-storey frontage and the articulation of the building facades, contributes to a reduction in the visual impact of the building.

(d) the apparent height when viewed from adjoining road and public places; There is no question that the proposed building is significantly taller than the surrounding buildings. However, it will most frequently be viewed by users of Wellington Street, whose view will be limited by the existing billboard sign adjacent to Midas, and then as a result of the setback from the two-storey frontage. Views of the building from Frederick Street, particularly between Bathurst and Charles Streets, will alter the appearance of the skyline. Otherwise, the building will be intermittently visible from various more distant views and be largely set against the backdrop of other urban development, similar to distant views of the Verge Hotel and the St Lukes building.

(e) any overshadowing of public places The proposed building will cast a shadow over the adjacent public roads, extending the period they are currently overshadowed by existing buildings. The shadows will move throughout the day and the shadowing of a public road in this manner is not considered inappropriate.

Like other taller buildings throughout the city, height is only one factor in the consideration of compatibility. Having regard to the above prescribed matters, it is considered that, the proposed building is in general harmony or broad correspondence with the surrounding area.

13.4.6 Dwellings

To provide adequate and useable private open space and storage for the needs of residents.

Consistent
A1 A dwelling must have private open space that is not less than: (a) 24m ² with a minimum horizontal dimension of not less than 4m; or (b) 8m ² with a minimum horizontal dimension not less than 1.5m, if the dwelling is located wholly above ground floor level.
Relies on Performance Criteria Only the three two-bedroom units are provided with the minimum 8m ² of private open space. The 41 single bedroom units are provided with a 4m ² balcony for open space, and due to size restrictions and the need to provide accessibility to both sides of the bed, the four accessible units are not provided with private open space. Performance criteria are relied upon.
P1 A dwelling must be provided with sufficient private open space that includes an area capable of serving as an extension of the dwelling for outdoor relaxation, dining and entertainment.
Complies The applicants advise that, given the small size of the proposed apartments and the relative proximity of public open space, with Princes Square being only 144m away and the Brickfields 210m away, the provision of a 4m ² balcony for the single bedroom units, whilst small, is considered adequate to provide for an outdoor extension to the living area. Given that such open space cannot reasonably be achieved in the accessible units due to access requirements, a Juliette balcony is provided as a compromise to meet reasonable expectations and needs. The provision of private open space is considered to be sufficient.

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
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.

Relies on Performance Criteria

Based on the formula provided in the acceptable solution:

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

Where:

N = number of car parking spaces required

A = number of parking spaces existing on site - 12

B = number of parking spaces required by Table C2.1 for the existing use - 58

C = number of parking spaces required by Table C2.1 for proposed use - 113

$$N = 12 + (113 - 58) = 12 + 55 = 67$$

The proposal plans include 8 car parking spaces and the applicants advise that they have a further 35 owned or leased parking spaces off-site, giving a total of 43 car parking spaces. As this represents a shortfall of 24 ($67 - [35 + 8] = 67 - 43 = 24$), performance criteria are relied upon.

P1.1 The number of on-site car parking spaces for uses, excluding dwellings, must meet the reasonable needs of the use, having regard to:

- (a) the availability of off-street public car parking spaces within reasonable walking distance of the site;
- (b) the ability of multiple users to share spaces because of:
 - i. variations in car parking demand over time; or
 - ii. efficiencies gained by consolidation of car parking spaces;
- (c) the availability and frequency of public transport within reasonable walking distance of the site;
- (d) the availability and frequency of other transport alternatives;
- (e) any site constraints such as existing buildings, slope, drainage, vegetation and landscaping;

- (f) the availability, accessibility and safety of on-street parking, having regard to the nature of the roads, traffic management and other uses in the vicinity;
- (g) the effect on streetscape; and
- (h) any assessment by a suitably qualified person of the actual car parking demand determined having regard to the scale and nature of the use and development.

Complies

The performance criteria require that, having regard to the prescribed matters, sufficient car parking is provided to meet the reasonable needs of the use.

- (a) Availability of off-street public parking within a reasonable distance.

The York Street West car park is around 240m from the site, and the Elizabeth Street and Bathurst Street car parks are both around 440m from the site. Whilst these distances may be considered too far to be reasonable for many uses, they are not unusual for all day parking by commuters.

- (b) Sharing of parking by multiple users.

Not a viable option in this case. The parking provided will be utilised throughout the day by staff on-site.

- (c) The availability and frequency of public transport.

Whilst there are bus stops in Wellington Street and Charles Street, the site is also within reasonable walking distance of multiple bus routes in the central city.

- (d) Other transport alternatives.

Transport alternatives are taxi, uber, cycle, scooter or walking. All of these are viable options given the relative closeness of most shops and services.

- (e) Any site constraints.

The site is constrained by the need to retain the existing row of heritage terraces and the purpose of the proposal to provide for affordable and social housing. Relevantly, the provision of additional car parking on site would be in lieu of dwellings and lead to increased costs per dwelling, thus reducing their capacity to address affordability.

- (f) On street parking availability.

Notwithstanding assertions that car parking spaces around the site are in high demand, it is relevant that there are 5 minute and 30 minute zones immediately outside the site in Frederick Street and 3 hour zones otherwise in Frederick Street. There is 1 hour parking outside the site in Wellington Street. Whilst parking will not always be available outside the premises, it will usually be available within a reasonable walking distance.

- (g) The effect on streetscape.

The street is already a controlled parking area, the additional on-street parking in the surrounding area will have no impact on the physical streetscape.

- (h) Assessment by a qualified person.

The applicants provided a Traffic Impact Assessment, prepared by Midson Traffic Pty. Ltd., which included a detailed assessment of theoretical and likely parking demand. Relevantly, Mr. Midson provided the following advice:

"The TIA explicitly addresses this matter by undertaking both a theoretical parking assessment and a performance-based assessment consistent with Clause C2.5.1. While the Acceptable Solution calculation produces a high notional requirement, this outcome is driven by the mechanical application of standard rates and does not reflect the operational characteristics of the proposal. The residential component comprises social and affordable housing managed under a model where residents are selected on the basis that they do not own private vehicles, resulting in negligible resident parking demand. This is a fundamental and material distinction from conventional residential development and has been clearly documented in the TIA.

"For the non-residential components, parking demand is limited, short stay in nature and distributed across the day. The site's fringe-CBD location provides extensive time-limited public parking on Frederick Street, Wellington Street and surrounding streets, together with strong pedestrian and public transport accessibility. In this context, the eight on-site spaces are appropriately allocated to staff and servicing, and the residual short-stay demand can be readily accommodated within existing public parking without adverse impact. The Planning Scheme expressly anticipates such outcomes through the Performance Criteria, which are satisfied on the evidence provided."

Having regard to the above, it is considered that proposed parking for the mixed use of social housing and community service facilities is adequate to meet the reasonable likely needs. Conditions are proposed to reinforce the need to advise tenants of the lack of residential parking.

P1.2 The number of car parking spaces for dwellings must meet the reasonable needs of the use, having regard to:

- (a) the nature and intensity of the use and car parking required;
- (b) the size of the dwelling and the number of bedrooms; and
- (c) the pattern of parking in the surrounding area.

Complies

Whilst this is essentially addressed in the previous clause, the performance criteria require that having regard to the prescribed matters, parking is provided to meet the reasonable needs of the use.

(a) Nature and intensity of the use

The TIA advises that "The 48 dwellings are social/affordable housing operated under a model that does not include private car ownership by residents. Daily activity is oriented to on-site supports, walking, public transport, community transport and short pick-up/drop-off movements. The practical resident parking demand is near-zero, with occasional short-stay visitor or service vehicles accommodated kerbside on Frederick Street."

Given the description provided by the applicants, particularly having regard to the dwellings being retained in the ownership of the City Mission, the view expressed by Mr Midson is supported.

(b) Size of the dwellings and number of bedrooms

The proposed dwellings are all small, with 45 being single bedroom and only 3 having two bedrooms, with the objective of providing for social and affordable housing. The dwellings will most likely be occupied by single persons or couples. The two-bedroom dwellings may cater for singles or couples with a child.

(c) Pattern of parking in the surrounding area

The site is located close to the central Launceston area and is surrounded by time-limited, metered, public parking. Whilst many sites have some off-street parking, this is often not available to customers.

Significantly, it is the advice of Mr. Midson and providers of social housing that, the proposed dwellings will be most attractive to persons without a car, which aligns with the target tenant group identified by the proponents.

Consequently, it is considered that reasonable parking is provided.

C2.5.3 Motorcycle parking numbers

That the appropriate level of motorcycle parking is provided to meet the needs of the use.

Consistent

A1 The number of on-site motorcycle parking spaces for all uses must:

- (a) be no less than the number specified in Table C2.4; and
- (b) if an existing use or development is extended or intensified, the number of on-site motorcycle parking spaces must be based on the proposed extension or intensification, provided the existing number of motorcycle parking spaces is maintained.

Relies on Performance Criteria

The Table requires the provision of one motorcycle parking space where the number of parking spaces required is between 20-40. Motorcycle parking is not provided, and performance criteria are relied upon.

P1 Motorcycle parking spaces for all uses must be provided to meet the reasonable needs of the use, having regard to:

- (a) the nature of the proposed use and development;
- (b) the topography of the site;
- (c) the location of existing buildings on the site;
- (d) any constraints imposed by existing development; and
- (e) the availability and accessibility of motorcycle parking spaces on the street or in the surrounding area.

Complies

Having regard to the prescribed matters, it is considered that any of the 43 car parking spaces provided (on and off the site) could be used for motorcycle parking. Similarly, visitors to the site can utilise existing on-street parking spaces. Formal on-street motorcycle parking spaces are available in York Street, some 280m away.

It is considered that the reasonable needs for motorcycle parking are met.

4. REFERRALS

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

Building and Plumbing	Standard conditions recommended for the permit.
EXTERNAL	
TasWater	Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA 2025/01423-LCC, dated 24/12/2025.
State Growth	N/A
TasFire	N/A
Tas Heritage Council	Notice of Heritage Decision' for THC Application No. 8781, dated 28 January 2026
Crown Land	N/A
TasRail	N/A
EPA	N/A
Tas Networks	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 January 2026 to 21 January 2026. Sixteen (16) 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.

Of the sixteen (16) representations received, ten (10) were in support of the proposal, highlighting the need for such a response to address matters such as homelessness and social disadvantage in the Launceston area, and noting:

- Provision of 48 new social and affordable dwellings.
- Central location with relevant services such as food relief, counselling, health and wellbeing services, employment support and transport network.
- The co-location of services improves access, early intervention and long-term solutions and reduces social isolation for vulnerable people in the community.

The six (6) representations opposed to the proposal raised the following matters:

Comment 1

Car parking is insufficient. The planning scheme acceptable solution requires 113 car parking spaces and only 8 are provided. The TIA assertion that most residents will not have cars is unrealistic and residents and visitors to the site will fill surrounding on-street parking and inappropriately park in nearby private car parks (e.g. Jimmy's)

Response

If a permit is granted and the proposal proceeds, the onus will be on the City Mission to ensure it meets its assertion that most residents will not have a car. Conditions are proposed to ensure tenants are advised that parking is not provided. The applicants have provided a response to the issues raised in representations and relevantly advise: *"The applicant acknowledges concerns regarding the quantum of on-site car parking and confirms that staff and operational parking demand will rely on options in surrounding streets. Launceston City Mission currently controls over 35 off-site car parking spaces across nearby*

owned and leased tenancies, which accommodate existing staff (including the retail shop) and are sufficient given that staff numbers are not expected to increase as a result of the proposal noting that the Mission Shop, City Mission Offices and collection and distribution centre all exist at the site currently. In addition, the future commercial tenancy will have the option to lease up to four (4) spaces from the applicant, and the café operator will have the option to lease one (1) space. These arrangements ensure that staff, commercial operators and service delivery do not displace parking demand into the surrounding public realm. Residential parking demand has been intentionally and actively managed through the design, allocation and tenancy management model for the inner-city style apartments, leveraging the experience of Loreto Community Housing. Tenancies will be allocated based on suitability, ensuring that the location and housing type align with the needs of residents, including transport requirements. Prospective tenants will be explicitly advised that no on-site parking is provided and that the precinct is not suitable for residents who require regular car access. This approach is consistent with contemporary planning principles that seek to avoid the provision of mandatory parking where it is demonstrably unnecessary and often underutilised, allowing resources to be redirected into housing affordability and higher-value community outcomes. The apartments will remain owned by City Mission so will never be owner occupied and only ever tenanted. That means that should a tenant who originally moved into the apartment without a car, find over time that they are in a position to or have a need to purchase a car, that if they cannot find on-street parking options that are suitable (which will be difficult given the surrounding street network is all paid parking) that they would need to move to a more suitable housing accommodation option. The reality is that car ownership amongst residential tenants of this development is not a viable option given the cost of car parking in the surrounding street network. Instead, this development is suited to tenants who do not own cars and wish to live at the site due to its proximity to all services the CBD offers and the public transport network."

Comment 2

What happens if the use of the building changes in the future to something requiring more car parking.

Response

The applicants advise that the City Mission will retain ownership of the site, including all of the proposed dwellings. If the use of the site is to change at some point in the future, further planning approval may be required at that time and the requirement for parking will be reassessed at that time.

Comment 3

Traffic impact assessment has not been undertaken to address increased traffic, including visitors and delivery vehicles to the site.

Response

The proponents included a Traffic Impact Assessment, prepared by Midson Traffic Pty Ltd, within their application documents and this was included with the documents placed on exhibition and available on Council's website. Relevantly, the assessment by Mr. Midson concluded: *"In summary, vehicle access via the laneway will remain low and balanced in directional flow, with the bulk of site activity associated with walking, public transport use and short-stay on-street parking. Accordingly, the proposed development will have no discernible impact on traffic distribution patterns or intersection operations within the immediate road network."*

Comment 4

The building is too large, it is over twice the size of surrounding buildings and will dominate the streetscape and stand out in distant views.

Response

The potential visual impact of the proposed building is very subjective. Like several buildings recently built or approved throughout central Launceston and its surrounds, the proposed building is significantly higher than the immediately surrounding buildings. However, height is only one factor when considering streetscape and distant views. Similarly with several other tall buildings in Launceston, the actual height of the building will largely not intrude into the street level view other than from some specific points. In the more distant views, the building will be intermittently viewed and often against the background of other urban development.

Comment 5

The proposed building will unreasonably overshadow nearby residential buildings.

Response

Whilst the proposed building will cast a morning winter shadow across Wellington Street to an existing residence, also in the Urban Mixed-Use zone, the zone provisions only address overshadowing through the performance criteria associated with the setback provisions at clause 13.4.2. The proposal satisfies the applicable acceptable solutions and there is no capacity to have regard to overshadowing.

Comment 6

The existing anti-social behaviour associated with the current use will increase significantly. The adverse impacts from noise, litter and inappropriate behaviour will similarly increase.

Response

The behaviour of individuals is not a matter for consideration under the planning scheme.

Comment 7

There was inadequate consultation with neighbours.

Response

There is no requirement in the planning scheme for an applicant to have preliminary discussion with their neighbours. The application was advertised and neighbours advised in accordance with the provisions of the Act.

Comment 8

Council has a long-standing relationship with the proponents. How can they impartially assess and determine the proposal.

Response

The determination of the application is made by the Councillors sitting as the Planning Authority, not as the Council. If any councillor believed that they may have a conflict of interest or may otherwise be unable to make an impartial decision, they are required to declare that interest and recuse themselves.

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. DA0509/2025 100 and 103-109 Wellington Street Launceston - Planning Scheme Assessment [11.1.1 - 11 pages]
2. DA0509/2025 - 100 and 103-109 Wellington Street Launceston - Documents to be endorsed St [11.1.2 - 184 pages]
3. DA0509/2025 - 100 and 103-109 Wellington Street Launceston - TasWater SPAN [11.1.3 - 6 pages]

11.2. DA0100/2025 - 12 Techno Park Dr - Subdivision - Subdivide one lot into 106 lots including new roads, public open space and associated works

FILE NO: DA0100/2025

AUTHOR: Philippa Glover (Acting Senior Leader City Development)

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	GHD Pty Ltd	
Site	12 Techno Park Drive, Kings Meadows	
Proposal	Subdivision - Subdivide one lot into 106 lots, including road lot and construction of road	
Zoning	General Residential	
Codes	C3.0 Road and Railway Assets Code C7.0 Natural Assets Code C9.0 Attenuation Code C13.0 Bushfire-Prone Areas Code C15.0 Landslip Hazard Code	
Use Class	N/A	
Standards assessed through performance criteria	8.6.1 P1 Lot design (minimum lot size) 8.6.1 P2 Lot design (frontage) 8.6.1 P4 Lot design (lot orientation) 8.6.2 P1 Roads C9.6.1 P1 Lot Design (Attenuation) C15.6.1 P1.1 Buildings and Works within a Landslip Hazard Area C15.6.1 P1.2 Buildings and Works within a Landslip Hazard Area C15.7.1 P1 Subdivision within a Landslip Hazard Area	
Public Notification	7 January 2026 - 21 January 2026	
Representations	33	
Deemed Approval	20 February 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 DA0100/2025 - Subdivision - Subdivide one lot into 106 lots, including road lot and construction of road at 12 Techno Park Drive, Kings Meadows, subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a. Site Plan - Existing Site Survey, prepared by GHD, project 12552740, Techno Park Subdivision - Homes Tasmania, revision P02, page CI-00001, dated 18/11/2025
- b. Site Plan - Concept Subdivision Layout, prepared by GHD, project 12552740, Techno Park Subdivision - Homes Tasmania, revision P02, page CI-00010, dated 18/11/2025
- c. Site Plan - Concept Roads, Footpaths and Stormwater Drainage, prepared by GHD, project 12552740, Techno Park Subdivision - Homes Tasmania, revision P02, page CI-00020, dated 18/11/2025
- d. Site Plan - Concept Water and Sewerage Reticulation, prepared by GHD, project 12552740, Techno Park Subdivision - Homes Tasmania, revision P02, page CI-00030, dated 18/11/2025
- e. Planting Schedule & Drawing Legend, prepared by GHD, project 12552740, Techno Park Subdivision - Homes Tasmania, revision P01, page LA-0001, dated 30/04/2024
- f. Landscape - General Arrangement Plan, prepared by GHD, project 12552740, Techno Park Subdivision - Homes Tasmania, revision P02, page LA-0002, dated 22/07/2025
- g. Landscape Details - Existing Site Survey, prepared by GHD, project 12552740, Techno Park Subdivision - Homes Tasmania, revision P01, page LA-0003, dated 30/04/2024
- h. Landscape Tree Removal Plan, prepared by GHD, project 12552740, Techno Park Subdivision - Homes Tasmania, revision P02, page LA-0004, dated 22/07/2025
- i. Subdivision Planning Assessment, prepared by GHD, project 12552740, Techno Park Drive Subdivision - Homes Tasmania, revision 1, dated 06/03/2025
- j. Desktop Aboriginal and Historic Heritage Report, prepared by Cultural Heritage Management Australia, Lot 2 Techno Park, version Final Report V1, dated 27/10/2021
- k. Natural Values Surveys, prepared by GHD, project 12552740, Techno Park - Homes Tasmania, revision 2, dated 28/02/2023
- l. Masked Owl Survey, prepared by GHD, project 12552740, Affordable Housing - Techno Park, revision C, dated 15/07/2022
- m. Targeted Flora Survey, prepared by GHD, project 12552740, Techno Park Subdivision - Homes Tasmania, revision 1, dated 28/02/2023
- n. Traffic Impact Assessment, prepared by Pitt & Sherry, Launceston Techno Park - Homes Tasmania, revision 01, dated 28/7/2025
- o. Bushfire Hazard Management, prepared by RMCG, project 12552740, Lot 3 Techno Park Drive - Homes Tasmania, dated 19/12/2023
- p. Geotechnical Investigation and Landslide Risk Assessment, prepared by Geoton Pty Ltd, project GL21707B, Lot 3 Techno Park Drive - Homes Tasmania, revision Bc, dated 10/04/2024

2. LANDSLIP

Works on land identified as Land Slip Hazard must be undertaken in accordance with the recommendations of the endorsed Landslip Hazard Report.

3. ARBORICULTURAL IMPACT ASSESSMENT

Prior to the commencement of works, an Arboricultural Impact Assessment (AIA), prepared by a suitably qualified arborist in accordance with AS4970, must be submitted to the approval of the Senior Leader City Development. The AIA must demonstrate how the proposed crossovers servicing Lots 34-38 and Lot 31 will be designed and constructed to avoid or minimise impacts to retained trees and their root systems.

4. PEDESTRIAN CONNECTIVITY - PUBLIC OPEN SPACE

Prior to the commencement of works, a detailed design must be provided to the approval of the Senior Leader City Development, demonstrating a continuous pedestrian path connecting the Public Open Space to Jingers Creek Reserve. The design must include details of path alignment, surface treatments, gradients, and construction methods sufficient to ensure the path is safe, accessible, and suitable for long-term public use, having regard to site constraints.

5. LANDSCAPE PLAN - PUBLIC OPEN SPACE

Prior to the commencement of works, a Landscape Plan for the Public Open Space (lot 106) must be submitted to the approval of the Senior Leader City Development. The plan must include an appropriate planting schedule that reflects the site's pre-settlement vegetation communities, local species composition, and broader ecological context. The Landscape Plan must also detail site preparation, planting methods, and establishment and maintenance requirements to ensure successful revegetation outcomes.

6. AMENITY

The construction of the development permitted by this permit must not unreasonably 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. 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.

8. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2025/00303-LCC, dated 11 April 2025 and attached to the permit.

9. HOURS OF CONSTRUCTION

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

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

10. STORMWATER WATER QUALITY

Prior to the engineering design approval, the applicant must submit a detailed design report and documentation for the on-site stormwater quality management system incorporating Water Sensitive Urban Design (WSUD) measures. The report and design must:

- a) Achieve the following stormwater treatment performance targets:
- 90% reduction in the average annual load of litter/gross pollutants
 - 80% reduction in the annual average load of total suspended solids (TSS)
 - 45% reduction in the annual average load of total phosphorus (TP)
 - 45% reduction in the annual average load of total nitrogen (TN)
- b) Include a stormwater solid settling device and/or constructed wetland swale.
- c) Be prepared by a suitably qualified professional with experience in WSUD and stormwater treatment systems.
- d) Include an ongoing maintenance and management plan.

Note: Council will not operate or maintain infrastructure on private property. The property owner is responsible for regular maintenance to ensure the system continues to perform as intended over its design life.

11. STORMWATER MANAGEMENT STRATEGY

Prior to the endorsement of the Engineering Plans, a Detailed Stormwater Management Strategy (DSMS) must be prepared by a suitably qualified engineer and submitted to Council for approval.

The DSMS must demonstrate compliance with Council's water quantity performance requirements for the proposed subdivision, including but not limited to:

- a) Detailed hydraulic modelling for all relevant design storm events, including the 10% AEP event.
- b) Assessment of downstream impacts on the existing Council stormwater network and receiving environment.
- c) identification of required works including the upsizing or duplication to the existing network.

The use of multiple stormwater discharge points such that a portion of the catchment is directed to the southern discharge point and a portion is discharged to the existing northern stormwater network is acceptable to manage flows.

Where the DSMS incorporates the provision of onsite detention on individual lots, such provisions, detailing the design parameters and ongoing maintenance responsibility shall be detailed in an agreement made pursuant to Section 71 of the Land Use Planning and Approvals Act 1993 registered on the titles of said lots.

12. 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.

13. 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.

14. SOIL AND WATER MANAGEMENT CONTROL PLAN

Prior to the commencement of works, a site management plan must be submitted detailing how soil and water must be managed on the site during the construction process. The management plan must include the following:

- a. Allotment boundaries, contours, approximate grades of slope and directions of fall.
- b. Location of adjoining roads, impervious surfaces, underground services and existing drainage.
- c. Location and types of all existing natural vegetation, the proposed location of topsoil stockpiles and the limit of clearing, grading and filling.
- d. Critical natural areas such as drainage lines, cliffs, wetlands and unstable ground.
- e. The estimated dates for the start and finish of the works.
- f. The erosion control practices to be used on the site such as cut off drains, fencing off areas to be undisturbed, revegetation program and so on.
- g. The sediment control practices to be used on site such as silt fencing, stabilised site access, filter screens for inlets to the drainage system, sediment traps and so on.
- h. Timing of the site rehabilitation or landscaping program.
- i. Outline of the maintenance program for the erosion and sediment controls.

Works must not commence prior to the approval of the Soil and Water Management Control Plan by the Executive Leader Community Assets and Design. The Plan must be implemented and maintained during construction to ensure that soil erosion is to be appropriately managed.

15. 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.

16. SECTION 71 AGREEMENT - RAINWATER TANK

Where part of the detailed stormwater management strategy, the owner, under Section 71 of the *Land Use Planning and Approvals Act 1993*, must enter into an agreement with the Launceston City Council to the effect that:

- a. For all lots created by the subdivision, rainwater tanks must be installed, designed, constructed, and maintained to capture roof runoff and achieve an approximate 50% reduction in peak stormwater flow for the 20% Annual Exceedance Probability (AEP) event or an alternative level of performance as demonstrated through detailed hydraulic modelling to the satisfaction of Council.
- b. The rainwater tanks must be retained, maintained, and kept operational by the lot owner(s) at all times to ensure ongoing compliance with Clause a.
- c. This agreement shall be placed on the Certificates of Title for all residential lots in accordance with Section 78 of the *Land Use Planning and Approvals Act 1993*.
- d. All reasonable costs associated with the preparation, execution, and registration of this agreement shall be borne by the Owner/Applicant.

17. RETICULATED SERVICES

Prior to the commencement of the use, reticulated water, sewerage and electricity must be available to each lot shown on the endorsed plans.

18. SUBMISSION AND APPROVAL OF PLANS

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

- a. include all infrastructure works required by the permit or shown in the endorsed plans and specifications including:
 - i. Electricity infrastructure including street lighting.
 - ii. Communications infrastructure and evidence of compliance with the 'fibre-ready' requirements of National Broadband Network.
- b. be prepared strictly in accordance with the Tasmanian Infrastructure Design Guidelines and the LGAT-IPWEA Tasmanian Standard Drawings applicable at the date of submission of the plans.
- c. be prepared by a suitably qualified and experienced engineer or Engineering Consultancy.
- d. be accompanied by:
 - i. an estimate of the construction cost of the future public works together with a schedule of the major components and their relevant costs; and
 - ii. a fee of 1.5% of the public works estimate (or a minimum of \$250). Such fee covers assessment of the plans and specifications, audit inspections and Practical Completion & Final inspections.

19. CONSTRUCTION OF WORKS

Private and public infrastructure works must be constructed in accordance with plans and specification approved by the Executive Leader Community Assets and Design.

The required infrastructure works must be as shown in the application documents and endorsed plans and modified by the approval of the detailed engineering drawings and specifications. Works must include:

- a. Stormwater
 - i. Provision of a public drainage system to drain all roadways, footpaths and nature strips within the road reserves and all land draining onto the road reserve,
 - ii. The provision of a DN 100 connection to the lowest point of each lot,
 - iii. Provision of an overland flow path for flows up to a 100-year ARI storm event.

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- b. Roads - Extension of Techno Park Drive
 - i. Provision of fully constructed road to match the existing construction of Techno Park Drive (8.9m face of kerb to face of Kerb) for the entire length of all the property frontages, complete with KC type kerb and channel,
 - ii. Provision of a 1500 mm wide footpath located on both sides of the existing road in front of 10 Techno park drive and all necessary pedestrian kerb ramps,
 - iii. Where transitioning from existing mountable KCM type kerb, transitions shall be smooth and occur at changes in direction or at the interface of pits, kerb ramps or the like.
 - c. Roads - Road 1
 - i. Provision of a fully constructed road 8.9 metres wide (measured from the face of kerb to the face of kerb) for the entire length of all the property frontages, complete with KC type kerb and channel,
 - ii. Provision of a 1500mm wide footpath located on both side of all other roads and all necessary pedestrian kerb ramps,
 - iii. Provision of a single vehicular crossing for each lot within the subdivision with its primary frontage to Road 1,
 - iv. Provision of an 18-metres diameter sealed turning head measured to the face of kerb,
 - v. all necessary line marking, signage and other traffic control devices.
 - d. Roads - One way connecting link
 - i. Provision of a fully constructed connecting link 4.5 metres wide (measured from the face of kerb to the face of kerb) for the entire length of all the property frontages to the court of Woolven Street complete with KC type kerb and channel, suitable for one way traffic and pedestrians,
 - ii. Provision of a 1500mm wide footpath located on both side of all connecting link and all necessary pedestrian kerb ramps,
 - iii. Provision of suitability sized vehicular crossing for each lot within the subdivision with its primary frontage to connecting link,
 - iv. all necessary line marking, signage and other traffic control devices.
 - v. Where the road transitions from Woolven Court to the connecting link road (KCM), the transition shall be smooth and occur at changes in direction or at interfaces with pits, kerb ramps, or similar infrastructure.
 - e. Roads - Road 2
 - i. Provision of a fully constructed road 8.9 metres wide (measured from the face of kerb to the face of kerb) for the entire length of all the property frontages, complete with KC type kerb and channel,
 - ii. Provision of a 1500mm wide footpath located on both side of all other roads and all necessary pedestrian kerb ramps,
 - iv. Provision of a single vehicular crossing for each lot within the subdivision with its primary frontage to Road 2,
 - v. Provision of an 18-metre diameter sealed turning head measured to the face of kerb,
 - vi. Provision of all necessary line marking, signage and other traffic control devices.
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- f. Roads - Road 3 and Road 4
 - i. Construction of a 9 metre (minimum) diameter roundabout with a 4-metre diameter raised central core and a 19 metre (nominal) diameter kerb line at cross intersection complete with all necessary splitter islands, or any other endorsed treatment,
 - ii. Provision of a fully constructed road 8.9 metres wide (measured from the face of kerb to the face of kerb) for the entire length of all the property frontages, complete with KC type kerb and channel,
 - iv. Provision of a 1500mm wide footpath located on both side of all other roads and all necessary pedestrian kerb ramps,
 - iv. Provision of a single vehicular crossing for each lot within the subdivision,
 - v. Provision of a sealed temporary turning head of a suitable size for incomplete roads,
 - vi. Provision of all necessary line marking, signage and other traffic control devices.
- g. Public Open
 - i. All public open space lots must be landscaped, provided with works to restrict traffic, provided with a 25mm water connection, connecting footpaths and all necessary drainage.
- h. Electricity, Communications & Other Utilities
 - i. An underground reticulated electricity system and public street lighting scheme must be provided to service all lots and installed to the approval of the Responsible Authority,
 - ii. An underground telecommunications system must be provided to service all lots and installed to the approval of the Responsible Authority,
 - iii. Provision of a suitably sized conduit/corridor for the future provision of broadband internet infrastructure.

All construction works must be undertaken in accordance with the Tasmanian Infrastructure Design Guidelines and LGAT-IPWEA Standard Drawings. These documents specify:

1. Construction requirements,
2. Appointment of a suitably qualified Supervising Engineer to supervise and certify construction works, arrange Council Audit inspections and other responsibilities,
3. Construction Audit inspections,
4. Practical Completion and after a 12 months defects liability period the Final Inspection & Hand-Over.

20. CONSTRUCTION DOCUMENTATION

At the time of practical completion for the public works, the developer must provide Council with construction documentation sufficient to show that the works are completed in accordance with Council standards and are locatable for maintenance or connection purposes. The construction documentation is to consist of:

- a. An "as constructed" plan in accordance with Council's standard requirements for as constructed drawings. A separate copy of the requirements is available upon request.
- b. A Closed Circuit Television inspection report for all stormwater drains constructed or incorporated in the works.

- c. Compaction and soil test results for all earthworks or pavement works.
- d. An engineer's certificate that each component of the works comply with the approved engineering plans and Council standards.

21. EASEMENTS

Easements are required over all Council and third-party services located in private property. The minimum width of any easement must be 3 metres for Council (public) mains. A greater width will be required where the internal diameter of the pipe is greater than 475 mm or where the depth of the pipe exceeds 2.1 metres. A lesser width may be approved for a private service prior to the lodgement of a final plan of survey.

22. SEALING PLANS OF SUBDIVISION

No Plan of Survey shall be sealed until the following matters have been completed to the satisfaction of the Executive Leader Community Assets and Design:

- a. The satisfactory completion of all public infrastructure works required by the planning permit.
- b. The provision of written evidence of the completion of third party services including connections to the electricity supply, telecommunications infrastructure and TasWater infrastructure, from the responsible service provider.
- c. The provision of engineering certification and as constructed documentation in accordance the Council requirements.
- d. The subsequent issue of a Certificate of Practical Completion by the Executive Leader - Community Assets and Design for those works that will vest with the City of Launceston (Roads and Stormwater infrastructure).
- e. The lodgement of a bond and bank guarantee/cash deposit for the duration of the Defect Liability Period.
- f. Any other payment or action required by a planning permit condition to occur prior to the sealing of the Final Plan of Survey.

23. CONVEYANCE OF ROADS

All roads in the Subdivision must be conveyed to the Council upon the issue by the Executive Leader Community Assets and Design, of the Certificate under Section 10 (7) of the *Local Government (Highways) Act 1962*. All costs involved in this procedure must be met by the Subdivider.

24. CONVEYANCE OF PUBLIC OPEN SPACE

All public open space lots in the Subdivision must be conveyed to the Council upon the issue of titles. All costs involved in this procedure must be met by the Subdivider.

25. COMPLETION OF WORKS

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

26. AS CONSTRUCTED PLANS

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

27. 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.

28. RESERVES, PARKS & GARDENS BY-LAW

Pursuant to Clause 7 (7) of City of Launceston By-law, Reserves, Parks and Gardens By-law No.4 of 2009, boundary fences abutting the public open space (Woods Reserve) are not permitted to have any openings or gates allowing pedestrian or vehicular access to or from the private property into the reserve. No approval for such an access is given and failure to comply with this condition may result in the issue of a fine pursuant to the by-law.

29. PROTECTION OF EXISTING TREES

Existing trees identified for retention on the subject land must be retained and must not be damaged, removed, destroyed or lopped without the written consent of the Council. Such trees must be satisfactorily protected both by the design of the building and during construction work by barriers and similar devices in accordance with *Australian Standard 4970 Protection of Trees on Development Sites to Protect Existing Trees*.

Tree protection works and barriers must be installed prior to the commencement of works and maintained for the duration of all subdivision and construction activities.

30. 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 DA0100/2025. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

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

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

B. Restrictive Covenants

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

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

C. Appeal Provisions

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

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

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

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. Threatened species

Proposed removal of existing native vegetation, includes vegetation identified as possible habitat for endangered species should be undertaken with regard to the recommendations of the endorsed Natural Values Surveys, including the requirement for further approvals.

REPORT:

1. THE PROPOSAL

It is proposed to subdivide the land at 12 Techno Park Drive into 106 lots, which will comprise 104 residential lots, and one road lot and one public open space lot.

The lot sizes are generally between 450m² and 700m², with a small number of smaller lots, around 335m², intended for conjoined style development and a small number of larger lots, up to approximately 2,200m², which may be developed for larger dwellings or potentially, multiple dwellings.

The proposed road network will traverse the site and connect to Techno Park Drive to the north and south of the school at 10 Techno Park Drive. It will provide lots along the western and southern boundaries of the school site. Infrastructure works, including stormwater, water, sewer, communications, power, landscaping, footpaths and crossovers to the lots, are included in the proposal.

Existing agricultural infrastructure will be demolished and several trees will be removed. (see Landscape Tree Removal Plan revision P02, and Landscape General Arrangement Plan, revision P02, which show the trees to be removed and those to be retained).

The Public Open Space (POS) lot has an area of 18,634m² and is located in the south-eastern corner of the site, extending west to meet the Youngtown Oval Recreation Ground. The POS adjoins 12 Jingers Drive, which is owned by the City of Launceston and provides a walkway to the recreation ground. This POS parcel is significantly larger than what would nominally be required (e.g. 5% contribution = 5,230m²) and includes the area in the south-eastern corner identified as a no-build area in the Geotechnical and Landslip Risk Assessment.

It is intended that the subdivision will be developed in a single stage, with all works to be completed prior to titles being issued.

The proposal is for subdivision only and does not include any use.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



12 Techno Park Kings Meadows (not to scale)

Background

The proponents provided the following background statement:

Recognising housing shortage and affordability issues, the Tasmanian Government introduced the *Housing Land Supply Act 2018* (HLSA), which enabled the Minister to rezone certain publicly owned land for residential development.

The subject site is a former live animal quarantine station that was initially considered “future residential” but was rezoned to Particular Purpose in the 1990s with the intention to

create a smart industries hub. After some initial investment, mostly from the public sector, progress slowed, and no smart tech industry established. Today there are still five vacant parcels of land, including the Subject site, which have been promoted by the government since at least 2016.

The Subject site was declared housing land supply in 2024 and rezoned to the General Residential Zone and vested in the Director of Housing under the HLSA. It is anticipated that following the subdivision, Housing Tasmania would then be responsible for ensuring all reasonable steps are taken to provide development for housing on the Subject site.

The Site

The subject site is an irregularly shaped lot of approximately 10.46 hectares. It is located on the western side of the Techno Park area, wrapping around the north, west and south of the existing school and extending to the rear of existing residential development to the north and west and the existing public open space at 12 Jinglers Drive.

The site is able to connect to the public water, sewer and stormwater services.

Road connections are available from Techno Park Drive, Jinglers Drive and Woolven Street. (The proposal does not include a connection to Jinglers Drive, and the connection to Woolven Street is intended to operate as one way, entry only).

The land falls from west to east, generally with a varying gradient of around 10% - 15% and steepening to around 20% in the south-eastern corner.

The site is currently used as pasture and contains a number of mature eucalypt trees. Existing development is limited to agricultural infrastructure such as fences and outbuildings.

The site is not currently serviced by the Metro bus service, with the closest bus stops located in Woolven Street and at the junctions of Hobart Road and Quarantine Road to the north-west, and Opossum Road and Quarantine Road to the north-east.

The Surrounding Area

The Techno Park area, generally east of the site, includes an existing school, child care centre, community care facility, call centres, and office buildings for Tas Rail and Forico. Otherwise, the site is surrounded by residential development.

Land to the north and west of the site is zoned General Residential. The land to the north is dominated by multiple dwelling development, whilst the land to the west is mainly developed for single dwellings. To the south-west, the site borders the Youngtown Oval Recreation Ground, and south of this is further land zoned General Residential, also mainly developed for single dwellings.

To the south-east, the adjoining land is largely zoned Open Space, and the land beyond is zoned Low Density Residential and developed for single dwellings.

3. PLANNING SCHEME REQUIREMENTS

The full assessment against the Tasmanian Planning Scheme - Launceston is provided in Attachment 1. The following section provides an assessment of the application's discretionary components:

3.1 Zone Purpose

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 site was declared as housing land supply, pursuant to the *Housing Land Supply Act 2018*, and rezoned to General Residential. The proposal to create 104 residential lots of various sizes is consistent with the purpose of the zone to provide for residential use or development accommodating a range of dwelling types.

8.6.1 Lot design

That each lot:

- (a) has an area and dimensions appropriate for use and development in the zone;
- (b) is provided with appropriate access to a road;
- (c) contains areas which are suitable for development appropriate to the zone purpose, located to avoid natural hazards; and
- (d) is orientated to provide solar access for future dwellings.

Consistent

A1 Each lot, or a lot proposed in a plan of subdivision, must:

- (a) have an area of not less than 450m² and:
 - (i) be able to contain a minimum area of 10m x 15m with a gradient not steeper than 1 in 5, clear of:
 - a. all setbacks required by clause 8.4.2 A1, A2 and A3, and 8.5.1 A1 and A2; and
 - b. easements or other title restrictions that limit or restrict development; and
 - (ii) existing buildings are consistent with the setback required by clause 8.4.2 A1, A2 and A3, and 8.5.1 A1 and A2;
- (b) be required for public use by the Crown, a council or a State authority;
- (c) be required for the provision of Utilities; or
- (d) be for the consolidation of a lot with another lot provided each lot is within the same zone.

Relies on Performance Criteria

Whilst most of the proposed lots satisfy the acceptable solution requirements, twelve lots (Lots 2-4, 27-30, 47-49 and 102-103) do not meet the prescribed minimum lot size of 450m². Performance criteria are relied upon.

P1 Each lot, or a lot proposed in a plan of subdivision, must have sufficient useable area and dimensions suitable for its intended use, having regard to:

- (a) the relevant requirements for development of buildings on the lots;
- (b) the intended location of buildings on the lots;
- (c) the topography of the site;
- (d) the presence of any natural hazards;
- (e) adequate provision of private open space; and
- (f) the pattern of development existing on established properties in the area.

Complies

Having regard to the prescribed matters, each lot is considered to have sufficient useable area and dimensions suitable for its intended use.

- (a) the relevant requirements for development of buildings on the lots;

Perhaps the most relevant factor here is that the land being subdivided has been identified in the Housing Land Orders as land suitable to assist in addressing the housing shortage throughout Tasmania.

Housing Tasmania have specifically proposed a subdivision with a significant number of smaller lots in an effort to reduce land costs and thus promote affordable housing.

As part of this concept, Lots 27 - 30 are specifically intended to encourage conjoined housing and encouraging a mix of housing types throughout the subdivision area. The site plan demonstrates that the other lots, less than 450m², are all capable of containing a 10m x 15m building envelope.

- (b) the intended location of buildings on the lots;

It is likely that buildings on these lots, as demonstrated by the building envelopes shown in the site plan, will be towards the front of the lots as is common practice. This would not prevent someone from choosing to locate their dwelling further back on a lot.

- (c) the topography of the site;

The building envelopes, included in the site plan, maintain a gradient of less than 1:5, consistent with the acceptable solution.

- (d) the presence of any natural hazards;

Natural hazards, such as Bushfire Hazard and Landslip Hazard are identified overlays in the scheme. The proponents have provided reports, prepared by suitably qualified persons to confirm that the proposed lots are acceptable. These reports are further addressed under consideration of the codes later in this report.

- (e) adequate provision of private open space;

All lots retain sufficient area outside the building envelopes for the provision of private open space to meet the reasonable needs of residents.

- (f) the pattern of development existing on established properties in the area.

The subject site is a greenfield residential site. It is bordered on the east by larger scale commercial, educational and health care business in the original Techno Park

development area. To the south are low density residential lots, many containing substantial houses. To the west is post-war residential development featuring mainly single dwellings on lots around 700m², and to the north, fronting to Quarantine Road, is a residential strip dominated by multiple dwelling development.

Having regard to the above, it is considered that the proposed lots have sufficient useable area to meet the reasonable needs of their intended residential use and contribution towards addressing the existing housing shortage, particularly for affordable and social housing.

A2 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must have a frontage not less than 12m.

Relies on Performance Criteria

Whilst most of the proposed lots satisfy the acceptable solution requirements, six lots (Lots 27-30, and 52-53) do not meet the prescribed minimum 12m frontage. Performance criteria are relied upon.

P2 Each lot, or a lot proposed in a plan of subdivision, excluding for public open space, a riparian or littoral reserve or Utilities, must be provided with a frontage or legal connection to a road by a right of carriageway, that is sufficient for the intended use, having regard to:

- (a) the width of frontage proposed, if any;
- (b) the number of other lots which have the land subject to the right of carriageway as their sole or principal means of access;
- (c) the topography of the site;
- (d) the functionality and useability of the frontage;
- (e) the ability to manoeuvre vehicles on the site; and
- (f) the pattern of development existing on established properties in the area, and is not less than 3.6m wide.

Complies

Having regard to the prescribed matters, each lot is considered to be provided with a frontage that is sufficient for its intended use:

- (a) the width of frontage proposed;

Lots 27-30, which are intended to promote diversity in building design through terraced or conjoined forms, each have a 10m frontage, whilst Lots 52 and 53 have 11.3m and 9.2m frontages respectively. The proposal plan clearly demonstrates that each lot is able to support a single driveway.

As the purpose of the subdivision is to provide for and promote future residential development, and as most lots will likely be developed for single dwellings, a single driveway is considered adequate. Noting that Lot 53 has an area of 2271m² and may therefore become the subject of a future multiple dwelling proposal, the proposed frontage of 9.2m is still adequate for a 4.5m crossover, as required at Table C2.2, to cater for additional car parking and thus additional vehicle movements.

- (b) the number of other lots which have the land subject to the right of carriageway as their sole or principal means of access;

Access via right of way is only proposed for the existing dwelling at 40 Woolven Street.

- (c) the topography of the site;

The land generally falls from west to east across the site. The gradient at the access point for Lots 27-30 is around 9%, and at Lots 52-53 the gradient is around 11%. These gradients are well within the applicable Australian Standard for driveway access.

(d) the functionality and useability of the frontage;

The proposed subdivision is a greenfield site and new roads and accesses will be constructed to applicable design standards and will thus be both functional and useable.

(e) the ability to manoeuvre vehicles on the site; and

It is anticipated that the residential lots will be developed predominately for single dwellings, which will make provision for appropriate parking of vehicles in accordance with the Parking and Sustainable Transport Code of the scheme. Each lot will be provided with suitable access to promote the manoeuvring of vehicles onto and off the lot.

(f) the pattern of development existing on established properties in the area,

The dominant residential pattern in the surrounding area is for single dwellings with off-street parking. The proposed residential lots are consistent with this.

None of the proposed lots have a frontage of less than 3.6m, and the performance criteria are considered to be met.

A4 Any lot in a subdivision with a new road, must have the long axis of the lot between 30 degrees west of true north and 30 degrees east of true north.

Relies on Performance Criteria

The proposal includes a new road network to facilitate the proposed 104 residential lots. The lots do not have the prescribed long axis orientation and performance criteria are relied upon.

P4 Subdivision must provide for solar orientation of lots adequate to provide solar access for future dwellings, having regard to:

- (a) the size, shape and orientation of the lots;
- (b) the topography of the site;
- (c) the extent of overshadowing from adjoining properties;
- (d) any development on the site;
- (e) the location of roads and access to lots; and
- (f) the existing pattern of subdivision in the area.

Complies

Having regard to the prescribed matters, it is considered that the subdivision provides for solar orientation of lots adequate to provide solar access for future dwellings.

(a) the size, shape and orientation of the lots;

Of the proposed 104 residential lots, 54 are broadly compliant, with their long axis only slightly beyond 30 degrees west of north, and have lot areas, with the exception of Lots 27-30 proposed for small conjoined development, of some 450m² to 550m². The other 50 lots are more generally aligned with the short axis similarly or more westerly aligned, and also include a wider range of lot sizes generally between 450m² and 700m², with a few outliers as low as 397m² and as high as 2271m².

- (b) the topography of the site;

The subject site is on a slope falling generally west to east and the lots and road layout have been designed with regard to this. The sloping site promotes opportunities for solar access.

- (c) the extent of overshadowing from adjoining properties;

There is only minimal overshadowing from adjoining properties at this time.

- (d) any development on the site;

Notwithstanding some agricultural infrastructure, the site is essentially vacant.

- (e) the location of roads and access to lots;

As an effectively greenfield site, the proposed subdivision includes the creation of new roads to service the proposed lots. The road layout has been designed having regard to the site characteristics and the objective of maximising lots suitable for affordable housing development.

- (f) the existing pattern of subdivision in the area.

Notwithstanding the predominantly smaller lot sizes proposed for the site, the pattern of the proposed subdivision, particularly in relation to orientation, is compatible with the existing pattern of subdivision in the surrounding residential area.

Given the above, the performance criteria are considered to be satisfied.

8.6.2 Roads

That the arrangement of new roads within a subdivision provides for:

- (a) safe, convenient and efficient connections to assist accessibility and mobility of the community;
- (b) the adequate accommodation of vehicular, pedestrian, cycling and public transport traffic; and
- (c) the efficient ultimate subdivision of the entirety of the land and of surrounding land.

Consistent

A1 The subdivision includes no new roads.

Relies on Performance Criteria

New roads are proposed and the performance criteria are relied upon.

P1 The arrangement and construction of roads within a subdivision must provide an appropriate level of access, connectivity, safety and convenience for vehicles, pedestrians and cyclists, having regard to:

- (a) any road network plan adopted by the council;
- (b) the existing and proposed road hierarchy;
- (c) the need for connecting roads and pedestrian and cycling paths, to common boundaries with adjoining land, to facilitate future subdivision potential;
- (d) maximising connectivity with the surrounding road, pedestrian, cycling and public transport networks;
- (e) minimising the travel distance between key destinations such as shops and services and public transport routes;
- (f) access to public transport; the efficient and safe movement of pedestrians, cyclists and public transport;

- (g) the need to provide bicycle infrastructure on new arterial and collector roads in accordance with the Guide to Road Design Part 6A: Paths for Walking and Cycling 2016;
- (h) the topography of the site; and
- (i) the future subdivision potential of any balance lots on adjoining or adjacent land.

Complies

Having regard to the prescribed matters, the arrangement and construction of roads within the proposed subdivision provides an appropriate level of access, connectivity, safety and convenience for vehicles, pedestrians and cyclists:

- (a) any road network plan adopted by the council;

This is a greenfield site and there is not currently an adopted road network plan for the site.

- (b) the existing and proposed road hierarchy;

The proposed subdivision includes proposed local roads that will link with the existing Techno Park Drive, feeding into Quarantine Road. The road hierarchy will not be altered beyond the addition of these local roads.

- (c) the need for connecting roads and pedestrian and cycling paths, to common boundaries with adjoining land, to facilitate future subdivision potential;

There is limited potential for further subdivision of this site.

- (d) maximising connectivity with the surrounding road, pedestrian, cycling and public transport networks;

The proposed layout maximises vehicular, pedestrian and cycle connectivity where possible, noting that vehicle access via Woolven Street is limited and discouraged given the existing Woolven Street constraints, particularly with regard to access at the Woolven Street and Hobart Road junction. Pedestrian and cycle access are available to Woolven Street and the Youngtown Oval and Recreation Ground. Otherwise, all access linkages are to Techno Park Drive and ultimately Quarantine Road.

- (e) minimising the travel distance between key destinations such as shops and services and public transport routes;

The subject site is located adjacent to Quarantine Road, which is a major east-west link road between the Midland Highway and the Tasman Highway and provides convenient links to the broader Launceston suburbs. Most shops and services are available relatively closely in Kings Meadows.

- (f) access to public transport;

The Metro bus service does not currently service the site directly. However, Metro bus stops are available in Woolven Street and at the Opossum Road and Hobart Road ends of Quarantine Road. Taxis and Uber frequently service the immediate area.

- (g) the efficient and safe movement of pedestrians, cyclists and public transport;

The proposed road network will be constructed in accordance with applicable standards to provide for efficient and safe movement of pedestrians, cyclists and public transport.

- (h) the need to provide bicycle infrastructure on new arterial and collector roads in accordance with the Guide to Road Design Part 6A: Paths for Walking and Cycling 2016;

The proposal does not include new arterial or collector roads.

- (i) the topography of the site;

The site falls generally west to east. The proposed road network is designed with regard to this slope and the requirement for appropriate grades to facilitate access, cycling and walking.

- (j) the future subdivision potential of any balance lots on adjoining or adjacent land.

The proposal does not include any balance land. Any future development of adjacent land will be reliant upon the existing road network, not the network proposed for this subdivision.

Based on the above, the performance criteria are considered to be satisfied.

C9.0 Attenuation Code

The purpose of the Attenuation Code is:

C9.1.1 To minimise adverse impacts on the health, safety and amenity of sensitive use from activities which have the potential to cause emissions.

C9.1.2 To minimise the likelihood for sensitive use to conflict with, interfere with, or constrain, activities which have the potential to cause emissions.

Consistent

C9.6.1 Lot design

To provide for subdivision so that a lot intended for a sensitive use:

- (a) is located to avoid an activity with potential to cause emissions and enable appropriate levels of amenity; and
- (b) does not conflict with, interfere with or constrain an existing activity with potential to cause emissions.

Consistent

A1 Each lot, or a lot proposed in a plan of subdivision, within an attenuation area must:

- (a) be for the creation of separate lots for existing buildings;
- (b) be for the creation of a lot where a building for a sensitive use can be located entirely outside the attenuation area; or
- (c) not be for the creation of a lot intended for a sensitive use.

Relies on Performance Criteria

The 300m wide attenuation areas, measured from the boundaries of the Carr Villa site (Crematoria) and the Metal Coat premises at 4 Quarantine Road (Surface Coating), extend over the northern half of the subject site. As the subdivision is for the purpose of creating lots intended for sensitive uses (i.e. residential use of dwellings), reliance on the performance criteria is required.

P1 Each lot, or a lot proposed in a plan of subdivision, within an attenuation area must not result in the potential for a sensitive use to be impacted by emissions, having regard to:

- (a) the nature of the activity with the potential to cause emissions, including:
 - (i) operational characteristics of the activity;
 - (ii) scale and intensity of the activity; and
 - (iii) degree of emissions from the activity; and
- (b) the intended use of the lot.

Complies

Having regard to the prescribed matters, the lots proposed to be created within the attenuation areas will not result in sensitive uses being unreasonably impacted by emissions from the activities that give rise to the attenuation areas.

- (a) the nature of the activity

The Carr Villa Crematorium is the first municipally operated crematorium in Australia and has been operating on this site since 1939. An emissions report, prepared by suitably qualified persons at the time of the Gilmont Close subdivision, determined that emissions from the crematorium did not have an adverse impact on surrounding dwellings. Similarly, Metal Coat is located at the fringe of the 300m attenuation distance and is already surrounded by established dwellings without any ongoing concern.

- (b) the intended use of the lot

The lots are intended for future dwellings.

C15.0 Landslip Hazard Code

The purpose of the Landslip Hazard Code is:

C15.1.1 To ensure that a tolerable risk can be achieved and maintained for the type, scale and intensity and intended life of use or development on land within a landslip hazard area.

Consistent

The subject site is mapped to show areas of low and medium landslip hazard.

C15.6.1 Building and works within a landslip hazard area

That building and works on land within a landslip hazard area can:

- (a) minimise the likelihood of triggering a landslip event; and
- (b) achieve and maintain a tolerable risk from a landslip.

Consistent

A1 No Acceptable Solution

Relies on Performance Criteria

P1.1 Building and works within a landslip hazard area must minimise the likelihood of triggering a landslip event and achieve and maintain a tolerable risk from landslip, having regard to:

- (a) the type, form, scale and intended duration of the development;
- (b) whether any increase in the level of risk from a landslip requires any specific hazard reduction or protection measures;
- (c) any advice from a State authority, regulated entity or a council; and
- (d) the advice contained in a landslip hazard report.

<p>Complies</p> <p>Having regard to the prescribed matters, the proposed building and works within a landslip hazard area minimise the likelihood of triggering a landslip event and achieve and maintain a tolerable risk from landslip:</p> <p>(a) the type, form, scale and intended duration of the development; The proposed subdivision will require substantial works for the construction of roads and associated infrastructure (e.g. water, sewer and stormwater). The duration of the works is yet to be determined.</p> <p>(b) whether any increase in the level of risk from a landslip requires any specific hazard reduction or protection measures; The Geotechnical and Landslide Risk Assessment (the landslip hazard report), prepared by suitably qualified persons (Geoton Pty Ltd), and provided as part of the advertised application documents, includes specific recommendations to reduce hazard and maintain a tolerable risk level.</p> <p>(c) any advice from a State authority, regulated entity or a council; No specific advice has been received from a State authority or regulated entity. Council infrastructure officers have not raised concern with the conclusions of the landslip hazard report.</p> <p>(d) the advice contained in a landslip hazard report. Section 12 of the landslip hazard report provides recommendations of actions to be undertaken. An appropriate condition requiring compliance with the recommendations of that report.</p> <p>Based on the above, the performance criteria are considered to be satisfied.</p>	<p>P1.2 A landslip hazard report also demonstrates that the buildings and works do not cause or contribute to landslip on the site, on adjacent land or public infrastructure.</p>
<p>Complies</p> <p>The landslip hazard report identifies that the subdivision can be undertaken with a tolerable risk and does not identify any new or increased risk on the subject site, or on adjoining land or public infrastructure.</p>	
<p>C15.7.1 Subdivision within a landslip hazard area</p>	
<p>That subdivision within a landslip hazard area does not create an opportunity for use or development that cannot achieve a tolerable risk from a landslip.</p>	
<p>Consistent</p>	
<p>A1 Each lot, or a lot proposed in a plan of subdivision, within a landslip hazard area, must:</p> <p>(a) be able to contain a building area, vehicle access, and services, that are wholly located outside a landslip hazard area;</p> <p>(b) be for the creation of separate lots for existing buildings;</p> <p>(c) be required for public use by the Crown, a council or a State authority; or</p> <p>(d) be required for the provision of Utilities.</p>	
<p>Relies on Performance Criteria</p> <p>Some of the proposed lots will not contain a building area wholly outside a landslip hazard area and performance criteria are relied upon.</p>	

P1 Each lot, or a lot proposed in a plan of subdivision, within a landslip hazard area must not create an opportunity for use or development that cannot achieve a tolerable risk from landslip, having regard to:

- (a) any increase in risk from a landslip for adjacent land;
- (b) the level of risk to use or development arising from an increased reliance on public infrastructure;
- (c) the need to minimise future remediation works;
- (d) any loss or substantial compromise, by a landslip, of access to the lot on or off site;
- (e) the need to locate building areas outside the landslip hazard area;
- (f) any advice from a State authority, regulated entity or a council; and
- (g) the advice contained in a landslip hazard report

Complies

Having regard to the prescribed matters, the Geotechnical and Landslide Risk Assessment, prepared by Geoton Pty Ltd specifically advises that a tolerable level of risk can be achieved for the proposed lots, including infrastructure and roadworks, provided the works on the site are undertaken in accordance with the principles of good hillside practice and the recommendations provided at Section 12 of their report.

Relevantly, a condition is proposed to require compliance with the recommendations of that report.

4. REFERRALS

REFERRAL	COMMENTS	
INTERNAL		
Infrastructure Development	Conditions recommended.	
Environmental Health	Conditions recommended.	
Heritage/Urban Design	N/A	
Building and Plumbing	Standard conditions recommended for the permit.	
EXTERNAL		
TasWater	Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA 2025/00303-LCC, dated 11 April 2025	
State Growth	N/A	
TasFire	N/A	
Tas Heritage Council	N/A	
Crown Land	N/A	
TasRail	N/A	

EPA	N/A	
TasNetworks	Referral sent; no response received.	

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 January 2026 to 21 January 2026. 33 representations were received. The issues raised are summarised in the following table. All representations received for this application were circulated to Councillors.

Comment

Traffic - the junction of Techno Park Drive and Quarantine Road already has significant delays at peak times making right hand turn movements dangerous. This is not adequately reflected in the TIA.

Response

Following receipt of representations, Pitt & Sherry, the authors of the Traffic Impact Assessment, were asked to review their assessment and report in light of the matters raised. Relevantly, following further assessment and review, Pitt & Sherry concluded:

“The modelling results indicate that the right-turn movement from Techno Park Drive to Quarantine Road is the critical movement influencing the intersection performance under each scenario. The modelling summary of this right turn movement under each modelling scenario during the AM and PM peak hour is outlined in Table 13.

Table 13: Modelling Summary - Right-turn movement from Techno Park Drive to Quarantine Road

Scenario	Peak Hour	Degree of Saturation	Average Delay (sec)	Level of Service	95 th Percentile Queue (m)
Existing 2026	AM	0.449	35.6	E	11.4
Post Development		0.659	44.9	E	19.6
10-years Post Development		1.351	402.8	F	157.2
10-years No Development		0.986	148.4	F	43.6
10-years Post Development: Roundabout		0.331	11.8	B	16.8
10-years No Development: Roundabout		0.239	11.6	B	11.5
Existing 2026	PM	0.242	22.8	C	5.8
Post Development		0.293	24.6	C	7.2
10-years Post Development		0.816	89.5	F	24.6
10-years No Development		0.694	69.4	F	18.3
10-years Post Development: Roundabout		0.311	11.9	B	14.3
10-years No Development: Roundabout		0.272	11.8	B	12.2

Under existing conditions, the movement experiences moderate delays during the AM peak period, while operating more efficiently during the PM peak hour. With development traffic included, delays and queue lengths increase slightly, particularly in the AM peak hour, however, the movement remains below capacity.

When network traffic growth is applied to produce the 10-years no development scenario, the right-turn movement is forecast to deteriorate significantly, with delays increasing to a LOS F operation. This indicates that long-term performance issues are

primarily driven by broader network traffic growth rather than the proposed development alone.

In the 10-year post-development scenario, the right-turn movement experiences further increase in delay and queue length, particularly during the AM peak period. While the development contributes to this increase, it occurs in the context of an already constrained movement under future background growth conditions.

Modelling of a roundabout at the intersection demonstrates a substantial improvement in right-turn performance under both the 10-year no development and 10-year post development scenarios. Delays are significantly reduced and queues remain short, indicating that a roundabout would provide a more efficient intersection control if future upgrades were to be considered.

Overall, the results show that while the right-turn movement becomes constrained over time due to general traffic growth, the development's contribution represents an incremental increase rather than the cause of long-term operational decline."

Comment

Traffic - The additional homes will result in hundreds of additional car movements and overwhelm the road network.

Response

The TIA, prepared by Pitt & Sherry, demonstrates that the proposed road network of the subdivision will maintain a high level of service and will not be overwhelmed.

Comment

Traffic - concern that traffic from the subdivision will cause unreasonable congestion in Woolven Street and other surrounding streets. Woolven Street is already difficult to traverse and has long delays at Hobart Road.

Response

Only limited access will be provided from Woolven Street, with appropriate signage required to prohibit entry to Woolven Street from the proposed subdivision for other than pedestrians and cyclists.

Comment

Traffic - The junction at Quarantine Road and Techno Park Drive should be upgraded - include a round-about.

Response

Following the representations, Pitt & Sherry, the authors of the TIA, have reviewed the assessment and its assumptions. It is their professional opinion that, regardless of the proposed subdivision and resultant residential development, the junction of Techno Park Drive and Quarantine Road will fail to provide an acceptable level of service, particularly for right hand turns into Quarantine Road, within approximately ten years. At that time, a roundabout or other intersection treatment is likely to become necessary. This is an issue Council will need to consider within the next five years and would likely require State and Federal funding assistance.

Comment

Safety - The development could have up to 200 children attending Youngtown Primary School and Kings Meadows High School. How will they get there safely.

Response

Children are safely transported to schools by parents, public transport, walking and cycling throughout the Launceston region. The individuals' choices on how to get to and from school are not addressed by the planning scheme.

Comment

Safety - Increased traffic and new junction opposite the Child Care Centre can lead to traffic issues and conflict with school children and other pedestrians.

Response

The proposed new junction with Techno Park Drive has clear and unobstructed vision of the junction with Jinglers Creek, the access to the Day Care Centre and the access to the TasRail offices. Techno Park Drive has a 50kph speed limit and the proposed junction is considered to be consistent with the safe and efficient use of the road network.

Comment

Boundary Security with the existing school - the developers should build a 2.1m boundary fence.

Response

The planning scheme does not prescribe specific fence heights or types between new and existing lots. There is no evidence to suggest that the subdivision creates any specific risk to the school or its students, indeed many schools operate throughout the Launceston area with more normal boundary fencing with their neighbours. If the school or, any other resident sharing a boundary, wishes to have a new or higher fence on their boundary, this is something they may wish to discuss with Homes Tasmania.

Comment

Construction noise - the development of the subdivision and the extended period of housing development will be very disruptive.

Response

The planning scheme cannot regulate the timing and duration of development works, beyond specific hours of the day during which works may be undertaken. Construction noise is a factor of urban and suburban development. Given the scale of the subdivision and the number of lots, it is inevitable that construction noise will be protracted. A standard condition will be imposed to ensure this does not unreasonably impact upon the surrounding amenity.

Comment

Overdevelopment - There are too many lots and the size of some is too small and out of character. Many of the smaller lots should be combined to reduce the total number of lots by at least 30%.

Response

The purpose of the General Residential zone is to promote residential development incorporating a range of dwelling types and styles. The proposed subdivision seeks to facilitate this whilst also maximising the lot yield and thereby contributing to addressing the ongoing housing shortage issue. Combining the smaller lots into larger lots would inevitably reduce their affordability. Conversely, larger lots are more likely to be developed for larger dwellings or targeted for multiple dwelling development, and would therefore make little difference to any perceived sense of overdevelopment.

Comment

Privacy and amenity - new dwellings will overlook back yards reducing privacy. So many dwellings, so close will increase noise and reduce the peace and amenity of the area.

Response

The General Residential Zone of the planning scheme includes a range of acceptable solutions and performance criteria to address privacy and amenity of adjoining sites when a particular site is being developed, for example, for a dwelling. These matters will be assessed at the time any future development application is lodged.

Comment

Privacy and amenity - The visual bulk of such densely packed dwellings is out of character with the surrounding area.

Response

Future dwelling development will be assessed against the provisions of the scheme at the time it is proposed. The surrounding character of the area includes low density residential development to the south and more closely spaced multiple dwelling development to the north.

Comment

Drainage - The site contains a natural spring. Stormwater flow will increase with removal of vegetation. The drainage design is insufficient.

Response

The conceptual drainage design has been reached through geotechnical assessment and technical workshops with Council's water engineering officers to determine suitable drainage solutions. The detailed engineering design work to implement this safely and efficiently and having regard to landslip and groundwater, will be undertaken for engineering approval prior to the commencement of works.

Comment

Environmental - The proposal will reduce habitat for the Masked Owl and Swift Parrot.

Response

Whilst the Natural Assets code does not apply to this site, the proponents supplied several Natural Values Surveys identifying potential roosting and nesting hollows and making recommendations for the methodology of their removal where necessary. A condition is included requiring regard to those recommendations.

Comment

Environmental - This is a loss of semi-natural habitat close to the school.

Response

The site has been used as grazing land for some time and prior to that formed part of the previous quarantine farm. The land has been identified by the State as land suitable for housing to address the ongoing shortage. Nevertheless, the proposal includes an 18,634m² parcel of land to be designated as public open space and it is proposed to include a permit condition requiring revegetation of much of this with native vegetation and thus encourage and maintain habitat links.

Comment

Social Housing - Such an increase in social housing will lead to anti-social behaviour.

Response

Homes Tasmania have advised that some 16 lots will be retained and developed for social housing. The remaining 88 lots will be targeted, in the first instance, for use through the State Government's Shared Equity Scheme.

Comment

Bushfire-prone land - The design relies on limited and congested evacuation routes and emergency vehicles may not be able to access the site.

Response

The proponents provided a Bushfire Hazard Management Report, prepared by suitably qualified persons, that concluded that both water supply and access were acceptable. Lot 20 is a deep lot and may have future applications requiring further bushfire hazard risk assessment. Such assessment will be undertaken if and when required.

Comment

Boundary Fences - Consideration should be given to the suitability and condition of existing boundary fences. Perhaps the proponents could replace these fences.

Response

Boundary fences are addressed by separate State legislation, and the planning scheme does not provide the opportunity to condition such a requirement.

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. DA0100/2025 12 Techno Park Drive Kings Meadows - Planning Scheme Assessment [11.2.1 - 12 pages]
2. DA0100/2025 - 12 Techno Park Drive Kings Meadows - Documents to be endorsed [11.2.2 - 526 pages]
3. DA0100/2025 - 12 Techno Park Drive Kings Meadows - TasWater SPAN [11.2.3 - 5 pages]

11.3. Development Application DA0312/2025 - 160-172A Bathurst Street - Change of Use to a Medical Centre, Physiotherapy Consultancy, and Gymnasium

FILE NO: DA0312/2025

AUTHOR: Jen Welch (Senior Town Planner)

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

DECISION STATEMENT:

To note that the Development Application DA0312/2025 - 160-172A Bathurst Street Launceston – Change of Use to a Medical Centre, Physiotherapy Consultancy, and Gymnasium was withdrawn on 4 February 2026. As a result, a decision on the matter is not required.

PREVIOUS COUNCIL CONSIDERATION:

Special Meeting - 23 December 2025 - Development Application DA0312/2025 - 160-172A Bathurst Street - Change of Use to a Medical Centre, Physiotherapy Consultancy, and Gymnasium.

Special Meeting - 8 January 2026 - Development Application DA0312/2025 - 160-172A Bathurst Street - Change of Use to a Medical Centre, Physiotherapy Consultancy, and Gymnasium.

RECOMMENDATION:

That Council:

1. notes that the Development Application DA0312/2025 - 160-172A Bathurst Street, Launceston - Change of Use to a Medical Centre, Physiotherapy Consultancy and Gymnasium, was withdrawn on 4 February 2026 by the applicant.
2. notes that as the application has been withdrawn by the applicant as per Recommendation 1, a determination for a permit in accordance with the *Land Use Planning and Approvals Act 1993* is not required.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

Not considered relevant to this report.

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:

Nil

12. ANNOUNCEMENTS BY THE MAYOR

12.1. Mayor's Announcements

FILE NO: SF2375

Thursday 8 January 2026

- Attended Lady Gowrie School Holiday Program, Launceston

Wednesday 14 January 2026

- Attended BBL Hobart Hurricanes v Brisbane Heat match, Hobart
- Media - Music in the Park

Thursday 15 January 2026

- Attended Hobart International - Tennis, Hobart
- Attended Speak Up Stay Chatty, Mental Health Fun Run with Matt Dingjan, Hobart

Monday 19 January 2026

- Meeting, Japan Consul General FURUKA Tokuro, Launceston

Tuesday 20 January 2026

- Attended Australian Open, Melbourne

Friday 23 January 2026

- Officiated Citizenship Ceremony, Launceston
- Officiated official opening - Royal Park, Skate Park, Launceston
- Media - Foo Fighters
- Media - Official Opening - Royal Park, Skate Park

Saturday 24 January 2026

- Attended Foo Fighters concert, Launceston

Sunday 25 January 2026

- Media - Foo Fighters success

Wednesday 28 January 2026

- Media - Transplant Games, Launceston
- Attended, Newstead College Awards Evening 2025, Launceston

Thursday 29 January 2026

- Officiated Festivale Launch, Launceston
- Media - Missing Wool Trophy

Friday 30 January 2026

- Attended Festivale, Launceston

Saturday 31 January 2026

- Officiated QVMAG ArtRage Selected Works 2025 exhibition opening.
- Attended Street Unity JAM PT2, Launceston

Sunday 1 February 2026

- Attended Bad Boy Bakery Official Opening, Launceston

Monday 2 February 2026

- Media - ABC radio, Country Hour. Missing Wool Trophy

Tuesday 3 February 2026

- Media - Seaport Mural

Wednesday 4 February 2026

- Media and Officiated - Ministerial Launch of the TEMT Kanamaluka/Tamar Infrastructure & Amenities Master Plan
- Attended Royal Flying Doctors Tasmania Scholarship Presentation, Launceston.
- Community Meeting, Evie - Water Conservation and Waste Management, Launceston

Thursday 5 February 2026

- Community Meeting, Evie - Water Conservation and Waste Management

Friday 6 February 2026

- Officiated Community Recognition Awards Presentation, Launceston
- Officiated CEO Performance Review Committee, Launceston
- Officiated City of Launceston Ordinary Meeting, Launceston

Sunday 8 February 2026

- Officiated Henley Regatta, Launceston

Monday 9 February

- Media - Soggy Bottom Regatta, Launceston
- Media - Hawthorn Football Club, Launceston

Wednesday 11 February

- Attended Tasmania Wineworks Official Opening, Launceston
 - Attended QVMAG, Arts Foundation Fundraising Event, Launceston
-

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 Councillors - Councillor L M McMahon - Walking Floor at Waste Centre - 5 February 2026

FILE NO: SF2375

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 5 February 2026 by Councillor L M McMahon, has been answered by the Team Leader Sustainability.

Question 1:

The travelator at the refuge centre has been out of action for quite some time. Do we have a time when that is going to be working again?

Response:

The walking floor is currently non-operational as the hydraulic ram pumps require replacing. There is an estimated 3 week timeframe for the new pumps to arrive and be installed.

In the meantime, the newly constructed additional sawtooth bin assists with managing transfer station loads.

The walking floor infrastructure is at the end of its asset life and a refurbishment project has commenced. Stage 1, to replace the struts and metal sliders on the floor, has been completed. Two additional compacting bins for the walking floor are currently being constructed.

ATTACHMENTS:

Nil

**14.1.2. Questions on Notice by Councillors - Councillor T G Walker - Councillors
Role in Enterprise Agreement Discussions - 5 February 2026**

FILE NO: SF2375

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 5 February by Councillor T G Walker, has been answered by the Chief Executive Officer.

Question 1:

Could the CEO explain the Councillors role in any decisions that are made in relation to the Enterprise Agreement versus the role of the administration?

Response:

Councillors do not negotiate directly during the Enterprise Agreement (EA) process.

Council's collective role, as strategic decision-makers, is the development, implementation, and monitoring of high level strategic objectives, financial, and policy frameworks, such as annual budget limits and in that context, should ensure that the final EA aligns with the budget priorities and strategic goals.

The Chief Executive Officer plays a central leadership role in overseeing the EA negotiations and setting bargaining priorities to support the Councils strategic objectives, financial capacity, and service delivery objectives, while balancing the needs of employees.

ATTACHMENTS:

Nil

**14.1.3. Questions on Notice by Councillors - Councillor R A I Marsden - 24hr
Paterson Street Toilet Locked - 5 February 2026**

FILE NO: SF2375

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 5 February 2026 by Councillor R A I Marsden, has been answered by the Team Leader Building Asset Management.

Question 1:

[Regarding the 24 hour toilets in both of the Paterson Street Carparks] I had an email from a visitor from Hobart tried to use the toilet, but it was locked without any notice on the door as to why it was locked. Why are the 24 hour toilets locked?

Response:

The City of Launceston works diligently to ensure all public facilities are appropriately maintained and accessible. In recent times, we have seen a growing number of facilities being locked from within and used as shelter overnight. In this instance, a member of the community had locked themselves inside the facility to use it as a shelter.

It is important that the City of Launceston is notified when these situations are identified, so they can be assessed and managed appropriately, ensuring facilities remain safe and accessible for the broader community.

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

16.1. Cultural Advisory Committee Meeting Report - 3 December 2025

FILE NO: SF7357

AUTHOR: Hannah Koch (Arts and Culture Officer)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To receive a report from the Cultural Advisory Committee Meeting held on 3 December 2025. The Committee in its discussions have not sought to provide any recommendations to Council at this time.

RECOMMENDATION:

That Council:

1. adopts the confirmed minutes from Cultural Advisory Committee Meeting on 1 October 2025; and
 2. receives the report from the Cultural Advisory Committee Meeting held on 3 December 2025; and
 3. receives the unconfirmed minutes from the Cultural Advisory Committee Meeting held on 3 December 2025.
-

REPORT:

Purpose of committee:

The primary purpose of the Cultural Advisory Committee (the Committee) is to work in collaboration with the Council to provide Councillors and employees with strategic advice and informed feedback on matters pertaining to cultural development in the City of Launceston and the implementation of the Cultural Strategy. It also assists in promoting awareness and understanding of arts and culture in the city.

Objective of committee:

Objectives of the Cultural Advisory Committee are to:

- provide advice and support for cultural development within the municipal area, consistent with the Council's strategies and policies, including the implementation of City of Launceston's Cultural Strategy 2020-2030.
- advocate for the arts in Launceston.
- facilitate communication and joint initiatives between local business and industry, educational institutions, community groups and the Council in arts and cultural related disciplines.
- provide high-level advice to the Council on matters relating to public art and other commissions in the City of Launceston.
- advise the Council on delivering inclusive and diverse cultural services.
- promote integration across other committees and advisory groups of Council such as, but not limited to, the Heritage Advisory Committee, the Youth Advisory Group, the Access Advisory Committee and Aboriginal Reference Group.

The confirmed minutes from the 1 October 2025 meeting are attached.

The unconfirmed minutes from the 3 December 2025 meeting are attached and will be presented to Council following confirmation at the next CAC meeting on 11 February 2026.

The Committee has no recommendations for Council at this time.

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

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.
Objective 1.1(c)	Expand Launceston's position as an arts and cultural hub by providing an environment for creative industries to thrive.

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:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. CAC Meeting Minutes December 2025 [**16.1.1** - 7 pages]
2. CAC Meeting Minutes October 2025 [**16.1.2** - 10 pages]

17. CONNECTIONS AND LIVEABILITY

17.1. Quarterly Report - Connections and Liveability

FILE NO: SF7708

AUTHOR: Anne Hemmingway (Executive Assistant - Connections and Liveability)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To receive a report about activities of the Connections and Liveability team between 1 October 2025 and 31 December 2025.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. receives the Connections and Liveability Team Quarterly Report for the period 1 October 2025 and 31 December 2025.
-

REPORT:

COMMUNITY CONNECTIONS

Carr Villa Memorial Park

During the past quarter, the Carr Villa team delivered 49 burial services, 101 cremations, and facilitated the placement of more than 66 sets of ashes. Cremation numbers have returned to pre-April levels, following the conclusion of support provided to a North-West funeral home.

The Client Services Team supported more than 70 families, assisting with the purchase of 112 ash placement locations and six (6) pre-purchased Rights of Burial. In addition, the team coordinated the installation of 100 memorial bronze plaques. The quarter recorded strong revenue performance, achieving a 17% increase against revenue targets when compared to the first-year baseline.

Visitor engagement remains strong, with over 22,000 people visiting the site during the quarter. Annual visitation continues to exceed 80,000 visitors.

Beyond service delivery, the Carr Villa team continues to play an important role in community education around deathcare. The Carr Villa Open Day, held in October, provided a safe and welcoming environment for the community to learn more about cemetery and crematorium services. In 2025, the program was expanded to include representatives from the funeral industry, offering families greater access to information, supporting early planning and enabling more informed decision-making for the future.

Launceston Leisure & Aquatic Centre

Customer Service & Facility Hire

The last quarter has been a busy one for LAC with the weather heating up, as do the visitations. Since November, LAC has seen 117,852 admissions into the Centre.

Operations

The outdoor waterslide was successfully opened for the summer season after engineering reports identified physical faults with stairs and platforms. In November, works to re-galvanise the structure and install new steps, were completed allowing for a bumper summer season on the ever-popular slide. 3,542 waterslide tickets were sold during the quarter, totaling 37,443 rides.

Stage 1 of the Community Energy Upgrade Fund project was finalised in January. This was the biggest change to pool plant at the centre since opening in 2009. The 50% grant funded project saw the replacement of VSD's and pump motors in all pools. The changes are estimated to deliver a reduction of 16 megawatt hours per pump and 29 tonnes of CO2 annually. This equates to savings of roughly \$25,000 per year. Primary results appear to show reductions will be much higher than expected.

In December, the Lilydale toddler pool had non-slip and soft fall flooring installed. This has been well received by users.

Learn to Swim

The standard learn to swim program finishes over this quarter to give students and teachers a well earned break. During January we offered a holiday learn to swim program which saw 111 students participate.

LAfit

LAfit totaled 1,347 active members at the end of the quarter, with 1,624 unique members attending across the period. During the quarter, we welcomed 151 new members and supported a further 118 membership renewals, reflecting strong ongoing community engagement with the service.

The group fitness timetable has continued to evolve to meet community needs, with the introduction of Falls Prevention, Step Aerobics and Flow classes, expanding options across strength, mobility and wellbeing.

Our team strengthened community connections through outreach activities, delivering Falls Prevention information sessions at two local retirement villages and presenting the "It All Starts Here" healthy eating and movement program at four local primary schools, reaching approximately 600 students.

We also supported local community events, with one instructor leading a warm-up at a charity walk event in Invermay, and four LAfit staff participating in the City Christmas Parade, supporting Council visibility and community engagement.

LIVEABLE COMMUNITIES

Visitation & Sponsorship

Events

Carols in the Park 2025 | Sunday, December 21, 2025

Event logistics were coordinated by the Events Team, who worked closely with a Volunteer Advisory Committee. The committee primarily provided programming support and played some operational roles on the day, including musical direction, stage management and dance choreography in the lead up. The events team handled all other logistics and had a team of almost 20 staff to help run the day. From Bump in to Bump out, the events team spent 5 days in the City Park to pull this event together.

Unfortunately, the event was impacted by adverse weather conditions, with attendance estimated at just over 3,500 people. Despite this, the evening retained a warm and special community atmosphere. A program highlight was Captain O'Brien's Craic, whose performance saw the crowd dancing together in the rain - a memorable moment that captured the spirit of the event and the resilience of the community.

Lighting of the Tree Event | Saturday, November 28, 2025

The Lighting of the Tree event was successfully delivered. This year's event featured a smaller footprint, with a strong focus on the Christmas tree lighting and high-quality, community-led programming. The Events Team coordinated the event from start to finish, with a particular emphasis on providing opportunities for local artists to perform, including several artists who were offered a place in the program after narrowly missing selection for Carols in the Park.

A highlight of the evening, alongside the special moment shared by Mayor Garwood, Santa and Make-A-Wish child Deacon, was an interactive choir activation in the Brisbane Street Mall. Led by choir director Travis, the activation brought the mall to life as members of the public joined in singing together, creating a memorable and genuinely connected community moment.

The event attracted approximately 6,500 attendees, nearly 2,000 more than the previous year, demonstrating strong community interest and engagement. Post-event surveying reinforced the success of the event, with 99% of respondents indicating they attended specifically for the Lighting of the Tree, 93% providing a positive overall rating, and 86% confirming a preference for the event to be held on a Saturday.

These insights provide a strong evidence base to inform future planning and reinforce the value of a Saturday delivery model for this community celebration.

Remembrance Day | Tuesday, November 11, 2025

The Events Team provided support to the RSL in the delivery of this important annual commemoration. The team met in person with the RSL on a number of occasions and actioned items relating to Council's support of the event, with a successful event day and positive feedback from the RSL.

Albert Hall Community Open Day | Sunday, November 09, 2025

The Events Team activated various spaces throughout the Hall to create a welcoming and vibrant atmosphere for the public to celebrate this iconic venue. Highlights included live music performances featuring a local strings quartet, pianists and two local choirs (VOX Harmony and the Launceston Male Choir), who were also celebrating 90 years as a choir and who also had their very first performance at the Albert Hall. Programming featured a local author's book reading; children's activities; heritage displays and the City Park Train operating free of charge while the Albert Hall doors were open between 10am and 4pm.

The event attracted over 2,500 attendees and received resoundingly positive feedback from the general public, marking a highly successful community celebration.

Cancer Council Pearl Gala | Saturday, October 25, 2025

The Events Team provided logistical support for the Cancer Council Gala, including attending onsite meetings with internal stakeholders and Theatre North to ensure a smooth delivery. The team also assisted on the night and coordinated a headline singer to perform as part of the celebrations, marking the reopening of the Hall for this event.

Event Facilitation

During this quarter, the Event Facilitation Team supported 41 facilitated events across the Launceston municipality and 13 non-facilitated events.

Some of the key highlights were the St Giles Burn, Albert Hall Community Day, Thai Food and Cultural Festival and Sally's Ride. These events brought the community together, offering entertainment, fun and strong community involvement.

December was a particularly busy month as we helped deliver a range of Christmas events across the city. These included the Lighting of the Christmas Tree, Lions Club Christmas Parade and Carols in the Park, all of which helped spread Christmas cheer and were enjoyed by families and children.

The year wrapped up with a successful New Year's Eve Beerfest at Royal Park, which saw great attendance, a strong mix of food and beverage vendors, plenty of entertainment and a fireworks display to finish the year on a high.

Over the past month, the team has also been busy preparing for one of the biggest events on the 2026 calendar so far, the Foo Fighters concert. It was an incredible event to be involved in and we are very pleased with how smoothly it ran. Launceston really embraced the show, with the city coming alive throughout the weekend.

In the lead-up to the event, there was a lot of logistical work to manage, including bus timetables, parking, road closures, e-scooter arrangements and special permits for after-parties. While it was a busy period for the team, the result was an outstanding weekend for Launceston and a fantastic outcome for the city.

Visitation

Visitation Framework

Work continued this quarter on embedding the City of Launceston Visitation Framework as a guiding tool for city-led decision making, investment prioritisation and visitor experience development. The framework continues to position visitation as a whole-of-city responsibility, recognising its contribution to economic activity, liveability, community pride and place identity.

Focus during the quarter has shifted toward aligning early actions with live delivery opportunities, particularly those connected to major events, infrastructure investment and visitor-facing storytelling. This includes testing the framework principles through real-world applications across events, signage, retail curation and digital engagement.

Kanamaluka RV Rest

Council has received confirmation that the funding application to the Tasmanian Government's Spirit Preparedness Fund for the Kanamaluka RV Rest project has been successful.

The project will deliver a centrally located overnight RV facility supporting the growing self-drive visitor market ahead of the arrival of the new Spirit of Tasmania vessels. The Visitation team is currently working closely with the Legal team to determine the final and exact location of the site prior to progressing to detailed design and delivery planning. This project represents a significant step forward in strengthening Launceston's capacity to accommodate caravan and motorhome visitors and reinforces the city's role as Northern Tasmania's gateway.

UTAS Stadium Signage

Signage at UTAS Stadium has been confirmed and locked in for a 12-month period, ensuring consistent visibility during the Foo Fighters concert, the 2026 AFL season and future major events hosted at the stadium.

The creative approach for this signage leans into Launceston's role as a central base for exploration, using the messaging of "It's all just up the road" to reinforce the city as the ideal place to stay, explore and return to. This approach reflects the Visitation Framework in action, positioning Launceston as both a destination in its own right and a connector to experiences across the broader north.

Northern Inveresk Dump Point

The Northern Inveresk Dump Point project continues to progress, supported by \$55,000 in funding from the Department of State Growth. Delivery remains on track and will address a key infrastructure gap for RV visitors, improving amenity, length of stay and visitor satisfaction.

Grants & Sponsorship

Community Grants and Special Event Sponsorship

During the reporting period, Council approved applications under the Community Grant (Organisations) Program – Round 1 for 2025/2026, supporting community-led initiatives that promote connection, inclusion, wellbeing and skills development across the municipality.

Council also approved applications under the 2025/2026 Special Event Sponsorship Program, supporting major sporting and cultural events that enhance visitation, activate key precincts, and deliver economic and social benefits for Launceston.

Placemaking

Arts and Culture

Thoroughfare (Street Art Event)

Artist curation is now complete. The event is on track for 28 March 2026. Music line-up has been confirmed with announcement planned for February 2026. The footprint of the event will be centred around St John street with activations in Quadrant Mall, Brisbane Street Mall, Centre Way, Dickie Whites and The Avenue.

Songwriting workshops

Music Tas and The Push facilitated youth songwriting workshops across Tasmania. Arts and Culture Officers have supported the delivery in Launceston by providing a venue and additional support. Workshops took place in the October school holidays across 2 full days.

Northern Gateway

After a successful public vote, the concept design 'Sky Vessels' by Katie Stackhouse was endorsed at Council meeting on 23 October. The project has progressed with Urban Art Projects submitting a technical design package for Council Officers and DSG to review. Sky Vessels will move to the construction phase once approvals are given in early February. Project is on track for installation FY 26/27.

Skate Park Opening Event

Five minor public arts projects were commissioned as part of the the opening of the Skate Park. The commissioning of these projects has continued in building sector capacity, supporting the development of stronger local public art portfolios and building relationships with a broader network of public art practitioners. This activation also introduced live mural painting as an experience for community members.

Heritage

Heritage List Review

Council's Local Heritage List is being updated to ensure our beautiful city continues to grow and thrive, while respecting our history for generations to come. Heritage belongs to all of us and it is a part of who we are. It is what we inherit, appreciate today and think is important to protect and pass onto future generations.

Two archaeological items were presented at Council (13 November 2025), with the amendment 'initiated,' meaning that these items will be submitted to the Planning Commission for formal local heritage listing in due course:

- Braemar / Lamont House - 148 Vermont Road, Mowbray
- Section of Mountain Road, Lilydale

The following heritage datasheets have been completed by our Heritage Team (inclusive of informal public consultation) and have been submitted for formal amendment to our Planning Team, which will be brought to Council in due course:

- Newstead Crescent Heritage Precinct
- Mayne Street Heritage Precinct
- Babington Street Heritage Precinct
- St Leonards Heritage Precinct
- Significant Trees, comprising 48 items equalling 650 trees

The following items are currently being drafted by our Heritage Team:

- Glen Dhu Heritage Precinct
- Melrose Estate Heritage Precinct
- 20+ individual heritage places

Heritage Interpretation – Stage 2

A suitably qualified heritage interpretation specialist has been engaged to prepare a Heritage Interpretation Plan for Cataract Gorge within Launceston, with the intent to expand the project's reach throughout the municipality in future years. The Heritage Interpretation Plan will draw on the recommendations provided within the Heritage Interpretation Framework and engage with the community and a Council-appointed Tasmanian Aboriginal engagement specialist.

Stage 2 will be considered a trial to test the future expansion of the project throughout the municipality and will be limited to one or more (depending on size / breadth of required content) key areas within the inner-city area.

A heritage interpretation specialist and Tasmanian Aboriginal engagement specialist have been engaged for the project, with project initiation and site selection currently underway. The output for Stage 2 would comprise a Heritage Interpretation Plan for a Council-owned site(s) inclusive of installation / action plan, concept design / content ready for Stage 3 installation (26/27FY), inclusive of indicative costings.

Heritage Interpretation – Make Your Mark Launceston

A series of plaques have been designed for installation at significant historic sites across the city - such as the Post Office or Macquarie House, amongst others - each featuring a stylised line illustration of the location, alongside a short description of its historical significance. At each stop, visitors of all ages would be invited to create a direct rubbing of the plaque using paper and pencil, capturing the artwork by taking a textured imprint. This low-tech, interactive experience encourages exploration, curiosity, and artistic engagement with the city's history - all without the need for screens or devices.

A printed booklet (also downloadable) and branded pencils will be available for collection at the Visitor Information Centre and Customer Service, though participants are welcome to bring and use their own materials.

Heritage Strategy

The Heritage Strategy has been developed to guide City of Launceston towards a strategic and integrated approach to heritage management. It aligns with, and delivers on, key planning frameworks including the City of Launceston strategic Plan 2025-2035, Aboriginal Partnerships Plan, Cultural Strategy and Greening Strategy.

The Strategy identifies a series of opportunities with key recommendations, informed by local, national and international research and stakeholder consultation. It provides an implementation plan for how City of Launceston will work alongside the community and heritage organisations to ensure the history of Launceston is understood, protected, managed and celebrated, leaving a legacy for future generations to come.

The Strategy has undergone internal consultation and will shortly be distributed for targeted stakeholder consultation (heritage professionals).

Heritage Sketch

The City of Launceston Heritage Advisory Committee (HAC) maintains an ongoing endorsement of a competition for school-aged students, aimed at inspiring young community members in fostering an interest and appreciation of our city's heritage. From 2014-2023, this competition was a photography competition known as Heritage Snap. In 2024, with support from the HAC, the competition was expanded to become an art competition, Heritage Sketch. The 2025 competition closed on Friday 19 September, with 330 entries received.

The winning entries were displayed at an exhibition at Launceston Library (18 October – 2 November 2025), while all entries were entered into an online exhibition on the CoL webpage.

An award ceremony was held for the winners, presented by Mayor Garwood.

Place Activation

Christmas in the City

Deck the Malls

- Brisbane Street Mall Banner Competition
 - 250+ eligible entries received from school aged children
 - Entries shortlisted and provided to a judging panel
 - 15 winners selected and notified
 - Drawings digitised and sent for production
 - Banners installed the week of the Lighting of the Tree event and media op conducted with one of the winners
 - Winners attended the Lighting of the Tree and were acknowledge on stage by Mayor Garwood for their contribution to this year's Christmas
- Children's Christmas art activity
 - 350+ entries (including non-winners from the banner competition)
 - Entries digitised, formatted and inserted into a newly created template
 - Templates printed and applied to 60+ Christmas pole surrounds
 - Pole surrounds installed in the CBD - George Street, Charles Street, The Avenue and St John Street.

Christmas Installs

- Overhead (catenary wire mounted) Christmas decorations (festoon lights and baubles) installed throughout the CBD.
- COL Christmas tree
 - Tree's frame restoration completed
 - New lighting program was done for 2025 and additional (top up) baubles purchased and installed.
 - Light program box (switch control box) upgraded
- Selfie Pods

Place Activation Equipment

- Equipment provided for the following events:
 - Albert Hall Open Day
 - Lighting of the Tree event
 - Carols in the Park
 - Foxx & Hound event
 - Eski Group event

Community Development

The Youth Advisory Group hosted an employment workshop in collaboration with NEBHUB and Upturned. This provided the group with the opportunity to plan, budget and run a community focused workshop that shared a valuable life skill. This workshop was the first in what looks to be a series for the group moving into 2026. In December, the group made a recruitment video with Nick Hanson, in preparation to share with the broader community in 2026 once school has resumed.

The Youth Development team worked alongside the Parks and Arts and Culture teams to create an official opening of the new Royal Park skatepark. This event featured live music, free food, structured skate activities and comfortable spaces for attendees to enjoy the afternoon. Attendance was solid, as both families and young people were involved. Live murals were featured as five local artists worked on pieces that were featured on the walls of the park. Two of the artists were under the age of 25 and consequently 'youth' within our community. This was an opportunity for these artists to work alongside established artists and this provided a professional development opportunity.

My Place My Future

The Community Development Officer Northern Suburbs continues to:

- Co-facilitate monthly Community Action Groups for Faraday Connect (Waverley/Ravenswood), Community Together 7248 (Newnham/Mowbray), and Rocherlea Action Project (Rocherlea/Mayfield) during October, November and December.
- Facilitate the Digital Inclusion Working Group, which is progressing through bi-monthly meetings
- Facilitate the Road Safety Working Group, which is progressing through bi-monthly meetings

Collaborative events and projects in the Northern Suburbs:

Let's Fly Together

Community-led kite flying day supporting both Seniors' and Children's Weeks 2025 held on 12 October (approx. 350 in attendance).

Children's Week 2025

East Tamar Primary School, led by Communities for Children, held on 21 October (approx. 250 children and parents in attendance). Supported with children's entertainment.

Creating Stores Customers Love

Facilitated by Dr Louise Grimmer, in partnership with Business Tasmania. These two small business workshops were held on 21 October at Town Hall (35 in attendance) and on 28 October at the Mowbray Golf Club (17 in attendance).

Spring Clean Ravenswood

A community-led initiative co-ordinated by the Faraday Connect group, was held on 31 October. The event was an overwhelming success, with more than 150 vehicle drop-offs and the collection of 13.6 tonnes of general waste, 646 tyres, 58 mattresses, 2.2 tonnes of scrap metal and a full trailer of e-waste.

Christmas in Waverley

This was scheduled to take place on 28 November but unfortunately had to be cancelled due to poor weather.

Christmas in Rocherlea

A community-led event co-ordinated through the RAP group was held on 5 December (fourth consecutive year) with approx. 350 people in attendance featuring Vanuatu Singers, Ukulele Jamboree, free BBQ, children's activities and a visit from Santa.

Digital Inclusion Working Group

Following discussions, a briefing paper was prepared for ELT proposing the donation of COL end-of-life laptops to the Tech4Kids initiative in Tasmania.

Community Champions Project

Create Your Story facilitated by Penny Terry, held five sessions during October to December which focused on digital storytelling skills in podcasting and video production. This was completed by 10 participants. Community Champions Steering Committee meeting held on 27 November to plan activities for 2026 and set future meeting dates.

Food Security

Continued support for the FaRM (Food and Resilience Movement) Project as they progress with developing the site and growing food. Discussions initiated to plan a community day in early 2026.

The Community Development Officer attended the National Food Forum at St Lukes on 9 December 2025, which focused on a deep dive into action being taken across Tasmania to tackle food insecurity. The Forum showcased and celebrated the great work being done on the ground across the state, as well as to inform the Federal government of key needs and priorities to strengthen food security work in Tasmania and nationally.

Launnie Connecting Community

254 Knitted Socks

Katie Wightman, Principal of Waverley Primary School, wanted a pair of handmade knitted socks for each student who attend Waverley Primary School. Our Community Connector researched a local group of knitters and approached Knitter Natters at Starting Point Neighbourhood House in Ravenswood. The target was to knit 254 socks and after five weeks, the socks were made, with some extras. The socks will belong to the school, washed and stored by the school each year and distributed to classes for students to wear inside during the cooler months. This will replace the need for students to bring their own socks and will guarantee that all students have access to warm, dry footwear during inside learning time. This project is an example of bringing the community together to collaborate on projects which are accessible, achievable, affordable and gives meaning to the community. Knitter Natters have independently reached out to Ravenswood Primary School to collaborate on another project after the 254 Knitted Sock project.

Waverley's Tiny Forest

The City of Launceston, in partnership with Waverley Primary School, has delivered a tiny forest in the school for the whole community to engage with. This is a densely packed, small-scale urban forest designed to mimic the structure and biodiversity of a natural forest ecosystem. These forests are typically the size of a tennis court or smaller and are planted with a variety of native tree and shrub species. They are designed to grow quickly, reaching maturity within a few decades, and offer numerous benefits, including carbon sequestration, habitat creation and temperature regulation. This was a collaborative project with Council's Urban Forest team who spent the day helping 127 students at Waverley Primary School plant the garden. The community of Waverley and the teachers and students are invited to engage with the tiny forest in learning and caring for the environment.

On the Swamp book launch

On the Swamp was launched in December at the Invermay Bowls and Community Club by Sarah McCormack, Community Connector. The book began through the ABCDE Learning Site and we are so pleased for Helene Boyer and her many contributors bringing this book to life. Stories by our local Swampies about lives in Inveresk. The book is on sale at the Invermay Newsagency.

The V naming and launch (previous YMCA building)

The Community Connector facilitated a naming workshop with Kings Meadows High School students and one of their suggested names (The V) was chosen for the previous YMCA site. The connections built in Kings Meadows throughout the ABCDE Learning Site have been long standing as the Community Connector continues to support the community as a member of The V Community Advisory Committee.

Waverley Shines community film

Students at Waverley Primary School created a short film celebrating their suburb, as part of the Launnie Connect in Waverley. Waverley Shines was created over two days in November, with students mentored by Action Crew to capture the stories, connections and hopes of their community on camera. The film was launched by Mayor Matthew Garwood at the school's end-of-year assembly yesterday. Watch the film here:
<https://bit.ly/44xAdXd>

Christmas in Waverley

The Faraday Connect community group were supported in event organising Faraday Connect, Christmas in Waverley, was scheduled to take place on 28 November, but unfortunately had to be cancelled due to poor weather. The City of Launceston Santa in the Suburbs was a huge success for the Waverley community, especially for those who couldn't attend Christmas in Waverley.

TasTAFE Industry Advisory Group

Council's Community Connector has been invited to be a member of the 2026 Industry Advisory Group (IAG) for the Community services qualifications delivered by TasTAFE. IAGs provide TasTAFE with current industry insights into community services practices, regulations, workforce needs and service expectations that can change rapidly. They also help to ensure our training reflects what is happening in real organisations now - not just what is written in qualification documents. Sarah McCormack's feedback will help align training materials, assessments and placement expectations with real-world skills, behaviours, and compliance requirements. Ongoing collaboration supports smoother student placements, improves graduate readiness and strengthens the workforce pipeline for services.

Homelessness Response

Officers continued to respond to community reports of homelessness, liaising with support agencies, internal Council teams and outreach workers, and facilitating cleansing and engagement with the police where necessary.

Child and Youth Safe Organisations Framework

Child and Youth Safety Policy adopted at 13th November Council Meeting. Consultation report capturing engagement with child focused community organisations completed.

Position Description completed for Child and Youth Safety Officer, to be situated with the Legal team and leading internal compliance initiatives. Recruitment will be done in January.

Masters' student placement concluded with the presentation of a report exploring pathways for Launceston to become a UNICEF Child Friendly City.

Children's rights banners were displayed in Civic Square to celebrate Children's Week activities. Officers facilitated transport of students from four Northern Suburbs schools to participate in child rights focused activities with the Tasmanian Children's Commissioner.

OPEN SPACES AND SUSTAINABILITY

Open Spaces

Parks and play spaces

- Restoration works at the Duck Reach Walking Track were completed
- A partnership model between Council and Tamar NRM was developed to support coordinated management of Friends of Groups
- Annual management plans were prepared for reserves supported by Friends of Groups
- Pile burning was undertaken across several reserves ahead of the fire season
- Endangered species were identified and documented across three reserves
- Ongoing specialist advisory support was provided on planning scheme provisions, tree protection and maintenance, and development impacts
- The Queen Victoria Jubilee Drinking Fountain restoration was completed
- Royal Park Skate Park upgrade was completed
- Oakden Park Play Space was completed, including landscaping and fencing
- Punchbowl Play Space tender was awarded to Active Areas, with construction scheduled to commence in March
- City Park design was completed and the project tender issued
- Reimagining the Gorge works were completed, including lighting, handrails and repairs to the Zig Zag Track
- The annual comprehensive playground audit was completed. Council manages 65 play spaces comprising more than 660 pieces of play equipment and over 1,000 individual play components.
 - A total of 68 actions were identified (down from 98 in the previous year)
 - Only 14 actions were classified as high priority, five of which involved minor pine bark softfall top-ups to restore compliance with safety standards

Community Engagement

- The *Future of Lilydale Falls* community survey was delivered, including analysis, reporting of findings, and presentation to Council
- Inclusive Play Guidelines were drafted. These established a framework to improve accessibility, participation, and enjoyment across Launceston's parks and open spaces, through targeted upgrades and inclusive design approaches.

Urban Greening

- Street tree installation in Cameron Street was completed
- The Street Tree Masterplan reached the 50% completion milestone
- The 2025 Urban Greening Planting Program was completed
- A micro forest was delivered at Waverley Primary School in partnership with the Department of Education and the school community
- The Torrens Street Park Urban Green Project was completed, including a community planting session with East Tamar Primary School

Recreation and Sport

- The Active Launceston program continued delivery of Council-led gentle exercise, yoga and Tai Chi sessions
- Four Council-managed sportsgrounds transitioned to the online booking system for the Summer Sports Season
- Council assumed responsibility for bookings at Invermay Park and the Inveresk Multipurpose Arena

Capital Works

- Hobblers Bridge Netball Courts Stage 1 (renewal of Courts 2 and 3) was completed, with the club now using the upgraded courts and lighting
 - Stage 2 (renewal of Courts 6 and 7) is expected to commence following completion of the tender process
- Bridge Renewal Program:
 - Design for Cataract Gorge Bridge 1801 (adjacent to the Alexander Suspension Bridge) was completed, with strong interest received from local contractors
 - Design for the Royal Park Viewing Deck renewal is underway, with final design expected next month
- West Tamar Trail:
 - The southern section from the Forest Road footbridge to the main silt pond entrance was sealed
 - Base preparation works are ongoing, with sealing of the next northern section planned in the coming weeks, subject to subcontractor availability

Sustainability

Team Leader attended 3 Circular North (Regional Waste Management Group) meetings:

1. 8/10/2025 Technical Committee - Chair
2. 24/10/2025 Steering Committee- CEO proxy
3. 18/12/2025 Technical Committee - Chair

As Tas branch President of Waste & Resource Recovery Association of Australia, chaired monthly online TAS meetings and attended 3 other national meetings online.

Team completed first Sustainability fund application assessment and sought ELT approval for:

1. Electric charger infrastructure
2. Water and energy efficiency tracking

The sustainability team also participated in a variety of activities and initiatives across the city:

- Representing CoL, attended the Tasmanian Waste & Resource Recovery Board new strategy workshop in Hobart
- Facilitated TasWater leachate monitoring and analysis
- Attended 4 year delivery plan workshops
- Attended asset criticality workshops
- Presented at UTAS soils forum speaking about CoL FOGO and applications - this led to 5 new clients ordering large quantities of final compost product.
- Finalised draft deed documents and budget for successful High Priority Infrastructure Grant from NRE landfill levy. \$290,000 towards purchase of a rear lift compactor truck to collect organics.
- Prepared inform videos for recycling week
- Assisted with Ravenswood spring clean project
- Native plant give away event at Harvest Market Sat 15 November as part of Community Emissions Action Plan being completed. Gave away 700 native plants to assist with greening and increasing canopy cover in Launceston. It was also an opportunity to collect individual pledges towards the Community Emissions Action Plan themes like active transport and energy efficiencies, i.e. installing solar or choosing an electric vehicle.
- In conjunction with project delivery completed waste walking floor renewal well under budget
- Assisted with capital budget management for construction of an extra sawtooth bin at the Launceston Waste Centre to divert scrap metal and organic material.
- Repair Café: 2 sessions were held with 233kg of waste coming through the doors. We were shown on WIN news and Channel 7.
- Active Transport: Community event for Car Free Day and Ride to Workday. Development of a cycling layer that accounts for individual segments. Accurate data has now been submitted to google maps.
- Community Emissions Action Plan: Endorsed by council with 285 pledges from the community since late September. Implementation work has begun, including active transport community events and native plant giveaway at Harvest Market.
- The Adaptation Game Launceston: launched successfully with community games played at Du Cane and Launceston Library
- Home Energy Audit Toolkits: Thermal imaging cameras are now available for community to borrow from customer service. The cameras enable targeted home improvements for increased energy efficiency and temperature comfort.
- Climate Adaptation Working Group - Developed the Terms of Reference for the internal climate adaptation working group (in review with ELT)
- Corporate carbon footprint - calculations completed for the 2024/25 FY and draft report (in review with Team Leader)

In progress:

- Completed the Upgrade Accelerator from Energy Upgrades for Australian Homes and finalising our project design
- Finalising the scope for a Virtual Energy Network (VEN)
- Work begun for community e-bike library
- Update in progress for Single Use Plastic Policy
- Progressing scope for EV chargers for Council fleet

- Final report for the wrap up of the Towards Zero Emissions Action Plan 2021-2025
- Kicked off the Disaster Ready Fund and NTARC project – Tasmanian councils building climate resilience through collaboration
- OPF reporting October, November and December
- Daily recording of the OPF temperature to ensure OPF remains compliant with the standards for composting and is safe to use in future projects
- Land fill Levy reporting for September, October and November
- Monthly reporting on the weight of materials that enter and exit the Launceston Waste and Transfer Station for Recycling, OPF and Landfill. This is to ensure that we are compliant with State Government regulations, and we are paying the correct amount of levy.

10 Year Launceston Waste and Transfer Station

A celebration for the 10 years of the Recycling shed and Uptipity which opened in 2015. Event was held on December 13 outside Uptipity. Around 150 people attended the free BBQ, visited the trucks which were brought down from the tip face and saw old photos of the site pre and post construction.

Waste and Recycling App

The Waste and Recycling app has been created with City of Launceston in mind. The app will provide updates directly and provide a high level of education to the user. Throughout the quarter, we have created and edited all the content on the app. We have also liaised heavily with the provider and engaged with relevant stakeholders. The product was tested with a focus group to gather feedback and refine functionality. It has been successfully launched on Play Store.

Bin bypass baskets

There has been implementation of small baskets and collars on a select number of public street bins, to capture items that can be recycled for rewards. The idea behind the concept is to provide a dignified way for people to collect containers for a financial refund, helping them to create an income. It also facilitates public recycling and reduce waste management costs.

We have partnered with Recycle Rewards to build the baskets. We've also engaged a contractor to audit a selection of bins, so we have a baseline of data and got buy in from the affected stakeholders.

Heritage Forest and LWC water monitoring November

Tri-monthly water sampling at the legacy landfill located at Heritage Forest and the current landfill located in Mowbray. The collection of data allows us to meet EPA regulations and meet our environmental responsibilities as the owner of a landfill site. Water sampling includes taking small samples of ground water at various locations around each site, having the samples lab analysed and compiling a report on the results.

GPS monitoring at Landfill for September, October and November

The monthly monitoring of trucks on the tip face allows City of Launceston to see how material is compressed and optimises fill of the live cells. Data is pulled from the software linked to the trucks, which is then collated into a spreadsheet.

STAKEHOLDER EXPERIENCE

Communications

This quarter, the Communications team supported a high volume of activities across Council's remit, keeping the community informed and engaged via platforms including digital (website), media and advertising, social media, signage and more.

The team delivered progress on strategic and operational initiatives this period, including:

- **Strategic Plan 2025-2035:** supported the launch of this important document with an event invitation, webpage, video and hard copies of the document
- **Launceston Visitor Information Centre relocation and renovation:** prepared signage and communications to keep visitors and residents informed
- **Annual Report:** supported the Governance team with design and editing
- **Recruitment Marketing:** with recruitment efforts set to ramp up in early 2026 as part of Project Shape, a new recruitment marketing video was produced showcasing Launceston as a great place to live and work, as well as the wide range of exciting roles available across Council
- **Community Engagement Support:** Voting opened for the Northern Gateway public artwork project, with communications support ensuring as many people as possible could have their say

Internal communications

The team collaborated with departments across the organisation to produce effective internal communications materials, supporting seamless information flow and alignment with Council priorities. This included Chatter Newsletter content, all-staff communications, presentations and videos.

Media engagement

This quarter, 33 media releases were issued, spotlighting Council decisions, new initiatives and opportunities for our community to get involved, including:

- Next steps for the NTCA and Birchalls redevelopments
- The proposed Convention Centre Precinct at Kings Wharf
- Upgrades for the Gorge under a Federal government partnership
- Promotion of Council-led initiatives and events including the Albert Hall reopening, Deck The Malls, Lighting of the Tree, Carols in the Park and a call for expressions of interest from musicians for the Music in the Park series.

These releases generated wide media coverage, amplifying Launceston's progress in infrastructure, culture and community involvement and keeping our community informed.

Brand and marketing

The team collaborated with departments across the organisation to produce branded materials for a wide range of initiatives.

Campaign highlights included:

- **Albert Hall reopening and Community Open Day:** delivered heritage interpretation signage, marketing materials and media opportunities for this significant project milestone
- **Christmas in the City:** the team provided extensive marketing and communications support for Council's Christmas initiatives Deck The Malls, Lighting of the Tree, Carols in the Park and the new Santa in the Suburbs visit to the Waverley and St Leonards community
- **Vehicle wrap:** the first trial of new branding for the City of Launceston fleet vehicles was rolled out in December, on a utility used primarily for CBD watering, with more to follow
- **Corporate Documents:** Design, editing and proof-reading of new corporate documents including the Events Framework and Visitation Framework
- **Council Initiative Promotions:** From Tidy Towns city banners to the Carr Villa Open Day and LAC promotions, we amplified opportunities to connect and inspire our residents

In addition, stage one of an updated signage strategy in line with our corporate brand guidelines is now complete. The City of Launceston website was refreshed with updated menu colours to reflect our corporate brand.

Digital and social media growth

This quarter delivered a standout performance for the City of Launceston's social media presence, with Facebook surpassing 42,000 followers - a milestone that places us ahead of many Australian local government Facebook audiences of similar population Councils and well above the average Council footprint. On average, Council Facebook followings tend to represent around 30% of the local population, and very few regional Councils exceed this level of community connection online.

Overall social growth remained strong, with +1,526 new followers across all platforms (+31.9%), bringing our combined audience to 56,472. Facebook led in absolute growth, while Instagram continued to show strong proportional gains.

Content visibility saw a significant uplift, with 3.33 million total impressions (+52.4%), driven by timely and high-impact content such as severe weather updates, the First Basin Pool seasonal opening and the Convention Centre proposal media call - showing the strength of our channel as an essential community communication tool.

Engagement remained solid with 163,346 interactions, and video continued to be a core performance driver. Total video views reached 370,060 (+43.9%), with strong resonance particularly on Facebook. High-impact video content - from Northern Gateway community voting, Reimagining the Gorge upgrades, and Carols in the Park - helped sustain audience interest and broaden reach.

Collectively, these results show that Launceston not only continues to grow its social footprint locally but also performs strongly relative to peer Councils nationally, reinforcing the City's digital platforms as key assets for community engagement, information dissemination and strategic communications.

Looking ahead

To support the hiring process for approximately 60 open roles expected to go to market in Q3, we are refreshing our candidate information pack and careers website to better reflect our place and culture. The Marketing and Communications Team looks forward to welcoming new people to our team, including an in-house Graphic Designer.

An external brand and design agency has been appointed to develop a brand relationship strategy to define how and when we apply the corporate brand and the Launceston place brand. While both brands hold significant value, ambiguity currently exists around how and when each brand should be used. This has led to inconsistent application across various functions such as signage, sponsorships, merchandise and marketing. This project seeks to create a unified and strategic framework that clearly defines the relationship between these brands and enables confident, consistent application across all touchpoints. This work will be completed in Q4.

The team will also refresh the design and content of the external community electronic newsletter, promote key Council events and initiatives including Thoroughfare, and provide communications support for major infrastructure projects such as the Princess Theatre and Earl Arts Centre, Launceston Bus Interchange and NTCA redevelopments.

Customer Service

Phone Calls

During this quarter, customer contact volumes continued to reflect strong community engagement with Council services across both phone and email channels.

Due to a system outage in the Mitel phone environment between 3 and 29 October 2025, phone call data for that period is unavailable and has been excluded from quarterly averages. The following results are therefore for November and December only.

- Phone call volumes averaged 2,661 calls per month; a 16% decrease compared with the same period in 2024
- Transfers to other departments decreased by 24%, indicating fewer redirections and more enquiries resolved at first point of contact
- Average call duration slightly decreased from 3:3 minutes to 3:35 minutes, suggesting improved efficiency once calls were connected
- Average wait time increased from 1:20 minutes (2024) to 1:39 minutes (2025), reflecting higher queue pressure during peak periods

After-hours calls

During the quarter, the after-hours service received 325 calls.

- Animal-related matters were the most common enquiry, accounting for 72 calls (22.2%), the majority of which related to dogs (57 calls), including found, wandering or stray animals
- Infrastructure and water-related issues represented 59 calls (18.2%), primarily involving road incidents such as oil or fuel spills, as well as flooding. Five of these matters were assessed as urgent, requiring prompt response.
- Security-related property issues were also significant, with 39 calls (12%), including alarms, access issues to Council buildings and car park-related incidents

Customer Service Requests (CSRs)

A total of 5,238 CSRs were processed, compared with 6,070 during the same period in 2024.

The top three CSR categories for the quarter were:

1. Parking: 660
2. Waste: 616
3. Road, Street and Footpath: 578

These categories continue to represent the highest areas of customer contact, reflecting ongoing community demand for regulatory, waste and infrastructure-related services.

Email volumes continued to rise this quarter, with 9,237 emails received, representing a 7.1% increase on the same period in 2024.

Enquiry levels in some key categories increased substantially compared with the same period last year, reflecting growing community attention to the issues below.

Graffiti: enquiries increased by 50% with a total of 96

Cleansing: enquiries increased by 78.2%, with a total of 237

Homeless: enquiries increased by 183.3%, with a total of 34

Online Bookings (Bookable)

Total customers registered in Bookable and assigned to Customer Service is 3,753, an increase of 515 from last quarter.

Bookings across the quarter totalled 681, including:

Busking	123	18.06%
Halls	109	16%
Malls	26	3.82%
Bike Centre	423	62.11%

The above excludes customers assigned to Open Spaces and Sustainability (38 customers for Sports Fields bookings), and customers assigned to Recreation Enquiries (25 additional customers for Active Launceston bookings).

Parking Administration

During the reporting period, Parking Administration managed a high volume of infringement-related activity, including withdrawal requests, reminder notices, payment arrangements and referrals for enforcement.

- 413 requests to withdraw received
 - 83 made to stand
 - 124 withdrawn
 - 8 awaiting further information
 - 198 pending
- 2,672 final reminders issued
- 1,702 overdue reminders issued
- 43 payment plans processed
- 1,099 infringements referred to MPES

Frontline Adaptive Communication (FLAC) Training

The Customer Service team completed FLAC training this quarter, enhancing their confidence and capability in managing challenging customer interactions across all service channels. The training strengthened de-escalation skills, improved situational awareness, and reinforced safe, professional responses in high-pressure situations supporting more consistent and customer-centric service delivery.

Scripts: Standardised customer communication

Customer Service has progressively expanded its library of standardised phone and email scripts to support a consistent and high-quality customer experience across an increasing range of enquiries. Scripts are refined in response to customer demand and service complexity, ensuring customers receive clear, accurate and consistent information, regardless of contact channel or staff member. This approach supports fairness and transparency, reduces the risk of inconsistent advice and enables more efficient and confident responses, particularly during peak periods. Overall, this work strengthens consistency, capability and service reliability across Council's customer contact channels.

Launceston Visitor Information Centre

The Launceston Visitor Information Centre (LVIC) relocated into its new permanent home within the Town Hall Customer Service Centre on Monday, 13 October. The move brings together Council's customer and visitor services in one central and accessible location, providing a more integrated experience for both residents and visitors. Core services (including personalised visitor information, booking assistance and retail sales) are now operating from the new space. Refurbishment and final fit-out of the Customer Service Centre is continuing and is scheduled for completion in February 2026, with an updated and curated retail offering set to launch in Quarter 1, 2026.

October to December 2025 quarterly results:

- The LVIC welcomed 5,604 visitors
- Visitor spend through the LVIC totalled \$93,302
- \$6,593 in retail sales; the most popular retail sales were magnets, pins and soaps, Bridestowe Estate products, postcards, maps and plush toys

QVMAG

During the second quarter of 2025/26, QVMAG achieved significant recognition and engagement outcomes, including achieving Bronze at the 2025 Tasmanian Tourism Awards for its role as a key cultural destination in Northern Tasmania. Throughout the three-month period, the institution welcomed 39,181 visitors across both the Art Gallery and Museum destinations.

The Museum welcomed 29,744 visitors through its doors to exhibitions, programs and events, with much excitement built around the institution's latest family block-buster exhibition, *BUGS*. This hands-on, interactive new display welcomed a staggering 1,334 visitors to its official opening day – with over 500 eager visitors making their way to the experience within its first hour of opening.

Additionally, the beloved biannual primary school art exhibition *ArtStart* opened at the Museum in December, unveiling works from over 70 primary school students. Designed as an annual program to engage primary school students with visual art and design education, this exhibition once again opened to a packed crowd of proud parents and excited students from across northern Tasmania.

The Launceston Planetarium additionally celebrated a total of 2,753 visitors through their doors across a bursting line-up of 184 show screenings – with the newly launched *Beyond the Dome* talk series proving to be a hit with community members.

The Art Gallery at Royal Park enjoyed strong attendance levels, welcoming 9,437 visitors to a diverse program of exhibitions, in particular the celebrated unveiling of artist Sam Jinks' commissioned work, *Eternal Return*.

In development for 18-months through donated funds from the Turner Ralph Bequest 2025, this incredible larger than life, hyper-realistic 3-meter-high spider sculpture was inspired by endemic Tasmanian orb-weaving spiders and now sits suspended from the ceiling of Gallery 9 within the *Sam Jinks || Mortal Reflections* exhibition.

Public program attendance across both the Museum and Art Gallery remained strong during the period, with over 305 enthusiastic visitors attending the Spring holiday activities, *Arts on Site*, and *Art + Performance* programs.

Programs offered exclusive behind the scenes opportunities for visitors to meet and learn from artists through guided workshops, join a series of exhibition floor talks with artists, makers and QVMAG staff, attend immersive musical experiences within gallery spaces, and for families – a fun range of events in celebration of Children's Week and Seniors Week, including toddler art sessions and an intergenerational grandparents and grandchildren art activity to make faux food.

The reporting period was a busy time for collection activity, with 1,022 new additions to the QMAG Collection including, 1017 specimens collected through fieldwork, 4 specimens collected through deposits and 1 commissioned artwork by artist Sam Jinks.

At the close of the reporting period, a total of 7,243 QVMAG collection objects and 137 loaned objects on display within QVMAG exhibition spaces.

Over 615 collection objects were digitised, with the entire Japanese Collection registered and digitised into the collection database – marking the completion of a major undertaking for the institution, further strengthening collection database accessibility and management for generations to come.

The institution was proud to have contributed to national research efforts during the reporting period, with teams presenting three conference papers and publishing two natural science research articles, reinforcing the continued importance of the QVMAG Collection in the context of local, national and global art, history, and science research.

Across the three-month reporting period, the institution's brand campaign hit the streets, television/radio airwaves, and social media networks of Tasmania – driving awareness and engagement with the diverse and activated offering of the institution.

QVMAG social media channels celebrated a cumulative reach of 1,216,771 for the period, driven through an activated schedule of social media content – both through organic posting and paid advertising – celebrating exhibitions, events and collection stories to local and travelling online audiences state-wide.

Google search engine advertising and YouTube advertising efforts during this period delivered strong ROI, welcoming 487,320 advertising impressions across Google search engine page results and YouTube advertising achieving 117,147 advertising impressions with a total of 49,637 video views – a 123% increase from the previous quarter.

The institutions website maintained strong engagement with its content during the second quarter, totalling 91,466 page views and 32,650 user sessions, with a total of 997 website visitors being driven to from Google search engine advertising efforts.

A total of 7 media calls were held to celebrate exhibition and event offerings during the period, alongside the facilitation of a range of requests from local media outlets for tailored media story angles across print, television and radio. Additionally, the institution continued to maintain its monthly presence of rotating radio interview placements – both local and state-wide - designed to share interesting stories of objects, works and specimens within the QVMAG Collection.



AIRPORT PROMOTIONS



POSTER PROMOTIONS STATE-WIDE



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

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(a)	Grow and celebrate our identity as a UNESCO Creative City of Gastronomy.
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.
Objective 1.1(c)	Expand Launceston's position as an arts and cultural hub by providing an environment for creative industries to thrive.

Strategic Pillar 2 - Place

Goal 2.1 Plan for current and medium-term housing and infrastructure needs while maintaining a focus on a longer-term growth projection of 100,000 residents.

Objective 2.1(c)

Proactively address affordability, homelessness and housing insecurity.

Strategic Pillar 2 - Place

Goal 2.3 Launceston's community is connected to our Aboriginal and built heritage, while growing a city of the future.

Objective 2.3(a)

Encourage and facilitate recognition of Aboriginal cultural heritage as a means of retaining a sense of place and connection to Country

Objective 2.3(b)

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

Objective 2.3(c)

Implement planning guidelines (particularly within the CBD) to encourage adaptive reuse of heritage buildings, and infill development that promotes our city's built heritage character.

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(a)

Enhance community members' access to climate-change resilient leafy, well-maintained, inclusive public open spaces, prioritising areas with low wellbeing measures.

Objective 3.1(b)

Leverage Launceston's network of waterways by rehabilitating and connecting riparian corridors, connecting them with the public open space network and supporting improvements to the Kanamaluka/Tamar Estuary and surrounding precinct.

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.

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.
Objective 3.2(c)	Leverage the City of Gastronomy designation to foster a sense of shared identity, enhance understanding of cultural diversity, promote grassroots food culture, and enhance food security.

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.
Objective 3.3(c)	Create a walkable centre and optimise the use of public space by reducing car dominance and expanding opportunities for greening and alternative forms of transport.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

ISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

18. QUEEN VICTORIA MUSEUM AND ART GALLERY (QVMAG)

No items have been identified as part of this Agenda

19. COMMUNITY ASSETS AND DESIGN

19.1. Quarterly Report - Community Assets and Design

FILE NO: SF7719

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

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

DECISION STATEMENT:

That Council receives the report noting the activities of the Community Assets and Design team for the period 1 October 2025 to 31 December 2025.

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 October 2025 to 31 December 2025.

REPORT:

EXECUTIVE LEADER REPORT:

The focus of this quarter was the announcement of changes to our team structure to align with the Corporate Strategic Plan and best position Community Assets & Design for delivery. The changes largely received positive feedback, and minor changes were actioned to reflect feedback. Significant time was invested in supporting team members during this period in the lead up to the end of year office closure. City Heart remained a key priority with the team continuing to implement the work plan as agreed. The re-opening of the Albert Hall to the public was also a significant milestone. This important cultural venue is now accessible to the community after its extended closure and we continue to work with the lessee to finalise additional works for the original building around their event bookings.

EXECUTIVE LEADER STAKEHOLDER MEETINGS:

- Calvary Care
- Go Farm Australia
- ALA Partners
- Rae and Partners
- Theatre North
- City of Marion
- Northern Tasmanian Development Corporation
- Northern Tasmania Football Association
- AFL Tasmania
- Property Council of Australia Committee
- Australian Property Institute
- Geografia
- Boathouse
- Housing Choices
- McArthur
- NH Architecture
- Department of State Growth
- Office of Local Government
- Stadiums Tasmania
- TasWater.

SENIOR LEADER CITY AMENITIES

City Amenities delivered strong outcomes across Parks, Roads, and City Services during the quarter, maintaining a clear focus on safety, presentation, efficiency, and customer service while progressing key seasonal and asset management programs.

Parks Services

Parks Services delivered a productive quarter focused on risk mitigation, seasonal presentation, and asset stewardship. The annual fire hazard reduction program commenced, targeting priority locations through brush cutting, slashing, and reach arm works to support community safety. Ground rejuvenation works progressed across key sports grounds and parks, including coring, top dressing, and fertilising to prepare assets for peak seasonal use. More than 400 trees were planted across the municipality, with a focus on the Mayfield precinct, delivered in partnership with Council's Urban Forester. Summer watering operations also commenced to support the establishment of over 1,200 young trees planted in recent years. Following completion of the City Park Conservatory renewal, internal displays were redesigned, restoring the facility as a high-quality seasonal attraction. Parks Services also supported 63 bookings across Invermay Park and the Equestrian Arena, alongside delivery of seasonal floral displays, with more than 5,000 blooms planted across the CBD.

Roads Services

The Roads team completed 374 Customer Service Requests during the quarter, delivering footpath repairs and renewals across asphalt, concrete, and paver surfaces, along with targeted asphalt road repairs. Rural grading works were completed on 20 roads, achieving approximately 80 kilometres of resheeting and grading. All floodgates, penstocks, and tide flaps across the network were inspected and maintained, supporting flood mitigation and infrastructure resilience.

City Services

City Services maintained a strong focus on safety, compliance, and efficiency. The Waste Centre recorded 21,654 vehicle visits, with walking floor refurbishment reaching 50 per cent completion and perimeter fencing works progressing to 90 per cent completion to support EPA compliance. Three replacement hook bins were installed, and the introduction of an additional saw tooth bin for scrap steel delivered an estimated \$12,000 cost saving within three months. A new dust suppressant and fire response unit was also implemented. City Services responded to 524 Customer Service Requests, collected 77.82 tonnes of illegally dumped waste, completed 18 rough sleeping site clean ups, delivered the annual CBD weed spraying program, and continued pressure cleaning and deep cleaning operations across the city.

SENIOR LEADER CITY DEVELOPMENT

In the fourth quarter of 2025, 138 development applications were approved to the value of \$63 million. A total of 57 new dwellings and 28 new lots were approved. The Strategic Land Use Planning Team will have two new Senior Planners commence in January 2026. Major achievements this quarter:

- **St Leonards and Waverley Neighbourhood Plan:** Plan adopted by Council at its Ordinary Meeting on 23 October 2025. Implementation projects have commenced, and a brand/marketing strategy and development of a standalone website for St Leonards and Waverley neighbourhoods has been created.
- **Launceston Housing Plan 2025-2040:** Implementation projects are underway since adoption of the Plan by Council. The annual Housing Forum was held at the Albert Hall and attended by 60+ members of the housing and development community on 19 November 2025.
- **Alanvale Neighbourhood Plan:** Several consultants engaged to prepare technical inputs. A consultation draft will be available for community and stakeholder consultation towards the end of the first quarter of 2026.
- **Northern Tasmanian Regional Land Use Strategy (NTRLUS):** The consultation period for Phase One commenced and included the State of Play Report and Regional Strategic Directions. Council participation on the Regional Planners Group will continue in 2026, with preparation of the new NTRLUS required by the State Government by 30 June.

Statutory Services

The team had a strong quarter with 200 Building Applications being processed and approved, with 30 of those applications being new dwellings. 109 Plumbing approvals were also issued as part of this process. This brings the combined total cost of construction for the quarter to \$161 million. Statutory Officers received, processed and sealed 8 Final Plan of Surveys, resulting in: 22 new lots being created; 12 Strata Plans received and processed with 26 new strata lots created; and completed 80 Building Plan requests. Planning Administration issued 144 Planning Permits and processed 91 applications for public exhibition. Statutory Services administration also processed and answered relevant sections of 550, 337 Certificates.

SENIOR LEADER INFRASTRUCTURE & ENGINEERING

Item	Action Undertaken
Youngtown Regional Reserve – Waterway Master Plan	Realm Studios engaged
IPWEA Conference Presentation	Caroline presented on Environmental Risk and Sustainability Awareness Training Package
State IPWEA Awards	Finalist – Excellence in Asset Management, Innovation or Sustainability (Environmental Risk & Sustainability Awareness Training Project)
Dover Reserve – Newnham Creek rehabilitation	Weed removal and native replanting
Parklands Parade Spillway Upgrade	Pitt & Sherry issued designs and design report
Levee inspections	Quarterly inspections completed
Charles St Bridge Flood Gate Closure	Emergency closure exercise for CG2 and IG1 flood gates conducted
ANCOLD Conference & NZ Site Visits	Ellen Lynch presented award-winning paper; visited NZ Regional Councils to review levee practices
AWA Awards (Tasmania)	Caroline Elsner – Finalist, Water Professional of the Year 2025
Drainage maintenance – White Hill Rd	Contractors engaged, site inspected, remediation options assessed, works completed Oct 2025
Stormwater input – Alanvale Neighbourhood Plan	Technical input to strategy, stormwater management advice, support for flood study and data provision
Open drain maintenance – Brisbane St	Site inspection, measurements, maintenance solution developed for Operations team
Drainage network upgrade – 19 Strahan Rd	Pipeline capacity assessment, contractor engagement, quotations, works completed Oct 2025
Annual Line Marking Program	Tendered and awarded for summer delivery; largest program to date (\$180,000).
City Heart CBD Bus Interchange	On schedule for Council workshop and Bus Interchange location endorsement; architectural design to follow.
Transport Network Operating Plan	Joint workshop and updates with Department of State Growth (DSG); this document guides road and signal management city-wide.
Grant-funded projects	Final design stage for Cimitière St crossing, Kings Meadows Connector pathway, Prossers Forest Rd crossing; delivery expected later this year.
Road resurfacing & footpath upgrades	Current financial year works nearing completion; scoping commenced for next financial year.
Kings Bridge Strengthening Project	Ongoing support to DSG; detailed design progressing; material testing and investigations underway.

SENIOR LEADER INFRASTRUCTURE PLANNING

With respect to major projects, achievements this reporting period included:

- Princess Theatre and Earl Arts Theatre redevelopment project
 - Execution of the construction phase contract
 - Notification received of Planning Amendment Approval
 - Building Approval for Stage 1 construction works
 - Commonwealth Grant Programs approval of the Milestone 1 progress report (milestone reporting is required to demonstrate achievement of the specified milestones prior to receiving any payment).
- NTCA Redevelopment Project
 - Council endorsement of Architectural Materials
 - Council approval to progress with Stage 1, 2 and Item C detailed design and to submit the relevant Development Application
 - Development Application submitted
 - Delivery of 30% detailed design drawings
 - Completion of final business case and cost benefit analysis (required for future advocacy and funding attraction efforts).

With respect to urban growth infrastructure planning; undertakings from this quarter included ongoing support for the St Leonards and Waverley and the Alanvale Neighbourhood Plans and Infrastructure Funding Frameworks. Master planning as required under the St Leonards and Waverley Neighbourhood Plan has begun for the St Leonards village and the Waverley Lake area.

SENIOR LEADER PROJECT DESIGN & DELIVERY

The team is currently overseeing 37 active projects, comprising 18 in the design phase and the remainder under construction. The total value of all active construction projects is \$11.2 million (excluding the Albert Hall additional works).

During Quarter 2, efforts focused on preparing design packages for tender and evaluating and awarding contracts. Design documentation and contract packages for the Johnston Road pavement stabilisation, South Esk Road guardrail replacement, City Park play space, McKellar Road rehabilitation, Hardwicke Street rehabilitation, Cook Crescent rehabilitation and Churchill Park Sewer Pump Station have progressed through various stages of the project delivery lifecycle. In addition, the road and footpath reseal programs and the bus stop upgrade program remain on track for completion by the end of the financial year.

Key project updates:

Churchill Park sewer pump station

- Scope: Renew existing Sewer Pump Station and storage well
- Status: Construction is underway.

Hardwicke and Outram Streets intersection Rehabilitation

- Scope: Pavement rehabilitation and asphalt reseal
- Status: Contractor to begin works in April 2026.

McKellar Road Pavement Rehabilitation

- Scope: Pavement rehabilitation and asphalt reseal
- Status: Contractor to begin works February 2026.

Johnston Road pavement stabilisation

- Scope: Foam Bitumen Pavement Stabilisation between St.Leonards Road and Station Road.
- Status: Practical completion granted to Stabilised Pavements of Australia on 16 January 2026.

YMCA

- Scope: Construct new laundry and shower facilities
- Status: Project is complete.

City Park play space

- Scope: Redevelopment of playground to meet safety standards and renew aged assets
- Status: Evaluation of construction is underway. Anticipate tender recommendation report to be tabled at Closed Council meeting on 5 March.

Park Street amenities

- Scope: Construct new compliant toilet amenities
- Status: Evaluation of demolition and construction tender is complete. Report tabled at Closed Council meeting on 5 February.

Reseal Programs 2025/26

Program	Budget	Actual	Actual + Commitments	Comments
Road Reseal Program	\$4,270,000	\$3,452,688	\$3,597,702	42 sites completed
Footpath Renewal Program	\$1,132,856	\$887,799	\$1,102,030	17 sites completed

SENIOR LEADER ASSET MANAGEMENT PROJECT

The asset management project is progressing, focus on identified annual plan action K3: *improve asset management governance, practices and processes*. Key achievements included:

- Delivery of draft asset criticality rules applicable to all asset classes.
- Finalisation of an updated process for the Capital Project Prioritisation, and development of a draft prioritised capital project list for FY26/27.
- Continuation of sub-project aimed at enhancing organisation-wide asset management capabilities through targeted training.
- Participation in the Project Ignite tender panel, focusing on asset management capabilities of the potential systems.
- Participation in the Service Management project, ensuring alignment with Asset Management practices and organisational needs.

BUILDING ASSETS AND INVESTIGATIONS

Building Assets and Investigations concluded the quarter in a strong position, progressing key asset management, refurbishment, and operational initiatives.

Building Asset Management

All building condition reports were completed by 19 December 2025, strengthening Council's ability to proactively manage its building portfolio and prioritise investment in line with the Facilities Hierarchy. A comprehensive suite of Capital and Major Operations project bids were submitted for next financial year. These submissions were informed by the Facilities Hierarchy and condition reporting outcomes, supporting evidence-based decision making on future investment and renewal priorities.

Asset Investigations

Asset Investigations delivered targeted refurbishments and operational improvements across several facilities. Works at Carr Villa, including internal painting, new carpet, and upgraded furniture, improved functionality and presentation for staff and users. Scoping was undertaken for the refurbishment of the City Park public toilets was also completed, which will deliver a significantly enhanced public amenity. Refurbishment works commenced at the Remount Road Depot, including a new meeting room accommodating up to 20 people and four new hot desks to support flexible working. Staff relocation to the depot is underway, improving team integration and operational efficiency. Reactive maintenance at the Launceston Aquatic Centre continued throughout the quarter, with improved response times and coordinated service delivery maintained.

CAPITAL PROGRAM PROJECT VALUES BY STATUS*

Status	Actuals (\$M)	Actuals + Commitments (\$M)
Not started	\$0	\$0
Preliminary works	\$1.95	\$3.02
Work in progress	\$5.7	\$7.03
Practical completion	\$1.49	\$1.49
Sub totals	\$9.14	\$11.54

*Excludes Vehicle and Plant replacement, Town Hall Annexe, Albert Hall, Princess Theatre & EAC Masterplan.

KEY STATISTICS

Item	This quarter (Oct-Dec 25)	Last quarter (Jul-Sep 25)
Customer Service and Work Orders		
CSRs – Open <90 days	243	295
CSRs – Open >90 days	94	100
CSRs – New	2,892	2,892
CSRs – Closed	2,853	3,168
Average CSR time (days)	17 days	23 days
WOs – Open <90 days	304	360
WOs – Open >90 days	319	253
WOs – New	2,242	2,187
WOs – Closed	2,161	2,261
Average WO time (days)	22 days	29 days
Planning		
New DAs	146	157
Decided under delegation	138	123
Decided by Council	1	4

Average statutory timeframe to assess Discretionary Applications (days)	31	33.4
Average stop the clock period for applications determined during the quarter (days)	43.5	32
Number of Requests for Information sent	89	103
Permits		
Plans Sealed	13	12
Driveway Permits Issued	28	21
Heavy Vehicle Permits Issued	83	131
Road Occupation Permits Issued	53	63
Stormwater Connections Issued	6	9
People		
New employees	1	7
Vacancies	17	36
Internal promotions	0	1
Other		
Building Condition Reports completed	5	42
Grant applications submitted	0	3
Grant applications received	1	0
Trees planted	400	220
Tube stock planted	0	300

WORKSHOPS

Community Asset and Design presented this quarter (excluding DAs):

- Princess Theatre Redevelopment Project - Auditorium Seats (16 October)
- Northern Tasmanian Development Corporation Membership (6 November)
- Hoblers Bridge Road to Henry Street Link Road Business Case (4 December).

POLICY ADOPTIONS

Nil.

PROJECTS STATUS REPORT

Project	Program	Budget	Note
Built projects			
Albert Hall – Eastern Wing construction and Additional Works	Variance	Variance	Eastern Wing complete. Additional work is ongoing.
Princess Theatre	On track	On track	Contract executed with main works contractor in Q2.
NTCA project	On track	On track	
Strategic work			
City Skyline Study (formerly known as Building Heights and Massing Project)	Delayed	On track	Slight delays due to resourcing constraints and project priorities.

Housing Plan implementation	On track	On track	Adopted. Implementation commenced.
St Leonards and Waverley Neighbourhood Plan and Infrastructure Funding Framework	On track	On track	Neighbourhood Plan adopted by Council on 23 October.
South Prospect Neighbourhood Plan	In review	In review	Delays due to resourcing constraints and project priorities.
Local heritage listings - Scheme Amendments #1	Delayed	On track	Planning Commission hearing next quarter.
Alanvale Neighbourhood Plan	On track	On track	Consultants engaged for technical inputs and neighbourhood plan preparation.
Building Hierarchy and Level of Service plan	On track	On track	
Parks Services Level of Service review	Deferred	Deferred	Approach under review by Strategy and Innovation
Asset Management Health Check	Complete	Complete	

***Definitions:** Delays = Progress is delayed by more than 2 weeks compared to project plan / On track = Budget or Program is tracking according to plan / Variance = Budget has varied from budgeted amount / In review/planning = Being reviewed and no timeframes and/or budget committed. / Scheduled = Work is planned and awaiting resourcing to commence / Deferred = On hold.*

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

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 Submission - Housing Land Supply (Miscellaneous Amendments) Bill 2026

FILE NO: SF7872

AUTHOR: Suzy Lawrence (Senior Strategic Land Use Planner)

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

DECISION STATEMENT:

To endorse the submission (attached) on the draft *Housing Land Supply (Miscellaneous Amendments) Bill 2026*.

RELEVANT LEGISLATION:

- *Housing Land Supply Act 2018*
- *Homes Tasmania Act 2022*
- *Community Housing Providers National Law (Tasmania) Act 2013*
- *Acts Interpretation Act 1931*.

RECOMMENDATION:

That Council:

1. endorses the submission draft (ECM Doc Set ID 5334616), as attached, for lodgement with the State Planning Office by Friday 27 February 2026
2. continues to seek collaboration opportunities with Homes Tasmania to deliver quality housing outcomes, particularly in the Northern Suburbs.

BACKGROUND

The *Housing Land Supply Act 2018* was introduced by the State Government to accelerate the delivery of housing, particularly affordable and social housing, on eligible government owned land. The Act enables Homes Tasmania to nominate land to the Minister for the making of a *Housing Land Supply Order*, which can direct rezoning and the insertion or modification of planning controls to facilitate housing development.

Proposed Orders are publicly exhibited for 28 days, during which time submissions may be made by councils, relevant agencies, utility providers, adjoining landowners, and other statutory bodies. Following consideration of submissions, the Minister may make an Order, which is then implemented by the Tasmanian Planning Commission through amendments to the relevant Local Provisions Schedule, including zoning changes and, where required, the application of site-specific planning provisions.

While Orders are assessed against the same planning criteria as standard rezoning proposals under the *Land Use Planning and Approvals Act 1993*, the process differs from the conventional planning scheme amendment pathway by largely bypassing Council as the local Planning Authority and providing a limited timeframe for public input.

To date, fifteen Orders have been made across Tasmania, resulting in the rezoning of approximately 70 hectares of land. Within the City of Launceston municipal area, Orders have been implemented at Kings Meadows, Ravenswood, and Newnham, with Homes Tasmania currently liaising with Council on a potential Order at Rocherlea.

The *Housing Land Supply (Miscellaneous Amendments) Bill 2026* (Amendment Bill 2026) proposes amendments to the *Housing Land Supply Act 2018* to reduce delays in delivering affordable and social housing, responding to increased housing demand. Changes include minor administrative updates, transitional arrangements for existing Orders, and improved alignment with the State Planning Provisions. The most significant change relates to the timing of Parliamentary review, with the disallowance process moving from before an Order is made to after it is made, while retaining Parliament's ability to reverse the Order if it is disallowed.

REPORT:

The *Housing Land Supply Act 2018* continues to limit local planning discretion, creating a risk that State-led outcomes may not fully align with local strategies. Council's formal input is confined to a 28-day exhibition period, limiting the ability to assess community and infrastructure impacts. Without strong collaboration, there is potential for ad-hoc, site-by-site development.

Given that the Amendment Bill 2026 does not alter the existing legislative arrangements described above, Council considers it important to outline measures that will support effective planning and implementation of Housing Land Supply Orders. Council therefore makes the following recommendations to promote alignment with local strategy, support coordinated land release, and achieve positive outcomes for the community.

1. Homes Tasmania should continue engaging with Council during the early scoping of Housing Land Supply Orders to ensure alignment with local strategy, including the Launceston Housing Plan. This is particularly important given the limited 28-day formal exhibition period. Council welcomes Homes Tasmania's recent constructive engagement regarding Rocherlea. Early collaboration is essential because councils play a critical strategic and planning role administering planning schemes, advising on infrastructure capacity and local conditions, and helping ensure HLS proposals are well-integrated, feasible and responsive to community needs.
2. Council supports the technical amendments, including the removal of redundant references and alignment with the State Planning Provisions (SPPs), noting that these changes improve clarity and consistency within the planning framework. In relation to the procedural arrangements for the making and Parliamentary disallowance of Orders, Council notes that responsibility for the legislative process rests with Parliament and does not raise comment. Having regard to its role as a Planning Authority and Strategic Partner, Council therefore notes the proposed amendments and raises no objection to the Amendment Bill 2026 on the basis that it does not give rise to additional planning implications.

3. Structure planning should be recognised as a key mechanism for implementing Housing Land Supply Orders in line with the Tasmanian Planning Policy (Settlement), as it provides the spatial, servicing and sequencing framework needed to meet the Minister's statutory obligations. While Specific Area Plans (SAPs) and Site-Specific Qualifications (SSQs) can manage site-specific controls where an Order involves more than rezoning, only structure planning ensures strategic alignment with the TPPs and regional strategies by supporting coordinated infrastructure, meaningful community engagement and sustainable, well-planned settlement outcomes.
4. Housing Land Supply Orders should be prepared in alignment with existing or emerging structure or neighbourhood plans to ensure land release occurs within a coordinated and strategically informed framework. Launceston's recent neighbourhood planning work, demonstrated through the St Leonards and Waverley Neighbourhood Plan, shows that high-quality, community-supported planning can be delivered rapidly when resourced appropriately, and Council's Housing Plan commits to continuing this work in Alanvale, South Prospect, Mowbray and Kings Meadows in the short term. Given recent and proposed Homes Tasmania land releases in Rocherlea and Ravenswood, alongside significant State land ownership in the area, neighbourhood planning for the Northern Suburbs could be brought forward to ensure coordinated and future-focused growth.

NEXT STEPS

Council will continue to explore the opportunity of a potential partnership with Homes Tasmania on neighbourhood planning in the northern suburbs and welcomes ongoing early engagement on any future Housing Land Supply Orders to ensure they align with local planning work and infrastructure needs. Council is also open to establishing a joint planning process or project group to support coordinated neighbourhood planning, identify funding opportunities, and guide the sequencing of development.

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

Strategic Pillar 2 - Place

Goal 2.1 Plan for current and medium-term housing and infrastructure needs while maintaining a focus on a longer-term growth projection of 100,000 residents.

Objective 2.1(a)

Facilitate an increase in housing supply to meet current demand and align with planned growth, aiming and planning for 4,300 new homes in priority development and infill areas by 2035.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. CoL Submission to State Government Housing Land Supply Act Amendment Bill
[19.2.1 - 3 pages]

20. DELIVERY AND PERFORMANCE

20.1. Quarterly Report - Delivery and Performance

FILE NO: SF0927

AUTHOR: Emily Causley (Executive Assistant - Delivery and Performance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To receive a report about activities of Delivery and Performance between 1 October and 31 December 2025.

RELEVANT LEGISLATION:

Not Applicable.

RECOMMENDATION:

That Council:

1. receives the report noting the activities of Delivery and Performance for the period 1 October and 31 December 2025.
-

REPORT:

EXECUTIVE LEADER REPORT

While much of the Delivery Performance Network's day-to-day activity continues to focus on core business functions, as outlined in each team's report, the past quarter has also included several important highlights.

The team played a key role in supporting a significant organisational change during Q2, ensuring smooth coordination and continuity across impacted areas.

Looking ahead, preparation for the 2026/2027 financial year is well underway. Work has commenced on the development of the draft operational and capital budgets, ensuring alignment with Council's Strategic Plan, Annual Plan, and Four-Year Delivery Plan. This forward planning is designed to ensure the organisation is appropriately resourced to deliver on its commitments and priorities.

Stakeholder meetings and significant pieces of work

- Quarterly Audit Panel meeting
- Organisational change – Project Shape – planning and implementation
- Incident Management Response Training
- Review and approval of a new public facing Rates payment system
- National Procurement Conference – Sydney
- 2026/2027 Budget planning and preparation
- Internal Auditor – Wise Lord & Ferguson – project scoping and future planning
- Long Term Financial Plan updates
- Mental Health First Aid training program discussions
- Asset management Steering Committee
- Enterprise Agreement updates
- Project Ignite implementation planning and finalisation of terms and conditions
- Alicia McKay Workshops
- Dogs Home of Tasmania and Just Cats site visit
- Continuation of Risk Appetite Statement

Council Workshops and Meeting Items

- Proposed 2026 Council Meeting and workshop schedule
- Budget Amendments 2025/2026
- Monthly Finance Reports
- Development of a Register of Interests Policy
- Wood Smoke Plan
- Targeted review of the Local Government Act 1993 (Tas)
- Gorge Scenic Chairlift Update
- Project Ignite – CD022/2025 ERP Procurement Update
- Russell Plains Farm – Proposed Right of Way
- Hawthorn Partnership
- Risk Appetite Statement Workshop
- Chief Executive Officer's Contract and Performance Review
- Councillor Expenses and Resources Policy
- Council Meeting, Workshop, Planning Authority and Pillar Committee Meetings
- Audit Panel Report 2025
- Child and Youth Safety Policy
- Tender – Insurance Brokerage Services CD063/2025
- Response to Notice of Motion – Councillor AJ Palmer – Family Violence
- Local Government Amendment (Targeted Reform) Bill 2025 – City of Launceston Submission
- Request for Remission of Rates – Nunamara Hall
- Audit Panel Charter
- Revocation of Unsolicited Proposals to Develop Council Owned Land Procedure
- Section 75CA Agreement for protrusions over a footpath – 139-143 Hobart Road, Kings Meadows
- Lease – Lilydale Hall
- Lease – TS Navy Cadets
- Council Meeting Schedule 2026

SENIOR LEADER PEOPLE AND CULTURE

Senior Leader

This quarter, the People and Culture Team has focused on delivering high-value support during a period of significant organisational change, while progressing two major bodies of work: the Enterprise Agreement bargaining process and the organisation-wide changes under Project Shape. The organisational change program has required close collaboration across Workplace Health and Safety, Organisational Development, and Human Resources.

In the Acting Senior Leader role, priority has been placed on stabilising and supporting the People and Culture team through this intensive period, ensuring continuity of service and strong alignment with organisational needs. The team has maintained its commitment to partnering with leaders and employees to sustain a safe, contemporary, and engaging workplace.

Preparation for the implementation of the new organisational structure from 23 February has been a major focus, involving extensive systems updates and close work with Finance and IT to ensure readiness, including supporting leaders with budget preparations aligned to the new structure. Support has also been provided to employees impacted by change and to ensure the HR team was resourced, prepared, and supported for this demanding work.

In addition, preparations are underway within the People and Culture Team for the structure go-live date. This will see the Organisational Development team transition to another network, while People and Culture will welcome new colleagues from Legal, Governance, Emergency Management, and Information Services. Compliance training will remain with the WHS Team.

Human Resources

The Human Resources (HR) Team have undertaken the following Business as Usual (BAU) work during the last quarter:

Recruitment:

40 recruitment processes were completed this quarter, representing a 40% decrease from the previous quarter. This reduction is due in part to more selective recruitment in preparation for the upcoming organisational restructure.

External Appointments - 24 (60%)

Internal Appointments - 16 (40%)

Unsuccessful Recruitments - 5

Paused Recruitments - 1

Employee Departures:

Although 26 employees left the City of Launceston, organisational change affecting 16 positions reduces the adjusted number of departures to 10 resulting in an adjusted turnover rate of 2%

Exit Interviews:

2 exit interviews conducted. 20% of employees who left this quarter participated in an exit interview, reflecting a 4% decrease in participation from the previous quarter.

Options for improving participation in exit surveys are currently being explored, including alternative methods of collecting feedback.

The Human Resources Team have undertaken the following special projects and initiatives during the last quarter:

Policy and Procedure Reviews

Regular reviews are being undertaken to ensure HR policies remain current, practical, and aligned with contemporary workforce standards and Our Values. This supports consistent, fair, and legally compliant practices across the organisation:

- Disciplinary Policy and Procedure – updates to ensure fairness and compliance with legislative requirements
- Communications Policy – provides clearer expectations around internal and external communications
- Fitness for Work Policy – ensures clear processes for managing health, wellbeing, and fitness for duty concerns
- Rehabilitation Policy – strengthens support for employees returning to work after injury or illness
- Relocation Allowance Policy and Relocation Expenses Procedure - clarifies entitlements and processes to ensure consistent, transparent relocation assistance and broaden our potential talent pool
- Higher Duties (CEO, Executive and Senior Leadership) Procedure - provides clear guidance on expectations and approval processes to ensure fairness, transparency, and consistency in higher-duties arrangements for senior leadership roles.

New Policy / Procedure Development:

- Probation Policy - establishes clear expectations, assessment processes, and support mechanisms during the initial employment period to ensure role suitability and successful onboarding
- Workplace Investigations Procedure - outlines fair, transparent, and consistent processes for responding to concerns or allegations, ensuring issues are managed promptly, impartially, and in accordance with legislative obligations.

Transition to online forms

The transition to online forms progressed in partnership with the IT Team, with Purchased Leave and Flexible Work Arrangement forms now available. These enhancements support greater efficiency, reduce administrative burden, improve data accuracy, and provide a more seamless user experience.

Ongoing Enterprise Agreement negotiations.

Enterprise Agreement negotiations continued, with the Enterprise Agreement Advisor facilitating a collaborative bargaining process and engaging closely with stakeholders to work toward a contemporary, future-focused agreement. A key feature of the current negotiations is the proposed four-day week at 100% pay, reflecting the organisation's commitment to modern, evidence-based work practices and a progressive Enterprise Agreement. With an agreement-in-principle now reached, efforts are focused on finalising documentation, supporting information sessions, and preparing for the employee vote and subsequent Fair Work Commission approval.

Recruitment Marketing Strategy

Further recruitment marketing initiatives were launched, including a new recruitment video developed in collaboration with the Communications team. The campaign also features refreshed advertising language and an updated look and feel that aligns with our Lonnie place brand. This approach highlights the City of Launceston as an employer of choice and more broadly promotes Launceston as a vibrant, welcoming, and innovative place to live, work, and build a career.

Onsite, Proactive Employee Assistance Program (EAP)

Offered onsite EAP sessions, achieving high engagement with several days fully booked. Providing proactive, onsite support aims to make wellbeing services more accessible, reduce barriers to seeking help, and encourage early intervention. This approach helps normalise help-seeking behaviours, supports a healthier workplace culture, and ensures employees can access confidential guidance promptly when challenges arise.

Performance and Development Discussions (PDDs)

The Organisation achieved an 89% completion rate for the 2025 PDDs, an increase from 76% completion the previous year. This outcome was supported by close collaboration with the Organisational Development team to implement a refreshed, staged approach to Performance Development Discussions. Extensive support, resources, and training were provided to leaders to build confidence and capability in facilitating these important conversations, resulting in stronger engagement and more consistent practice across the organisation.

HR Team Development and Structure

Progressed the development and transition to a Human Resources Business Partner model. This model enhances proactive engagement with leaders, provides more tailored and strategic people support, and strengthens consistency and collaboration across the organisation.

Alongside this structural transition, we have continued to invest in HR team capability development, including supporting one team member to undertake the Diploma of Human Resource Management through OD's Education Assistance Program, increasing contemporary HR expertise and building capability aligned to organisational needs.

The HR Team Leader also attended the National Australian Human Resources Institute (AHRI) Conference in Sydney. Participation in this national event supports ongoing professional development, helps ensure our practice remains contemporary, strengthens industry networks, and provides insights into emerging trends and leading HR practice that can be applied within our organisation.

Supported Major Organisational Change Through Project Shape.

The HR Team played a key role in supporting the Executive Team through Project Shape, helping guide the organisation as it realigned its structure to better deliver the City's newly endorsed Strategic Plan, which calls for a modern, flexible, and fit-for-purpose organisation able to deliver across the Prosperity, Place and People pillars and respond to emerging priorities. By working closely with the Executive Team, HR ensured the change process was consistent, compliant, and people-centred - maintaining clarity, supporting leaders, and contributing to a smooth transition as roles, functions and reporting lines were reshaped to strengthen frontline capability and long-term operational delivery. Preparations for implementation on 23 February remain on track, with HR continuing to support leaders and teams through the transition.

Enhanced People Insights reporting

Our enhanced People Insights reporting provides leaders with deeper, more accessible information on employee leave patterns and broader workforce trends. These improvements strengthen proactive leave management, support employee wellbeing, ensure compliance with the Enterprise Agreement, and reduce organisational liability.

The HR team continue to work closely with leaders to ensure that relevant data is easy to access, clearly understood, and effectively used to identify emerging patterns and support informed decision-making. This ongoing engagement enables leaders to respond early to potential risks, promote healthier work practices, and maintain a positive employee experience.

HR Business Partners will continue to play a key role in supporting this work by helping leaders interpret insights, translate data into practical actions, and embed consistent, proactive workforce management across the organisation.

Organisational Development

The Organisational Development (OD) Team have undertaken the following BAU and Team Plan work during the last quarter:

City of Launceston Values

The OD Team continued promoting Our Values through internal visual banners with a focus on 'We Go Home Safe and Well'. A total of 63 Values Recognition submissions were received: Our People Matter (32), We Bring an Open Mind (21), We Care About Our Community (8), and We Go Home Safe and Well (2).

Employee Development & Training Program

The OD Team delivered a broad range of compliance and capability-based training across networks, including CPR, First Aid, Confined Spaces, Sexual Harassment training and role-specific competencies.

The OD Team has organised the following training this quarter and completed by the following Networks:

Community Assets and Design

- Enter and Work in Confined Spaces [2]
- Provide CPR [82]
- Induction Tour [6]
- Operate and Maintain Chainsaws [7]
- Provide First Aid [3]
- Work Safely at Heights [1]
- Sexual Harassment Online Training [64]
- Connections and Livability (Excluding Launceston Aquatic Centre)
- Chief Warden Training [2]
- Elevated Work Platform Competency [1]
- Frontline Adaptive Communication [16]
- Provide CPR [1]
- Provide First Aid [1]
- Sexual Harassment Online Training [97]
- Delivery and Performance
- Mental Health First Aid Accredited [3]
- Chief Warden Competency [1]
- Induction Tour [7]
- Frontline Adaptive Communication [12]
- Provide CPR [3]
- Provide First Aid [2]
- Sexual Harassment Online Training [36]
- QVMAG
- Induction Tour [1]
- Provide CPR [2]
- Provide First Aid [2]
- Sexual Harassment Online Training [34]
- Strategy Innovation and Performance
- Sexual Harassment Online Training [12]

Office of the CEO

- (Chief) Warden Competency [1]
- Sexual Harassment Online Training [11]

Apprentices and Trainees

The Organisational Development team has continued to support employees with Apprenticeships and Traineeships in a range of diverse areas. Currently there are 3 directly employed apprentices and 6 trainees being supported through enrolment, regular check-in meetings and liaison with training providers.

Learning Management System

The MyLearning platform has successfully transitioned from its launch phase into a period of high-impact operational delivery. The OD Team has worked on accessible eLearning design, ensuring all employees can interact with training in an inclusive environment.

The platform saw strong engagement with a 98% course completion rate, 51 minutes average time spent per user, and over 90% compliance.

Top Completed Courses:

- Sexual Harassment (253)
- Transition to Retirement Policy (39)
- Code of Conduct (32)
- WHS Policy (31)
- SafetyCircle Induction (28)

DiSC Profiles and Catalyst Project

Three DiSC assessments were completed, and 51 employees finalised Catalyst profiles, with positive feedback.

The Organisational Development team also completed the migration of DiSC profiles to the Catalyst platform, replacing legacy static reports with interactive, on-demand experience that supports improved collaboration and team development.

Leadership Development

In November 2025, the OD Team held a Celebratory Event for the civic recognition of 13 members from the Senior Leadership Team (SLT) achieving the Diploma of Local Government.

The Emerging Leaders Program reached mid-phase, and strategic leadership training with Alicia McKay enhanced organisational capability.

Onboarding and Induction

One ELT Morning Tea welcomed six new starters. Two Induction Tours supported 20 participants with strong feedback (4.9/5).

Capabilities Framework

Design and consultation commenced on the Capabilities Framework, including external review and creation of a Work Breakdown Structure.

Wellbeing Hub

The Wellbeing Hub was refreshed for clearer navigation, updated content, and improved visibility of support pathways including EAP and RISE.

Training and Development Register

Information from 527 PDDs was consolidated into a Training and Development Register, providing a strong dataset for organisational planning.

Workplace Health and Safety (WHS) Team

The WHS Team have undertaken the following BAU and Team Plan work during the last quarter:

Safety Circle Essentials (Safety Culture Training Session)

- 3 SafetyCircle sessions with 17 attendants

Safety Bulletins, Alerts and Publications

- 3 Safety Bulletins
- 3 Safety News publications

Risk Assessments

- 12 Risk assessments on 7 teams

Audits and Inspections

- 0 External Audit
- 3 WHS Audits/Inspections
- 13 HSR Workplace Inspections
- 52 Documented Site Interactions

Incident Investigations

- 0 Completed Incident Investigations
- 5 Incident Investigations in progress (3x 5 Why and 2x ICAM)

WHS Committee Meetings

- 3 Facilitations of the WHS Committee Meetings

Policy and Procedure Reviews

- 6 documents updated
 - 21-Fm-157 - Chemical Purchase Approval Form
 - 21-Pr-150 Opening ECM before incident close out - Standard Operating Procedure
 - 21-Fm-154 SWMS Weed Pesticide Spraying
 - 21-ToR-087 - HSR Work Group and Recruitment Detailed Procedure
 - 21-ToR-001 - Health and Safety Committee - Terms of Reference
 - 21-Pr-146 E Bike and Scooter Use
- 6 new documents developed
 - 21-Pr-193 SOP - Appropriate Placement of Adjustable LEV System
 - 21-Pr-188 SOP - Safely Navigating Kerbs
 - 21-Pr-191-SWP Greenworks Zero-Turn Mower (new)
 - 21-Pr-192-SWP Toro Reelmaster 5010-H (new)
 - 21-Pr-189 SWP John Deere X380 (new)
 - 21-Pr-190-SWP Grabo Pro-Lifter (new)

SENIOR LEADER FINANCE

Payables

Once again, the December quarter ends frantically for the payables team as we aim to pay as many suppliers as possible before Christmas and process two payrolls in the final two weeks to ensure our employees are paid over the Christmas shut down period. For the quarter we processed 7 regular fortnightly payroll payments at a total value of \$13,852,688.86 for 657 employees and paid \$1,824,317.05 to 55 different superannuation funds.

We made 7 creditor payments, made up of 2102 supplier payments totalling \$32,927,055.40 for 5282 invoices we received. We held 16 payroll inductions for new employees and created 94 new suppliers in our creditors system.

Alongside the business-as-usual work, the team have been busy scoping scenarios for some proposed EA changes to identify potential payroll system configuration works as well as testing development software for upcoming upgrades to both payroll and accounts payable software.

Receivables

We issued instalment three notice reminders, a total of 21,062 rates notices issued either electronically or hard copy. We issued 1717 council certificates, 1171 Certificate of Liabilities (132) and 546 Council Land Information Certificates (337). We processed 730 property ownership transfers, we also processed 48 applications for new garbage bins and 253 changes to existing bins including; damaged (279), stolen (128), change in size (44) and removed services (2). We issued 1233 sundry debtor invoices with a total value of \$8,664,326.55 and receipted associated payments for \$5,171,751.68. We recorded rates payments of \$19,819,084.10.

Accounting

The Accounting Team commenced the annual budget process for 2026/2027, performing a large volume of background tasks, processes and calculations to enable us to distribute budget workings to all Council teams. A change will see Senior Leaders now responsible for directly entering budgets into the TechOne Budget Module.

Annual State Government Consolidated Data Collection (CDCS) reporting for the 2024/25 financial year and a quarterly Engineering Construction Survey were completed, along with audits for Roads to Recovery (RTR) and Local Roads and Community Infrastructure (LRCI) program funding also being completed.

WLF Accounting & Advisory, Council's internal auditors, undertook a fraud and corruption audit visit to review processes and procedures relating to general ledger journals, bank reconciliation and supplier bank account audit checks. Team members participate in various discussions to support the internal audit process. Team members also had the opportunity to attend and contribute toward Audit Panel meetings.

In addition to day to day, there were several further tasks undertaken by the Team. These included significant testing for an anticipated TechOne update to Version 2025A and ongoing testing of iArchive software. This software is expected to be the source of current TechOne financial data following the go live of CARP/Project Ignite. Enhancements have been made to the Monthly Finance Performance Report which is reported to Council. The report is now being continually reviewed and improved.

Asset Accounting processed the following transactions during the quarter

- Capitalisation of 77 assets valued at \$2,846,010
- Disposal of 73 assets with a combined written down value of \$323,404
- Disposal and transfer of 253 York Park assets to Stadiums Tasmania with a combined written down value of \$61,836,590
- 12 Budget Amendments were processed and reported to Council 3 times

The Team has continued to experience challenges due to the loss of experience and knowledge. We are making ongoing efforts to train and cross skill team members.

SENIOR LEADER TECHNOLOGY AND INFORMATION SERVICES

Technology Services

Service desk

IT Service desk Stats for the quarter are as follows and contains work completed by the Technology Services Team and the Corporate Applications Team.

Data	Calculation	Result
Total number of IT tickets closed	All IT tickets closed last quarter.	3326
Total number of end-user generated IT tickets closed	Incidents + Service Requests (exl. Internal tasks, recurring tasks, events etc.) Requests closed last quarter.	1535
Total number of end-user generated tickets that were received via a phone call.	Incidents + Service Requests which have a request mode of "Phone Call" closed last quarter.	308
Knowledge base articles created and reviewed	Number of KB articles reviewed + Number of KB articles created last quarter.	77
Number of Device Deployed/Setup	Devices replaced/deployed/setup for the quarter including phone, tablets and pc's	226

Sentinel

These figures outline the volume of security notifications the team review and deal with this quarter.

Data	Calculation	Result
Total number of Sentinel incidents reviewed, actioned and closed	All sentinel security incidents reviewed, actioned and closed last quarter	262
High Severity Sentinel incidents reviewed, actioned and closed	High Severity incidents reviewed, actioned and closed last quarter	75
Medium Severity Sentinel incidents reviewed, actioned and closed	Medium Severity incidents reviewed, actioned and closed last quarter	14
Low Severity Sentinel incidents reviewed, actioned and closed	Low Severity incidents reviewed, actioned and closed last quarter	14
Informational Sentinel incidents reviewed, actioned and closed	Informational incidents reviewed, actioned and closed last quarter	159

Windows 11 & VPN upgrade

Upgrading Council's end-user windows device fleet from Windows 10 to Windows 11 and rolling out secure remote access solution with minimal disruption to staff.

- 91% of the laptop fleet completed at end of Q2

Windows Server 2016 upgrade

Windows Server 2016 operating system will reach its end of life on January 12, 2027.

- 32 Windows Server replacements/upgrades remaining

Network infrastructure upgrades (edge switch replacements)

The following sites have been completed:

- Townhall
- Townhall Annexe
- Carr Villa
- Police station
- Remount Road
- Aquatic Centre

The following sites delayed and scheduled for completion by early March due to staff availability toward the end of Q2:

- Riverbend Park
- QVMAG
- Mowbray Central
- Car Parks

Application control - Airlock Digital

Strict application control is being implemented across all end-user Windows devices to stop the installation and use of unauthorized software (shadow IT), enhancing the overall security posture of the Council's IT network.

- All end-user Windows devices scheduled to be in enforcement mode by End of February.

Network Firewall Replacement

Council's end-of-life Network Firewalls (Townhall & Windmill hill Hall) were replaced, network services successfully cutover to the new firewalls out of business hours with minimal service disruption.

SAN (Storage Area Network) Replacement

Council's SAN infrastructure will reach the end of its extended warranty and support period at close of this financial year (its 6th year in service) and is scheduled for replacement. The SAN forms the backbone of our IT environment, hosting the majority of Council's critical corporate data, underpinning our core systems.

- RFQ released on 28/11/2025
- responses reviewed and scoring finalised.
- Successful respondent to be advised at start of Q3
- Work to install, migrate data and decommission old SAN to be completed before end of Q4

Replacement handheld devices for Parking Team

IT have been working with software vendor and Parking Team to roll out brand new devices with the latest parking software installed.

Device rollout scheduled for Q3

Corporate Applications

Power BI reporting refresh reliability

Resolved dataset refresh failures so reporting stayed current and trustworthy.

- This enhances decision-making and operational visibility from accurate reporting.

SQL Server job failure triage and recovery (work order integrations)

Diagnosed and cleared SQL Agent job failures impacting automated TechOne/work order processes.

- This protects end-to-end operational workflows and reduces backlog.

Bookable

Facilities continually being added to the portal and on-going training with officers from Customer Service, Parks and Building Asset Investigations.

Completed Q2:

- Active Launceston - went live 4 November 2025.

In Progress:

- NTCA complex (UAT)
- Invermay Park
- Inveresk Multipurpose Arena
- Revisiting configuration of Churchill Park and scoping new additions incl Home Energy Audit Kits, Thermal Imaging Camera Kit, Induction Stovetop Kit.

Online Forms Migration Utilising Technology One Business and Forms Processing

The CAT team have been digitizing paper forms and processes, automating workflows to increase efficiency and save paper.

Completed thus far:

- Personnel Advice form
- Remuneration Review form
- Training and Development Application form
- Additional Leave Application form
- Individual Flexibility Arrangement form
- Employee Recruitment Authorisation form

In-progress:

- Electronic Timesheets - Final delivery delayed to work through some issues with payroll.

Capital Planning & Delivery (CPD)

Finalised and delivered to the business.

2025A Tech 1 Upgrade

Technical Upgrade and Installation of TechOne 2025A

- This project has been placed on-hold due to technical issues with Transform (integration between T1 Property and T1 ECM).
- Waiting on a report from TechOne on what is required to fix the technical issues within our Dev environment so the update can proceed.

Information Services

For this period, Information Services has processed the following:

Data	Calculation	Result
Number of Emails through contacus@launceston.tas.gov.au	Logged as each email arrives	4027
Information Services Enquires	Calls and visits made to Information Services	246
Documents registered into ECM	Reported by each staff member	2320

Mail Opened	Reported by each staff member	1542
Mail Posted	Reported by each staff member	11645
Files Culled (Moved from hardcopy to digital)	Reported by each staff member	2120

- All Processes within the Information Services team are now digital.
- 'Files Culled' statistic above is related to an ongoing project to digitize all hard copy files in storage (as permitted by the Archives Office).

Staff movements

Robyn Stott - Information Services Administrator, resigned from the organization after 25 years of service.

PROJECT IGNITE

Council endorsed the recommendation to award contract CD022/2025 to Technology One for the hosting, support, and implementation of its SaaS+ Cloud ERP solution. The contract was formally signed by the Chief Executive Officer in December 2025.

ELT endorsed the project's governance and decision-making framework, including the establishment of the Change Advisory Board (CAB). The CAB, comprising Council leadership and key stakeholders, will provide oversight across risk, quality, and change management activities.

A detailed resource plan is currently being developed with leadership teams in preparation for the Project Kick-off and commencement of the Plan Stage in February/March 2026. This stage is expected to run for two months and will deliver several foundational outputs, including:

- Approved resource plan
- Approved project plan
- Data migration plan
- Change management plan
- Design verification workshops
- Approved configuration scope

The project will be delivered in two phases. Phase 1 will implement core modules—Financials, Payroll, Asset Management, Project Management, and Supply Chain—and is scheduled for delivery by the end of 2026.

SENIOR LEADER GOVERNANCE

Governance

The quarter saw several insurance matters resolved, including payment of the Cataract Gorge fire claim (\$48,313.09) and receipt of the UTAS Stadium premium refund (\$113,886.72). Building valuations over \$500K commenced, a \$2,000 recovery was secured for community-caused damage, and preparations began for the annual insurance renewal with only minor updates expected

Risk management work this quarter focused on developing a Draft Risk Appetite Statement and Framework, responding to audit recommendations through an Enterprise Risk Management Road Map, and providing risk support for the Asset Criticality and Service Management projects

During the October–December 2025 quarter, the Procurement Team continued to provide high-level support across Council, with activity increasing in the lead-up to the final Council meeting of the year. The period was characterised by a significant volume of procurement preparation, including the development of quotation packages and tender documentation required to progress priority projects scheduled for commencement in early 2026.

The team contributed to a wide range of project initiatives across multiple departments, ensuring procurement processes were compliant, timely and aligned with organisational objectives. This included supporting strategic planning work such as the St Leonards Village Masterplan (confirmation of scope to be inserted), as well as operational projects requiring detailed procurement input.

Legal Services provided organisation-wide advice, supported policy updates, managed multiple Right to Information applications, and assisted the Ombudsman's Office. Leasing and Licensing progressed major negotiations, including the Gorge Restaurant EOI, regional animal-management agreements, and the new Princess Theatre lease.

The Emergency Management Team delivered an active and collaborative quarter focused on preparedness and community resilience. Key work included incident-management training, community engagement for Disaster Risk Reduction Day, activation of the Incident Management Team during North Esk River flooding, hosting the Disability Inclusive Emergency Planning Forum, and assisting Break O'Day Council during fire-related evacuations

Insurance

- The over excess claim we lodged for the Cataract Gorge fire was paid on 18/12/2025 - \$48,313.09
- The refund for the UTAS stadium premium has finally been paid - \$113,886.72
- In late November and mid-December, Col had Marsh Valuations in town doing valuations on all buildings over \$500K. Some inspections and the report are still outstanding.
- Refund of \$2000.00 received from a third party community member who caused damage to a guard rail/fence in West Launceston last February
- Preparations began for the annual insurance renewal process - expect only small changes to previous year's questions

Policy

A critical position remains vacant, which is limiting the team's capacity to progress this work. The position will be recruited during the following quarter.

Risk

Risk management activities were concentrated on three main areas.

1. Developing a Draft Risk Appetite Statement and Framework, that further emphasises Council's commitment to making well informed, transparent, and responsible decisions by further intergrading risk-based decision making and ensuring that more decisions are made with consideration of both short-term and long-term risks and opportunities.
2. Reviewing and responding to the recommendations following the internal audit of the Risk Management Framework. This included the development of the Enterprise Risk Management Road Map which includes a 3 phased structured approach for how Council will build, operate, and improve its risk management capabilities and organisational resilience over time.
3. Assisting with the risk management queries associated with the Asset Criticality and Service Management projects.

Procurement

Service contracts

The Building Asset Management (BAM) team has observed a marked improvement in the performance of the new CBD public amenities cleaning contractor following earlier service challenges. The implementation of an online portal has increased transparency and enabled more effective monitoring, resulting in service levels now meeting Council's expectations. Regular bi-monthly meetings continue to support the management of contract obligations.

The Procurement Team is working with BAM to review several existing service contracts to ensure value for money and alignment with operational requirements. Contracts currently under review include:

- Hygiene and Sanitary Services
- Town Hall Cleaning Services
- Asset Maintenance – Fire and Electrical
- Security Patrol and Alarm Response
- Parks and Facility Cleaning
- Panel of Providers – Vegetation Management and Plant Hire
- Cataract Gorge Reserve Security Services
- Parking Application

Service Contracts finalised and implemented this quarter include:

- Insurance Brokerage Services
- Extension to the LAC Cleaning Contract

Supplier onboarding and compliance

During the quarter, approximately 47 new suppliers were onboarded and 26 supplier details updated.

Tenders and requests for quotations

The Procurement Team coordinated a range of tenders and quotations to support the delivery of key operational and capital projects. Procurement activities undertaken included:

- Backup Power Provisions – Consulting Services
- City Park Play Space Redevelopment
- Detention Dams Comprehensive Reporting 2025
- Environmental Site Assessment – Tamar Valley Yacht Club Slipway
- Fuel Product Supply
- Line Marking Renewal Program 2025–2026
- Mobile Food and Café Van – Civic Square
- Park Street Amenities Demolition and Construction
- Punchbowl Reserve Play Space Upgrade
- Road and Footpath Condition Assessment 2025
- Expression of Interest – Transfer of Ownership and Operation of the Electric Vehicle Charger Network

In accordance with Council's Procurement Policy, exemptions from the Public Tender Process were approved for:

- Royal Park Public Amenities Facility
- City of Launceston SAN Replacement

Tenders

Several Tenders progressed to completion during the period with recommendations presented to Council for resolution. All tenders listed below have been formally accepted by Council, and the Procurement Team is now finalising contract documentation and notifying all Tenderers of the outcomes.

Accepted tenders for the quarter were:

- South Esk Road Guardrail Replacement
- Johnson Road Pavement Stabilisation
- Gorge Restaurant Upgrade Project
- Hardwicke Street and Outram Street Intersection Rehabilitation
- McKellar Road Pavement Rehabilitation
- Park Street Amenities Demolition and Construction of pre-fabricated modular amenities
- Punchbowl Reserve Play Space Upgrade Project
- ESRI ArcGIS Software.
- Bridge Condition Assessments 2025–2028

Legal Services

- Provided assistance to various teams across the entire organisation, including but not limited to the following matters:
 - i. Transfer of "Active Launceston" to Council;
 - ii. Termination of previous parking meter software and license agreement, and entering into a new agreement with a different service provider;
 - iii. Implementation of new sign-in kiosk in Town Hall;
 - iv. Proposed purchase and installation of surveillance technology to monitor and collect traffic data;
 - v. Container refund arrangement with Veolia.
- Reviewed, assisted, and updated various Council Policies including Personal Information Protection (Privacy) Policy and Boundary Fence Policy.
- Assessed and provided the relevant Decision Letter/s for at least six (6) Right to Information Applications, with at least one (1) application being withdrawn by the applicant as requested information provided as an "active disclosure".
- Assisted the Office of the Ombudsman with their investigation and provided them with requested information to assist with their assessment with complaints received by their office.
- Successfully completed a comprehensive Expression of Interest (EOI) campaign, resulting in the identification and recommendation of a preferred lessee for the Gorge Restaurant. An independent agent managed the campaign to ensure transparency, probity, and competitive market engagement. A detailed report outlining the process undertaken, evaluation methodology, and recommendation presented to Council on 5 February for consideration and endorsement.
- Finalised negotiations to execute a Deed of Extension and Variation to the existing agreement, formally exercising the option for a second term with the Dogs' Home of Tasmania (DHoT). The deed secures continued occupancy under revised and mutually agreed commercial and operational terms, ensuring service continuity while aligning the agreement with current governance, compliance, and asset management requirements.
- Completed a competitive Expression of Interest (EOI) process for the Northern Regional Cats Shelter tenancy. Following an open and transparent market process, the incumbent operator was the sole respondent. A thorough evaluation confirmed the submission met the required criteria and demonstrated capacity to continue delivering the service. Subsequent negotiations have resulted in agreement on revised commercial and operational terms which has been presented to Council on the 5 February for consideration.
- Concluded negotiations for a new lease agreement enabling Theatre North to re-enter the Princess Theatre following completion of the scheduled capital works. This process included coordinating the formal surrender of the existing lease, managing transitional arrangements, and ensuring full alignment with the resolution endorsed by Council on 29 May 2025."

Emergency management

The Emergency Management Team has had a productive and highly engaged quarter, with a strong focus on preparedness, planning, and inter-municipal support. Key activities are outlined below:

October 2025

- Participated in Incident Management Training to 22 CoL officers.
- Public launch of The Adaptation Game.
- Hosted a Pop-Up Stall at St Lukes Launceston to celebrate the International Day of Disaster Risk Reduction.
- Held the Municipal Emergency Management Committee Meeting.
- Observed the closure of the Charles Street Bridge levee gate.
- Hosted an Emergency Management Stall at the Lilydale Big Day Out.
- Council's Incident Management Team activated to manage risks associated with moderate flooding in the North Esk river.

November 2025

- Hosted the Disability Inclusive Emergency Planning Forum, facilitated by the National Emergency Management Agency.
- Attended the Northern Region Social Recovery Committee Meeting.

December 2025

- Council officers participated in the Northern Region Recovery Exercise.
- Multiple council staff supported Break O'Day Council at an evacuation centre in St Helens after parts of the township were evacuated due to fire danger. Officers were deployed for several days providing on-the-ground community support.

SENIOR LEADER HEALTH AND COMPLIANCE

Leadership Update

During the past quarter, Health and Compliance continued to operate through a period of leadership transition and resourcing complexity, while maintaining service delivery during one of the busiest operational periods of the year.

The Team Leader Environmental Health role was finalised late in the quarter, with the successful appointee commencing in February. In the interim, the Environmental Health team has been under the custodianship of Matt Morgan since December. Matt has provided strong and steady leadership, supporting the team through peak seasonal demand, major public events and significant forward planning associated with large-scale events, including the Foo Fighters concert.

The Parking team navigated a period of uncertainty in leadership arrangements. The Coordinator Parking role was awarded to an officer currently on maternity leave, with two Parking Officers jointly acting in the role during this period and performing exceptionally well. This coincided with changes in the Team Leader Parking position, including potential resignation, extended leave, and redundancy arising from Project Shape. The team farewelled Lee, whose leadership played a significant role in transforming parking operations from a predominantly punitive model to one focused on customer care, education and community outcomes. His legacy continues to positively influence the team's approach.

Across other areas of Health and Compliance, teams have continued to experience resourcing pressures associated with staff acting in higher duties, extended personal leave and delays in recruitment while team-wide position description updates were progressed. The portfolio also lost another valued leader through Project Shape, with the departure of Jo, Team Leader Regulations. Jo's leadership strengthened the team's focus on safety, equity, and sustainable animal management practices, with an emphasis on education and shared community responsibility.

Despite these challenges, the portfolio has continued to prioritise leadership development, resilience, and consistency. A strong emphasis remains on leading by example, fostering a culture of support, accountability and continuous improvement, while positioning the teams for stability and growth as new leadership arrangements are embedded.

Administration

The Administration Team continue to strengthen operational delivery across Health and Compliance through the following activities:

- Expanded training and system access for Customer Service to generate and issue annual and lifetime dog registration notices, improving process efficiency and customer experience
- Completed extensive testing to support the TechOne system upgrade, contributing to organisational readiness and continuity
- Undertook follow-up compliance actions for unpaid dog registrations, including the issue of a high volume of infringements to finalise renewal processes
- Issued all fire hazard abatement notices in preparation for the commencement of the fire hazard season
- Supported the establishment of the Regulations after-hours contractor service, including coordination of access arrangements to the pound facility

This work builds on the team's ongoing focus on efficiency, compliance support and service reliability across the Health and Compliance portfolio.

Compliance

Following an extended period, the Compliance Team successfully finalised a complex project involving the operation and use of an aged assembly building and navigating the relevant legislation. The work required careful balancing of legislative obligations, existing building conditions, and multiple stakeholders. Through a collaborative, solutions-focused approach, the team resolved compliance challenges while upholding the organisation's value of *we care about our community*, ensuring the building can continue to support safe, compliant, and accessible community performances and gatherings.

Though the team resourcing challenges continued, the team addressed a large volume of non-compliance and maintained service delivery across the wider municipality notably;

- Alterations, additions and use to residential and commercial allotments
- Unsafe retaining walls
- Swimming Pools
- Breach of permit conditions
- Assessment and inspection of plumbing work

This work is essential to maintaining the health, safety, and amenity of the community and the surrounding environment.

Parking

This quarter included a trial of Parking Team operations on Boxing Day, traditionally a non-working day, to inform future decisions regarding public holiday service delivery and parking management initiative during peak periods. The trial focused on supporting public access within the CBD, managing traffic and parking behaviours, and ensuring safe access to shops, residences, loading zones and DDA parking bays. Licence plate recognition technology was utilised to capture data on parking behaviours and support future parking management decisions. The trial also provided an opportunity for the Senior Leader Health and Compliance to work alongside Parking Officers on-street and in vehicles to better understand operational demands. Positive feedback was also received in recognition of the professionalism and commitment demonstrated by Parking Officers throughout the Christmas and New Year period.

The team continued to demonstrate a strong commitment to wellbeing. One officer achieved accreditation as a Workplace Mental Health First Aider, strengthening internal support capability. Another officer was awarded the perpetual City of Launceston Movember Trophy after raising funds and awareness by cycling more than 1,000 kilometres during the campaign period.

Operationally, a Parking Officer has played a key role in progressing the Aero Ranger Project – licence plate recognition technology, regularly operating the vehicle to capture data that supports more efficient parking services and improved traffic flow. This technology enables targeted monitoring of parking behaviour, expands parking management capability into suburban and higher-risk areas, and supports education and compliance initiatives, including improved vehicle safety around school zones. This work represents background set-up and testing ahead of the planned go-live in the new calendar year, following staff training, system refinement and the deployment of new handheld devices.

The team is also preparing for the commencement of the Parking Coordinator role in January. This role will assume responsibility for day-to-day operational coordination, enabling the Team Leader to focus on strategic priorities, workforce leadership and service improvement. The position will also strengthen the triaging and resolution of complaints. In the interim, the role has been effectively job-shared by Kristy and Jenna over the past three months, working with the Senior Leader to maintain continuity during periods of leave and the Team Leader vacancy.

Recruitment is currently underway to fill the vacant Team Leader Parking and Regulations position. In the interim, the role is being supported by the Team Leader Workplace Health and Safety, who is assisting with priority projects, operational improvements and recruitment activities.

Regulations

Fire hazard inspections continued to be a key priority for the Regulations Team during the quarter, reflecting their significant community safety impact. These inspections play a critical role in reducing bushfire risk. A positive trend has been observed, with many property owners proactively undertaking required works following inspection. In cases where works are not completed, follow-up action is undertaken, including Council coordinating works through an approved contractor at the property owner's expense where necessary.

The team also responded to an increase in reported dog attacks during the quarter. While the total number of incidents recorded between October and December remained consistent year-on-year, there was a noticeable concentration of incidents in December, likely influenced by warmer weather and the lead-up to school holidays. Each incident is assessed on a case-by-case basis, with responses proportionate to severity and informed by investigation outcomes, cooperation of involved parties, and prior history. Actions range from patrols and owner engagement through to enforcement, mediation and follow-up inspections to ensure required controls are implemented. Proactive community communications and the reintroduction of school-based education initiatives are being considered to support prevention and awareness. The overarching objective remains a safe community, balanced with fair and consistent regulatory outcomes that support responsible animal ownership.

Staffing capacity within the team was strengthened with the commencement of a new Regulations Officer in January. In addition, contractor support continues to provide coverage for after-hours regulatory response, ensuring service continuity outside standard operating hours.

KEY STATISTICS - DELIVERY AND PERFORMANCE

Item	This Quarter	Last Quarter	% Change (compared to last quarter)
Governance			
Tenders presented to Council <ul style="list-style-type: none"> Number 	9	8	+12.5%
Insurance claims <ul style="list-style-type: none"> Customer Service Requests <ul style="list-style-type: none"> Property Personal Claims received Claims finalised Claims flagged with insurer 	111 47 64 13 10 3	101 46 55 5 5 5	+9.9% +2.2% +16.4% +160% +100% -40%
People and Culture			
Recruitments <ul style="list-style-type: none"> External Appointments Internal appointments 	40 24 16	60 33 25	-33.3% -27.3% -36%
Employee Departures	26	25	+4%
Exit Interviews	2	6	-66.7%
Safety Circle Sessions completed <ul style="list-style-type: none"> Number of attendants 	3 17	8 86	-62.5%
Safety Bulletins, Alerts and Publications <ul style="list-style-type: none"> Safety Bulletins and Alerts Safety News Publications 	3 3	3 3	- -
Audits and Inspections <ul style="list-style-type: none"> External Audit WHS Audits/Inspections HSR Workplace Inspections Documented Site Interactions 	0 3 13 52	0 1 33 50	- +200% -60.6% +4%
Incident Investigations Completed	0	7	-100%
Incident Investigations in Progress	5	0	
Risk Assessments on teams/events	12	8	+50%
Values Recognitions <ul style="list-style-type: none"> Our People Matter We Bring an Open Mind We Care About our Community We Go Home Safe and Well 	32 21 8 2	50 17 43 15	-36% +23.5% -81.4% -86.7%

Health and Compliance			
Building (RBG) Requests Completed	77	43	+79%
Planning (RPL) Requests Completed	28	42	-33%
Plumbing (RPD) Requests Completed	13	8	+63%
Barking Dog Complaints	55	65	-15%
Dog Attacks	40	32	+25%
Found Dogs (community)	25	30	-17%
Dogs impounded	35	67	-48%
Nuisance / stray animals	52	63	-17%
Abandoned vehicles	41	68	-40%
Illegal dumping investigations	6	17	-65%
Fire hazardous or unkept properties investigations	75	17	+341%
Overgrown vegetation investigations	29	30	-3%
337 referrals	403	445	-9%
DA referrals & RFI responses	80	78	+3%
Premises and mobile food applications	44	32	+38%
Food fit-out applications	10	6	+67%
Tattoo / piercing licence applications	8	0	
Events & Place of assembly permits	21	12	+75%
Food business inspections	162	95	+71%
Tattoo / piercing inspections	22	4	+450%
Private sewage system applications	4	2	+100%
Environmental nuisance complaints	90	83	+8%
Food enquiries / complaints	185	182	+2%
General enquiry to Environmental Health	23	45	-49%
Public health enquiries	19	42	-55%
Notifiable disease investigations	0	1	-100%
Traffic and Parking complaints	896	1047	-14%
Parking general enquiries	2	28	-93%
Technology & Information Services			
Total Number of IT Tickets Closed	3326	2790	+19.2%
Total Number of End-User Tickets Closed	1535	1343	+14.3%
Total Number of End-User Tickets via Phone	308	172	+79.1%
Knowledge Base Articles Created and Reviewed	77	31	+133.3%

Total Number of Sentinel Incidents Reviewed, Actioned and Closed	262	604	-56.6%
High Severity Sentinel Incidents Reviewed, Actioned and Closed	75	266	-71.8%
Medium Severity Sentinel Incidents Reviewed , Actioned and Closed	14	17	-17.6%
Low Severity Sentinel Incidents Reviewed, Actioned and Closed	14	16	-12.5%
Informational Sentinel Incidents Reviewed, Actioned and Closed	159	305	-47.9%
Number of Devices Deployed	226	200	+13%
Number of Emails through contactus@launceston.tas.gov.au	4027	5080	-20.7%
Information Services Enquiries	246	490	-49.8%
Documents Registered into ECM	2320	3319	-30.1%
Mail Opened	1542	1939	-20.45%
Mail Posted	11645	12818	-9.2%
Files Culled	2120	1724	+23%
Finance			
Payroll Runs Processed	7	7	
Amount Paid in Wages	\$13,852,688.86	\$12,652,939.15	+9.5%
Super Contributions	\$1,824,317.05	\$1,797,896.54	+1.5%
Payroll Inductions	16	37	-56.8%
Payroll Payments Processed for Departing Staff		24	
Rates Notices Issued	21,062	37,713	-44.2%
Property Ownership Transfers	730	621	+17.6%
Bin Requests			
• New Bin	48	53	-9.4%
• Replacement of Damaged Bin	279	257	+8.6%
• Replacement of Stolen Bin	128	144	-11.1%
• Size Change Requests	44	51	-13.7%
Sundry Debtor Invoices	1,233	1,410	-12.6%
• Value	\$8,664,326.55	\$9,697,204.65	-10.7%
• Receipted Associated Payments	\$5,171,751.68	\$3,538,960.78	+46.1%

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 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. Correspondence - Minister for Local Government - Electoral Reforms Legislation

FILE NO: SF6729

AUTHOR: Emily Causley (Executive Assistant - Delivery and Performance)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider making a City of Launceston submission in respect of the *Local Government Electoral Bill 2025* and *Local Government (Electoral Reforms) Bill 2025*.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Electoral Act (2004)

PREVIOUS COUNCIL CONSIDERATION:

Workshop – 12 February 2026 – Draft Submission – Local Government Electoral Bill 2025 and Local Government (Electoral Reforms) Bill 2025

Workshop - 29 January 2026 – Local Government Electoral Reforms

RECOMMENDATION:

That Council:

1. Indicates its position on the *Local Government Electoral Bill 2025* and requests the Chief Executive Officer submit the following comments to the Local Government Association of Tasmania (LGAT) before 5pm 28 February 2026.

i. PART 2: Election of Mayors, Deputy Mayors and Councillors

The response did not indicate a clear majority position. Councillors expressed concern that electing the Deputy Mayor by Councillor vote, rather than through an elector ballot, may diminish the transparency, democratic value, and perceived legitimacy of the role. Some Councillors, however, noted potential benefits, including the opportunity to select a Deputy Mayor based on skills and capability rather than popularity.

Councillors also highlighted the need to clearly define the role of Deputy Mayor should such a change proceed. In addition, there was concern that the proposed timeframe, requiring the Deputy Mayor to be elected within the first two ordinary Council meetings (approximately one month for the City of Launceston), is too short and does not allow Councillors sufficient time to make an informed decision based on organisational needs and the skills of prospective candidates

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- ii. **PART 4: Electors and Electoral Rolls**
Responses received were in support of the proposed changes noting that the introduction of the need for a representative to be an office holder is positive.
 - iii. **PART 5: Compulsory Voting**
Responses received were mostly supportive of the proposed changes, There were concerns raised that this should have been consulted earlier, as it has already been implemented and it favors those who are more active in the media.
 - iv. **PART 6: Issuing and Receiving Places, Polling Places and Election Officials**
Responses received were generally supportive of the proposed changes. Feedback noted that Council currently funds the administration of the election and is then expected to act as a polling place, which results in Council absorbing additional costs associated with that administration.
 - v. **PART 7: Notices of Elections and Nominations**
Responses received were in support of the proposed changes. Feedback noted that some clauses are dated and not in line with community expectations.
 - vi. **PART 8: Ballots**
Responses received were generally supportive of the proposed changes
 - vii. **PART 10: Alternative Voting Procedure**
Responses received were in support of the proposed changes. Feedback noted that the Tasmanian Electoral Commission (TEC) will need to have the staffing resources to administer the proposed.
 - viii. **PART 13: Offences Relating to Elections**
Responses received were generally supportive of the proposed changes. Feedback noted that further clarity is needed on the proposed offence framework and penalties need to be proportionate.
 - ix. **PART 14: Investigatory Powers**
The responses did not indicate a clear majority position. Feedback indicated that the proposed changes are necessary and align with practices used in other jurisdictions and electoral methods. Respondents also emphasised that the Electoral Commission must have sufficient powers to enforce its investigatory functions in relation to potential breaches or fraud under the *Electoral Act 2004*.
 - x. **PART 15: Electoral Advertising and Publication of Electoral Matter**
The responses did not indicate a clear majority position of the proposed changes. Feedback noted the need for consistency in signage requirements consistent with other election processes. It was also observed that removing restrictions on the use of candidates' names or images could create opportunities for unfair third-party negative campaigning. Associated expenditure for negative campaigning would be difficult to attribute.
 - xi. **PART 16: Electoral Expenditure**
Responses received were in support of the proposed changes.
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xii. **PART 17: Gifts and Donations**

Responses received were generally in support of the proposed changes. Feedback noted that Council already operates its own online disclosure platform and expressed a preference for this system to be linked to any new reporting requirements. It was further observed that the proposed \$50 threshold is too low.

2. Indicates its position on the *Local Government (Electoral Reforms) Bill 2025* and requests the Chief Executive Officer submit the following comments to the Local Government Association of Tasmania (LGAT) before 5pm 28 February 2026.

i. **PART 5: Pecuniary interests**

Responses received were in support of the proposed changes. Feedback noted that the gift or donation limit needs to be changed.

ii. **PART 5B: Personal Interest Returns**

Responses received were in support of the proposed changes.

iii. **Part 5C Conduct of Council During Election Period**

Responses received were in support of the proposed changes. Feedback noted that this required further refinement.

iv. **Part 6 Petitions, Polls and Public Meetings**

Responses received were mostly in support of the proposed changes.

v. **General Changes**

Responses received were mostly in support of the proposed changes.

REPORT:

The local government electoral process was identified for improvement as part of the Department of Premier and Cabinet's (DPAC) Targeted Reforms for Local Government. The Local Government Electoral reform package comprises two draft Bills: the Local Government Electoral Bill 2025 (LGE) and the Local Government Amendment (Electoral Reforms) Bill 2025 (LGERB), supported by an Overview document. Together, they represent a significant modernisation of the electoral framework for Tasmanian local government. DPAC is seeking feedback on the proposed changes.

Key reforms in the draft LGE include flexibility for the Tasmanian Electoral Commission (TEC) to determine the method of an election, increased transparency in political gifts and donations, strengthened advertising rules, and changes to voter and candidate eligibility. It will replace the parts of the Local Government Act 1993 (LGA) and create stand-alone legislation for local government elections.

The draft LGERB repeals existing electoral provisions from the Local Government Act 1993, introduces caretaker provisions for councils during election periods, and reforms to the current interests management framework for local councillors through the introduction of Personal Interest Returns.

Overall, the reforms aim to strengthen integrity, consistency, transparency and accessibility of council elections, align local government electoral law with the Electoral Act 2004, and shift key functions from councils to the Tasmanian Electoral Commission (TEC).

Consultation is open until midnight on Saturday 28 February 2026.

The Local Government Association of Tasmania (LGAT) has also requested feedback on the Bills and will be preparing a response to these reforms. Feedback is to be provided by Friday 20 February 2026.

The Governance team circulated a detailed survey outlining each of the key reforms proposed in the draft legislation. Councillors were asked to indicate whether they support each proposed change and may provide additional comments where needed.

The Governance Team recommends that responses be provided to LGAT in the first instance to enable them to prepare their own submission.

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. Letter from Minister for Local Government to Mayors and General Managers re electoral reforms legisl [20.2.1 - 2 pages]
2. Local Government Electoral Reforms Overview of Draft Legislation [20.2.2 - 9 pages]

20.3. Delegation under the Strata Titles Act 1998

FILE NO: SF0118

AUTHOR: Duncan Campbell (Team Leader Legal Services)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the delegation of functions and powers under the *Strata Titles Act 1998* (Tas).

RELEVANT LEGISLATION:

Strata Titles Act 1998 (Tas)

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 13 February 2017 - Item 19.2 - Delegation from Council to General Manager - Strata Titles Act 1998 (Tas)

RECOMMENDATION:

That Council:

1. Pursuant to section 22 of the *Local Government Act 1993* (Tas) (LGA):
 - (a) revokes any previous delegation made by Council in respect of the *Strata Titles Act 1998*.
 - (b) delegates all of its functions and powers under the *Strata Titles Act 1998* (Tas) (STA) to the position of Chief Executive Officer.
 - (c) authorises the Chief Executive Officer to delegate any of Council's functions or powers under the STA to other employees of the Council.
 2. Pursuant to section 23AA of the *Acts Interpretation Act* (Tas), authorises the Mayor to evidence the delegations made by this decision, by signing an instrument of delegation referring to this decision and replicating, either exactly or in substance, the terms of the delegations effected by these Recommendations.
 3. Notes, for the avoidance of doubt, that the term Chief Executive Officer is a term of reference for the General Manager within the meaning of the LGA.
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REPORT:

The *Strata Titles Act 1998* (Tas) (the STA) provides the Council with functions and powers relating to the division of land by way of strata plans.

The Council's primary function under the STA is to assess applications for the creation of strata plans and staged and strata plans, with further involvement in amending existing plans and other ancillary matters.

A summary of the Council's functions and powers under the STA is provided below.

Section	Section title	Description of function or power
6	Lodgment of plan for registration	Requires a developer to provide a Council issued certificate of approval to register a strata plan
12	Disposal of interest in common property	Requires some dealings to be accompanied by a Council issued certificate that a relevant transaction has the Council's approval
14	Creation, &c., of easements, covenants and profits a prendre	Requires some dealings to be accompanied by a Council issued certificate that a relevant transaction has the Council's approval
19	Application for amendment	Requires an applicant to provide a Council issued certificate of approval to amend a strata plan affecting boundaries
19A	Alteration or addition of buildings	Allows the Council to approve the alteration or addition of a building on a lot if required
23	Application for consolidation	Requires an applicant to provide a Council issued certificate of approval to consolidate two or more strata plans
27	Application for cancellation	Requires an applicant to provide a Council issued certificate of approval to cancel a strata plan
31	Application for, and grant of, certificate of approval	Provides the Council with the substantive power to issue or refuse a certificate of approval, to require information, and sets out what matters are to be considered
31AA	Requirement of staged development scheme	Allows the Council to refuse an application relating to vacant land
32	Reinstatement of buildings	Allows the Council to agree to or apply for an order for a reinstatement scheme
36	Application for council approval	Allows the Council to require documents to accompany application for an in-principle approval of a staged strata scheme
37	Approval of scheme in principle	Allows the Council to approve or refuse a staged strata scheme, and impose conditions and additional changes and requirements
38	Lodgment of staged development scheme	Allows the Council to issue a certificate of in-principle approval of the staged development scheme, stating any applicable conditions
41	Progressive development	Allows the Council to refuse a subsequent stage of a staged development scheme if earlier stages have not been completed

42	Application for variation of scheme	Allows the Council to approve or refuse an application to vary a staged development scheme, and to dispense with the consent of owners in some circumstances
43	Registration of scheme	Allows the Council to issue a certificate of approval of the proposed variation
45	Injunction	Allows the Council to apply for a Supreme Court injunction requiring a staged development scheme to be completed
48	Assignment of developer's interest	Allows the Council to require security for the development of the land subject to the staged development scheme by the incoming developer
53	Application for approval of scheme in principle	Allows the Council to require documents to accompany application for in-principle approval of community development scheme
54	Approval of scheme	Allows the Council to approve or refuse a community development scheme, and impose conditions and additional requirements
55	Registration of community development scheme	Allows the Council to issue a certificate of in-principle approval of the community development scheme, stating any applicable conditions
57	Progressive development	Allows the Council to refuse a subsequent stage of a community development scheme if earlier stages have not been completed
58	Application for variation of scheme	Allows the Council to approve or refuse an application to vary a community development scheme, and to dispense with the consent of owners in some circumstances
59	Registration of variation	Allows the Council to issue a certificate of approval of the proposed variation of a community development scheme
60	Variation of scheme by the Supreme Court	Allows the Council to apply for an order to vary community development scheme, or variation or revocation of such an order
61	Injunction	Allows the Council to apply for a Supreme Court injunction requiring a community development scheme to be completed
65	Assignment of interest in land subject to scheme	Allows the Council to require security for the development of the land subject to the community development scheme by the incoming developer
142	Recording of certain orders	Allows the Council to apply to the Recorder of Titles to cancel a certificate of title no longer affecting relevant land
144	Right of appeal	Allows the Council to appeal a decision or order made under the Act, where it is the applicant for such decision or order

Consistent with the previous decision of 13 February 2017, the proposed delegations include an authorisation for the Chief Executive Officer to on-delegate functions and powers to other Council officers. This authority allows for decisions to be made in an efficient way, with Council and the Chief Executive Officer retaining all functions and powers to be applied in appropriate circumstances.

If approved, the proposed recommendations will revoke existing delegations, last approved by Council on 13 February 2017.

Local Government (Meeting) Regulations 2025 - Regulation 22

In accordance with the requirements of regulation 22 of the *Local Government (Meeting) Regulations 2025*, the following information is provided.

If the Recommendations are carried, it will overturn Council's 13 February 2017 decision to delegate its functions and powers under the STA in its entirety. The 13 February 2017 delegation will therefore cease to have effect, noting that it will not revive delegations that existed before that date.

The previous decision did not explicitly direct certain action be taken. However, consistent with its terms, the decision was evidenced by an instrument in writing signed by the Mayor, with relevant details entered on the City of Launceston's Delegations Register. The 20 February 2107 decision has therefore, in effect, being wholly carried out.

RISK IMPLICATIONS:

Updating Council's delegations under the *Strata Titles Act 1998* will ensure that Council officers can administer the Council's functions and powers in the most efficient and effective way.

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.

20.4. Lease and Licence Policy

FILE NO: SF2967

AUTHOR: Sharin Imlach (Lease Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the adoption of the revised Lease and Licence Policy (19-Plx-002).

RELEVANT LEGISLATION:

Competition and Consumer Act 2010 (Cth)

Fair Trading (Code of Practice for Retail Tenancies) Regulations 1998(Tas)

Local Government Act 1993 (Tas)

Local Government (Building & Miscellaneous Provisions) Act 1993 (Tas)

Residential Tenancy Act 1997 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council – 10 March 2022 - 19.1 – Lease and Licence Policy

RECOMMENDATION:

That Council:

1. adopts the Lease and Licence Policy (19-Plx-002) as set out below:

Lease and Licence Policy

PURPOSE

To provide a consistent and equitable framework for the leasing and licensing of land and buildings ("facilities") owned and managed by City of Launceston ("Council").

SCOPE

This policy applies to:

- all Council officers involved in the negotiation and preparation of leases and licences relating to Council owned facilities;
- all customers who intend to lease or licence Council owned facilities on more than an informal, occasional basis. Customers will be provided with a copy of this policy prior to signing their lease or licence.

This policy does not apply to:

- hire of Council owned facilities that are routinely booked or hired for occasional uses with a standard City of Launceston venue hire agreement or booking arrangements;
 - occasional general community uses (for example, informal uses of open spaces, or non-exclusive gatherings);
-

- encroachments onto Council land (refer to the Private Use of Council Land Policy 23-PI-003)

The information contained in this policy is not advice and should not replace seeking legal advice on proposed Council agreements.

POLICY

Policy objectives

- To optimise the use of Council facilities to the mutual benefit of the community and Council;
- To achieve fair and equitable access to facilities;
- To achieve a transparent system;
- For community leases to achieve a cost management model whereby the cost of operation of the asset for community groups are not prohibitive nor an unreasonable financial cost to Council;
- For commercial and residential leases to ensure that Council operates in accordance with contemporary practices.

Optimising the benefits to be obtained from Council land facilities

The Council will ensure suitable usage arrangements are in place for its land and facilities. Use of Council facilities will support community needs in a manner that is consistent with Council's strategic plans and values.

To support sustainable and equitable community access, Council will consider the following:

- Cost recovery: Requiring lessees and licensees to cover expenses arising from their use of facilities, except where exemptions are specifically granted;
- Multi-use promotion: Encouraging shared or multi-purpose use of facilities where appropriate;
- Alternative options: Offering access to more cost-effective or fit-for-purpose facilities where available;
- Asset rationalisation: Disposing of facilities that no longer meet contemporary standards or community needs.

A transparent system

The Council must use and be able to demonstrate its ability to meet the objective criteria and equitable processes set out in Table 1 of this policy.

Consideration will be given to the special circumstances of individual user groups as part of the process.

Standardised lease and licence agreement templates will be used wherever possible.

Lessees and licensees will be provided with a clear summary of the value of any support or concessions granted by Council. This information will be reported publicly.

Fair and equitable access

The Council will provide fair and equitable access to its facilities for all users.

Capital contributions and landowner consent

All proposed capital contributions or improvements to Council assets of any kind must be approved in writing by Council before applying for any statutory requirements and prior to any works being undertaken. Any agreements will be specified in the lease or associated documentation.

Council retains ownership of fixed improvements on its land, unless the contrary is approved by Council, in which case this will also be specified in the lease.

When assessing users' capital contributions and improvements, Council will give consideration to the asset management (including ongoing maintenance requirements), the strategic direction and use of the asset, Council's resources, alignment to Council's strategic plans and values.

Legislative compliance

Council officers must comply with relevant laws relating to disposals of land. These obligations are mainly set out in Part 12 of the *Local Government Act 1993* (Tas).

Section 178 and 179 of the *Local Government Act 1993* (Tas) apply to the leasing of Public Land.

Council must comply with the *Local Government (Building & Miscellaneous Provisions) Act 1993* (Tas) relating to subdivisions when considering offers of lease terms of more than 10 years.

Any property being used as retail shop premises (such as cafes) must be dealt with in a manner that complies with the *Fair Trading (Code of Practice for Retail Tenancies) Regulations 1998* (Tas).

Council must comply with the *Residential Tenancy Act 1997* (Tas) for residential properties.

Breach of terms

Any breach of terms will be managed in accordance with the specific conditions outlined in the relevant lease or licence agreement.

When assessing non-compliance, the individual circumstances of the user will be taken into consideration.

If the breach is not adequately resolved, then enforcement may commence, which may result in a termination, unless other arrangements have been agreed in writing.

Financial resource checks

Council reserves the right to request financial statements for any person or organisation entering into an agreement. This cost of this information will be the responsibility of the lessee.

Licence

Where use or occupation of Council owned or controlled property requires a licence and not a lease, applicable terms, fees and charges will be determined by the Chief Executive Officer (CEO).

Land only lease

In circumstances where an existing or incoming lessee owns a building or structure on the relevant land, the lessee will be responsible for all building maintenance and outgoing rates and charges. In all cases Council will remain the owner and manager of the land.

A new lease will empower the Council to direct the lessee to remove all structures owned by the lessee or elect to retain, with ownership converting to Council.

Grants and funding

The Lessee must obtain prior written consent from Council before applying for any grant or funding that would result in alterations, additions, or improvements to the leased or licensed premises.

Emergency use

Council may determine that a premises is suitable for the use of an emergency evacuation centre, if this is the case it will be agreed and set out in the lease or licence.

PRINCIPLES

The principles underpinning this policy are transparency, equity and public access.

All of Council's Organisational Values apply to this policy.

RELATED POLICIES & PROCEDURES

19-PI-001 Legal Services Policy
24-PI-003 Council Property Management Policy
24-PI-002 Disposal or Alienation of Council Assets Policy
17-Rf-007 Legal Index Document Information Sheet

RELATED LEGISLATION

Competition and Consumer Act 2010 (Cth)
Fair Trading (Code of Practice for Retail Tenancies) Regulations 1998
Local Government Act 1993 (Tas)
Local Government (Building & Miscellaneous Provisions) Act 1993 (Tas)
Residential Tenancy Act 1997 (Tas)

DEFINITIONS

Commercial means any person, partnership, trust, company or other entity intending to provide goods and/or services for a financial reward, and for the purposes of rental rebate assessment, an entity that cannot clearly fit into any other rental rebate assessment category.

Community user means an incorporated or unincorporated association of members that has objects and activities of a social or recreational nature and openly offers membership to any member of the community reasonably able to participate in that activity.

Lease means a formal agreement by which the lessor grants to the lessee exclusive possession of a property for an agreed period in exchange for rent or fee.

Licence means a formal agreement for non-exclusive, intermittent or shared use of a Council owned or managed property.

Market Rent means an amount determined by an independent valuation.

Property Manager means a licenced Property representative employed by a real estate company.

Public Land has the same meaning as defined in section 177A of the *Local Government Act 1993* (Tas).

Service Provider means an individual, company, or organisation that delivers services and occupies a premises under a formal agreement.

User means lessee, licensee or service provider.

REFERENCES

N/A

REVIEW

This policy will be reviewed no more than 2 years after the date of approval or more frequently, if dictated by operational demands and with Council's approval.

Table 1: Summary

Commercial and Government Users	
Definition	<ul style="list-style-type: none">• Commercial: A registered business, company, sole trader, partnership, joint venture, or trust that operates with the primary intention of generating a profit, whether through the sale of goods, services, or other commercial activities.• Government: A local, state, or federal government agency, body, or organisation using Council facilities for the delivery of government services, programs, or operations, whether or not they operate on a cost-recovery basis.

Term	<p>10 years</p> <p>Where a lessee makes a significant financial investment into Council-owned property (for example, through capital improvements or major upgrades), Council may consider the market requirements with the unique characteristics of the community asset by offering a lease term greater than the standard maximum of 10 years but not exceeding 20 years total.</p>
Rent	<p>Rent will be based on the market rate, determined by an independent valuation of the facility, conducted within the preceding 12 months by a certified valuer.</p> <p>Rent will be subject to a rent review annually in accordance with the Consumer Price Index (CPI) for Hobart.</p>
New Lease	<p>The issue of a new Lease or the expiry of an existing lease where no further options remain, a public expression of interest campaign will be conducted; this will occur regardless of whether the existing lessee wished to extend their tenure.</p> <p>This process may be set aside in unique circumstances when the proposal, from an existing lessee or new lessee, has the potential to deliver outcomes that are desirable to the community.</p>
Outgoings	<p>The Lessee will be responsible for all costs associated with their occupation of the premises, including statutory obligations, rates, and charges.</p>
Insurance	<p>Building Insurance Council will take out a policy for buildings with an excess of \$50,000. Except where the lessee agrees to pay the excess in full, Council will not be obliged to claim under its insurance policies.</p> <p>The Council will consider reducing the excess in exceptional circumstances.</p> <p>The lessee will be invoiced for the yearly policy fee separately.</p> <p>If ownership of capital improvements sits with the user, building insurance is the responsibility of the user. Council will not insure capital improvements if it is not the owner of the capital improvements unless otherwise agreed and set out in the lease.</p> <p>Contents and specialised Insurance The Lessee will be responsible for any other specialised policies for their business or sporting activities, such as professional indemnity, contents insurance, personal injury cover, additional plate glass and business interruption insurance.</p>

	<p>Public Liability Insurance</p> <p>The Lessee must insure themselves against personal injury claims at a level suited to their likely risk of exposure and in all cases at least \$20 million in minimum cover.</p> <p>A copy of all certificates of currency must be provided each year or upon request.</p>
Maintenance	<p>The Lessee is responsible for all day-to-day cleaning and maintenance, as well as any additional obligations outlined in the lease agreement.</p> <p>Council is responsible for all structural maintenance, unless the building is owned by the Lessee, in which case the Lessee assumes full responsibility for all maintenance and structural upkeep.</p>

Community User Group A	
Definition	<p>Groups that are volunteer-operated and exist solely for benevolent, charitable, educational, recreational, or cultural purposes. They do not engage in profit-making activities beyond fundraising to support their operations.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Neighborhood associations • Charitable organisations • Volunteer-run sporting clubs with minimal revenue streams. <p>Characteristics:</p> <ul style="list-style-type: none"> • No paid staff (except for grant-funded short-term projects) • All income is reinvested into the organisation • Membership is open to all eligible community members
Term	3 years.
Rent	<p>A yearly fee of 182 fee units as set pursuant to the <i>Fee Units Act 1997</i> (Tas) (equating to \$347.62 as of 1 July 2025). Adjusted annually based on the Consumer Price Index (CPI) for Hobart.</p>
New Lease	<p>Ordinarily Council will offer to renew a lease if there have been no breaches of the existing lease. Council is not obligated to do so and can choose to deal with the property at their discretion.</p>
Outgoings	<p>The Lessee will be responsible for all costs associated with their occupation of the premises, including statutory obligations that are outlined in the lease.</p>

	<p>Where a property is not individually metered for water or electricity, an average usage fee will be applied. Fees will be based on the usage of comparable properties owned by the City of Launceston.</p>
Maintenance	<p>The Lessee is responsible for all day-to-day cleaning and maintenance, as well as any additional obligations outlined in the lease agreement.</p> <p>Council is responsible for all structural maintenance, unless the building is owned by the Lessee, in which case the Lessee assumes full responsibility for all maintenance and structural upkeep.</p>
Insurance	<p>Building Insurance Council will take out a policy for buildings with an excess of \$50,000. Except where the lessee agrees to pay the excess in full, Council will not be obliged to claim under its insurance policies.</p> <p>The Council will consider reducing the excess in exceptional circumstances.</p> <p>If ownership of capital improvements sits with the user, building insurance is the responsibility of the user. Council will not insure capital improvements if it is not the owner of the capital improvements unless otherwise agreed and set out in the lease.</p> <p>Contents and specialised Insurance The Lessee will be responsible for any other specialised policies for their organisation or sporting activities, such as professional indemnity, contents insurance, personal injury cover, additional plate glass and business interruption insurance.</p> <p>Public Liability Insurance The Lessee must insure themselves against personal injury claims at a level suited to their likely risk of exposure and in all cases at least \$20 million in minimum cover.</p> <p>A copy of all certificates of currency must be provided each year or upon request.</p>

Community User Group B	
Definition	<p>Community-based organisations that operate in a way that generate regular income through room hire, bar sales, event ticketing, or similar activities.</p> <p>Examples:</p> <ul style="list-style-type: none"> • Sporting clubs with licensed bars. • Clubs that generate regular hire fees. • Social enterprises with a community focus. <p>Characteristics:</p> <ul style="list-style-type: none"> • May have paid staff or contractors. • Generate income through trading or commercial activities. • Profits are reinvested into the club operations or community initiatives.
Term	3 years.
Rent	<p>A yearly fee of 2300 fee units as set pursuant to the <i>Fee Units Act 1997</i> (Tas) (equating to \$4,393 as of 1 July 2025). Adjusted annually based on the Consumer Price Index (CPI) for Hobart.</p>
New Lease	<p>Ordinarily Council will offer to renew a lease if there have been no breaches of the existing lease. Council is not obligated to do so and can choose to deal with the property at their discretion.</p>
Outgoings	<p>The Lessee will be responsible for all costs associated with their occupation of the premises, including statutory obligations that are outlined in the lease.</p> <p>Where a property is not individually metered for water or electricity, an average usage fee will be applied. Fees will be based on the usage of comparable properties owned by the City of Launceston.</p>
Maintenance	<p>The Lessee is responsible for all day-to-day cleaning and maintenance, as well as any additional obligations outlined in the lease agreement.</p> <p>Council is responsible for all structural maintenance, unless the building is owned by the Lessee, in which case the Lessee assumes full responsibility for all maintenance and structural upkeep.</p>
Insurance	<p>Building Insurance</p> <p>Council will take out a policy for buildings with an excess of \$50,000. Except where the lessee agrees to pay the excess in full, Council will not be obliged to claim under its insurance policies.</p>

	<p>The Council will consider reducing the excess in exceptional circumstances.</p> <p>If ownership of capital improvements sits with the user, building insurance is the responsibility of the user. Council will not insure capital improvements if it is not the owner of the capital improvements unless otherwise agreed and set out in the lease.</p> <p>Contents and specialised Insurance The Lessee will be responsible for any other specialised policies for their business or sporting activities, such as professional indemnity, contents insurance, personal injury cover, additional plate glass and business interruption insurance.</p> <p>Public Liability Insurance The Lessee must insure themselves against personal injury claims at a level suited to their likely risk of exposure and in all cases at least \$20 million in minimum cover.</p> <p>A copy of all certificates of currency must be provided each year or upon request.</p>
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Residential User	
Definition	An individual (or individuals) using a property for domestic living purposes.
Term	No longer than 2 years under one agreement, which can be extended if both parties agree.
Rent	<p>Rent for residential property will be at a market rate based on an independent valuation from a licensed real estate agency or valuer.</p> <p>Rent will be adjusted in accordance with the terms set out in the <i>Residential Tenancy Act 1997</i>.</p>
Bond	Lodge a nominated bond with the Rental Deposit Authority in accordance with the requirements of the <i>Residential Tenancy Act 1997</i> regulations.
New Lease	<p>The property may be advertised by a real estate agency until a suitable tenant is secured.</p> <p>Ordinarily Council will offer to renew a lease if there have been no breaches of the existing lease. Council is not obligated to do so and can choose to deal with the property at their discretion.</p>

Management	Council can choose to engage in the services of a licensed real estate agency to act as a property manager.
Outgoings	The Lessee will pay variable water charges, electricity and telecommunications.
Maintenance	<p>The Lessee will be responsible for day-to-day cleaning and any other requirements that are set out in a residential tenancy lease and are in accordance with the <i>Residential Tenancy Act 1997</i>.(Tas)</p> <p>Council will be responsible for structural maintenance.</p>
Insurance	<p>Council will take out a policy for buildings.</p> <p>Contents insurance is recommended but not enforced.</p>

Service Provider	
Definition	An individual, company, or organisation that delivers services on behalf of Council and occupies a premises under a formal agreement.
Term	<p>5 years</p> <p>Where a lessee makes a significant financial investment into Council-owned property (for example, through capital improvements or major upgrades), Council may consider offering a lease term greater than the standard maximum of 5 years but not exceeding 10 years.</p>
Rent	To be determined by the Council or the Chief Executive Officer (CEO (or as the case may be) based on the activities and use.
Service Fee	To be determined by the Council or the Chief Executive Officer (CEO (or as the case may be) based on the activities and use.
Outgoings	The Lessee will be responsible for all costs associated with their occupation of the premises, including statutory obligations that are outlined in the lease unless agreed otherwise by both parties.

Maintenance	<p>The Lessee is responsible for all day-to-day cleaning and maintenance, as well as any additional obligations outlined in the lease agreement.</p> <p>Council is responsible for all structural maintenance, unless the building is owned by the Lessee, in which case the Lessee assumes full responsibility for all maintenance and structural upkeep.</p>
New Lease / agreement	<p>The issue of a new Lease / agreement or the expiry of an existing lease / agreement where no further options remain, a public expression of interest campaign will be conducted, this will occur regardless of whether the existing lessee wished to extend their tenure.</p>
Insurance	<p>Building Insurance Council will take out a policy for buildings with an excess of \$50,000, payable by the lessee if a claim is made. The lessee will be invoiced for the yearly policy fee separately.</p> <p>If ownership of capital improvements sits with the user, building insurance is the responsibility of the user. Council will not insure capital improvements if it is not the owner of the capital improvements unless otherwise agreed and set out in the lease.</p> <p>Contents and specialised Insurance Any user may take out other specialised policies for their business or sporting activities, such as professional indemnity, contents insurance, player injury cover, additional plate glass and business interruption insurance.</p> <p>Public Liability Insurance The user must insure themselves against personal injury claims at a level suited to their likely risk of exposure and in all cases at least \$20 million in minimum cover.</p> <p>All users must supply a copy of all certificates of currency each year and as requested.</p>

REPORT:

Council's lease and Licence Policy ("the Policy") last approved on the 10 March 2022, is due for review. A review of the Policy has now occurred, and it has been identified that several provisions particularly user group classifications, fair market rental principles, and allocation of responsibilities were open to interpretation, leading to inconsistent application. Accordingly, changes to the Policy are required to clarify these areas.

It has been determined that it would be more efficient for a new Policy to be developed as opposed to amending the existing version using tracked changes.

Key Changes

1. Community User Groups

The revised Policy introduces a clearer and more structured distinction between types of community users. Under the current Policy, the definition of a community user is broad and does not adequately differentiate between organisations with the capacity to generate income, such as those hiring out facilities, employing staff, or earning revenue through bar or event sales, and smaller, volunteer-run groups with limited fundraising capacity.

While the current Policy includes a "mixed/partially assisted" category intended to address this variation, no formula or objective criteria were adopted to guide the determination of fair rental contributions. As a result, application of this category has lacked consistency and transparency.

The revised Policy removes the "mixed/partially assisted" category and replaces it with a clearer framework comprising two defined community user categories. These categories distinguish between:

- **Community Group A** – volunteer-based or not-for-profit organisations with limited capacity to generate revenue; and
- **Community Group B** – incorporated or structured community organisations with the capacity to generate income or employ staff.

This approach provides greater clarity, supports equitable and consistent rental assessment, and ensures that contributions more accurately reflect each group's operational capacity and financial position.

Overview of new Community Groups

Category	Community Group A	Community Group B
Definition	Volunteer-operated groups existing solely for benevolent, charitable, educational, recreational, or cultural purposes. They do not engage in profit-making activities beyond basic fundraising.	Community-based organisations generate regular income through activities such as room hire, bar sales, event ticketing, or similar trading activities.
Examples	<ul style="list-style-type: none"> • Neighbourhood associations • Charitable organisations • Volunteer-run sporting clubs 	<ul style="list-style-type: none"> • Sporting clubs with a licensed bar • Clubs earning regular room or venue hire fees
Characteristics	<ul style="list-style-type: none"> • No paid staff (except short-term grant-funded roles) 	<ul style="list-style-type: none"> • May have paid staff or contractors • Generate income through commercial/trading activities
Rent	182 fee units per year (equivalent to \$347.62 as of 1 July 2025), adjusted annually by CPI (Hobart).	2300 fee units per year (equivalent to \$4,393 as of 1 July 2025), adjusted annually by CPI (Hobart).

Rent Methodology for new Community Groups

The rent structure for Community Group A remains unchanged under the revised Policy. Rent continues to be set at 182 fee units, in accordance with the *Fee Units Act 1997 (Tas)*. At the current prescribed value of a fee unit, this equates to \$347.62 per annum.

To promote greater consistency, transparency and equity, a defined formula has been introduced to determine the rent contribution for Community Group B.

The formula is based on the average annual general property rates applicable to the type and scale of properties typically leased by Community Group B organisations. This average rate amount has then been converted into fee units to ensure alignment.

On this basis, the rental contribution for Community Group B has been set at 2,300 fee units, which currently equates to \$4,393 per annum.

This structured approach provides a clear rationale for rent setting, improves administrative consistency, and ensures that rental contributions more appropriately reflect the operational capacity of the respective user category.

Additional Changes

2. Service Providers

The revised Policy formally introduces the category of Service Providers. This is defined as an individual, company or organisation that delivers services on behalf of Council and occupies premises under a formal agreement. The inclusion of this category ensures clarity around the status, obligations and rental framework applicable to organisations operating in partnership with Council to deliver community services.

3. Breach of Terms

Clearer provisions outlining Council's rights and processes in the event of a breach of lease or licence conditions, supporting consistent and enforceable management of non-compliance.

4. Financial Resource Checks

Provision for appropriate financial capacity assessments of prospective lessees or licensees to ensure they are able to meet ongoing financial, maintenance and compliance obligations.

5. Land Only Leases

Specific guidance addressing land-only arrangements, clarifying responsibilities for improvements, maintenance, insurance and statutory compliance where buildings are not owned by Council.

6. Capital Contributions and Landowner Consent

Strengthened requirements for landowner consent prior to the undertaking of capital works, together with clearer direction regarding funding arrangements, asset ownership and treatment of improvements at the end of a lease.

7. Emergency Use

Recognition of Council's right to access or temporarily utilise leased or licensed premises in emergency situations to support community safety and response efforts. These amendments enhance governance, improve consistency in application, and provide clearer guidance for both Council officers and users.

8. Terms

The maximum term for Community leases will be three (3) years. The current Policy allows for a maximum term of five (5) years, the reduction to three (3) years is intended to ensure fair and equitable access to Council owned property and provide greater opportunity for periodic review of occupancy arrangements.

Commercial and Government leases will have a maximum of ten (10) years to ensure fair and equitable access to Council owned property and provide greater opportunity for periodic review of occupancy arrangements.

In specific circumstances where the Lessee has made a significant capital investment, Council may consider a twenty (20) year term, however requirements under the *Local Government (building & Miscellaneous Provisions) Act 1993* (Tas) will apply.

Consultation

The draft Policy was developed through consultation with Senior Leaders, Executive Leaders, and the Team Leader of Legal Services, to ensure it is strategically sound, legally robust, and operationally practical.

In addition, several Tasmanian councils were consulted to benchmark the Policy, in recommendation 1, against comparable policies across the local government sector.

This review confirmed that the intent and key provisions of the proposed Policy are consistent with, and align well with, contemporary practices adopted by other councils.

A four-week consultation period was also undertaken with current lessees who may be affected by the Policy in the future. Lessees were provided the opportunity to review and provide feedback on the said Policy, and no adverse feedback was received during the consultation period.

RISK IMPLICATIONS:

Without a consistent policy framework, decisions regarding access, rental arrangements and eligibility may appear inconsistent or subjective. This creates a risk of reduced transparency and potential perceived inequity between user groups.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

A clear and consistent Lease and Licence Policy provides a structured framework for the management of Council-owned assets and ensures that fair, transparent and defensible processes are applied to all leasing and licensing decisions.

The proposed Policy will contribute positively to the efficient and effective use of public assets by promoting equitable access, improving governance, and supporting the long-term sustainability of Council facilities.

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:

The adoption of the policy will ensure a fair and equitable approach to rent and outgoing responsibilities.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Current Lease and License Policy [**20.4.1** - 7 pages]

20.5. Chief Executive Officers Contract and Performance Review Committee - Working Group

FILE NO: SF5695

AUTHOR: Liz Bowerman (Executive Assistant - Office of the Mayor)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the approval of establishing a working group to appoint an external consultant to conduct the Chief Executive Officer Contract and Performance Review process.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 2025

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Closed Council – 13 November 2025 – 24.5 - Chief Executive Officers Contract and Performance Review Committee Report – 23 October 2025

Closed Council – 21 August 2025 – 24.2 - Chief Executive Officer's Contract and Performance Review Committee Report

Closed Council – 10 July 2025 – 24.8 - Chief Executive Officer's Contract and Performance Review Committee

RECOMMENDATION:

That Council:

1. approves the establishment of a Working Group for the consultant appointment process, comprising of Mayor Councillor M K Garwood, Councillor T G Walker, Councillor K M Preece, Councillor AG Harris and relevant Council Officers.

REPORT:

At the Chief Executive Officer's Performance and Contract Review Committee Meeting held on Thursday, 5 February 2026, the Committee resolved to recommend that Council support the consultant appointment process by forming a working group comprising Mayor Councillor M. K. Garwood, Councillor T. G. Walker, Councillor K. M. Preece, Councillor AG Harris and relevant Council Officers, providing appropriate oversight and probity.

Appointing an external consultant to facilitate the Chief Executive Officer's Performance and Contract Review provides independence, transparency, and probity to what is one of Council's most important governance responsibilities. An independent consultant brings specialist expertise in CEO performance frameworks, contemporary public sector leadership standards, and sector benchmarking, ensuring the review is rigorous, objective, and aligned with best practice. External facilitation also assists in managing differing views within the councillor group, reducing the risk of conflict and supporting a consistent and fair process for all parties. It helps Council meet its legislative and procedural obligations, strengthens documentation and process integrity, and reduces industrial or contractual risks that can arise from inadequate or inconsistent review methods. Importantly, using an independent consultant enhances community confidence in Council's governance by demonstrating a transparent and professionally managed approach to assessing the performance of the City of Launceston's most senior employee.

Discussions have taken place with other Tasmanian Councils to understand best practice current Chief Executive Officer Contract and Performance Review processes, and to seek references and recommendations on consultants used to facilitate this.

Council officers have undertaken initial research into suitable consultants both within Tasmania and interstate, with proposals being received. Further work will be undertaken by the working group to possibly invite further proposals and then formally assess all submissions received through an appropriate scoring matrix.

A recommendation to appoint a consultant, following the working group's due diligence, will be brought back to Council for approval at a future meeting.

Proposed future changes to the structure and committee type (under the *Local Government Act 1993* (Tas)) of the Chief Executive Officer's Performance and Contract Review committee will be brought to Council for approval at an upcoming meeting.

RISK IMPLICATIONS:

Not appointing an external consultant to run the CEO performance review creates significant governance and probity risks, including reduced independence and objectivity, potential non-compliance with legislative or procedural requirements, and increased likelihood of conflict within the councillor group.

It also heightens the chance of industrial or contractual disputes, limits access to contemporary sector benchmarks and expertise, and can negatively impact the trust and effectiveness of the CEO–Council relationship. Together, these factors can undermine the credibility, transparency, and overall quality of the review process, leading to reputational harm for Council.

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:

Costs can be managed within existing operational budgets.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

21. STRATEGY AND INNOVATION

21.1. Quarterly Report - Strategy and Innovation - 1 October to 31 December 2025

FILE NO: SF7738

AUTHOR: Debbie Pickett (Executive Assistant - Strategy and Innovation)

APPROVER: Jane Lewis (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

This report provides a general update on activities and responsibilities within the Strategy and Innovation (Sal) Team for 1 October 2025 to 31 December 2025.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas).

RECOMMENDATION:

That Council:

1. receives the report noting the activities of the Strategy & Innovation Team for the period of 1 October 2025 to 31 December 2025.
-

REPORT:

EXECUTIVE LEADER REPORT

This report for the Strategy and Innovation (Sal) Team is for the period 1 October 2025 to 31 December 2025.

Executive Leader Stakeholder Meetings

The Executive Leader attended the following stakeholder meetings from October 2025 to December 2025:

- Local Government Services Group
 - Emergency Management Incident Controller Training/Assessment
 - Red Cross Get Emergency Redi Tasmania Project Northern Community Launch
 - Local Government Professionals Tasmania Conference (Devonport)
 - NRM North Annual General Meeting
 - Tamar Estuary Wetland and Revegetation Steering Committee x2
 - Regions Rising National Summit (Canberra)
 - Municipal Emergency Management Committee Meeting
 - University of Tasmania - Launceston Institute - Research Internships Round Table
 - Department of State Growth Hobart
 - City of Hobart
-

- Northern Tasmania Development Corporation
- Tasmania Police (Emergency Management)
- University of Tasmania x2
- Launceston Chamber of Commerce and City Mission Event
- Devonport City Council
- Launceston Central Project Steering Group x2
- Regional Australia Institute
- SEMZ - 118-122 & 124 Brisbane Street Redevelopment

SENIOR LEADER INNOVATION AND PERFORMANCE

Strategy, Economic Development and Analytics (SEDA)

Geographic Information Systems (GIS)

GIS Services Reset

Work progressed on scoping and defining the full extent of the GIS Reset project to support development of a project proposal for consideration. The proposed project includes phasing out a legacy system and transitioning our internal mapping applications to a modern ArcGIS Portal environment. This is an important step to stabilise the system, modernise Council's mapping tools, improve alignment with operational workflows, and enable future geospatial integration with Project Ignite as part of organisation's broader corporate application renewal.

During this scoping work, an immediate priority was identified relating to public-facing maps. In parallel with work on the draft proposal, a comprehensive audit of public facing maps commenced. The audit is well progressed and includes revisions to eleven maps. These updated maps are currently being tested and are scheduled to replace the existing maps in Quarter 3.

GIS Systems Architect Vacancy

During this period, the GIS team navigated reduced capacity following the departure of the GIS Systems Architect in October. Recruitment commenced and interim consultancy support was procured to ensure continuity of GIS services, assisting the team in processing daily requests while maintaining progress on essential improvement tasks.

Quarterly Progress Update - 337 Certificates and Property and Land Activity

A 337 Certificate provides information on any outstanding notices, permits, or orders relating to a property. It helps prospective purchasers understand unresolved building, plumbing or compliance matters before buying a property. The team contributes to the processing of each 337 certificate.

This quarter, 549 '337 Certificates' were issued, bringing the calendar year-to-date total to 1,993, 78 new land parcels and 67 new properties have been processed during the quarter. For the financial year (FY) 2025-26, the forecast indicates more than 2000 337 Certificates will be issued, the highest since FY2020-21.

Analytics

Efficiency Dividends Report – 2nd Quarter 2025/2026

The second quarter report has been submitted; reporting systems continue to be refined, and submissions from SLT are being collated ready for quarter three.

Strategic Analysis for Four-Year Delivery Plan

Produced and refined 27 comprehensive data packs, combining data analysis, contextual insights, visual resources, and commentary to support executive and organisation-wide planning.

Strengthened organisational capability in economic/Spendmapp insights

Ran a full Spendmapp demo for staff, helping build analytical capability and awareness of how this tool can help to identify spending patterns in Launceston, and further afield.

Economic Activity Overview (Dec 2024 – Dec 2025)

A briefing document for the CEO's office was prepared to highlight economic prosperity and growth in the LGA. Topics included: Economic Growth/GRP, New Businesses (gathered using our Business Activity Tool in partnership with Launceston Central), Housing Market, Population, Employment, Education, Wellbeing/Digital Inclusion and Sustainability.

General advisory including:

Economic and analytics questions, Spendmapp usage and interpretation and Launceston Central Agreement data/reporting design.

Advocacy and Grants

The Grants and Advocacy Officer role has been vacant this quarter while the officer has been on secondment to another part of the organisation. Work developing a draft Grants Policy to support consistent, transparent, and effective grant management practices was paused, as was a comprehensive audit of grants across the organisation. This work will resume once the position is resourced.

Economic Development

The Economic Development Officer role has been vacant since July 2025. Recruitment progressed and advertising commenced for two roles; Economic Development Officer and Senior Economic Development Officer to support delivery of Strategic Plan goals. It is anticipated that appointments for these roles will occur in Q3.

Launceston Central Operational Agreement

During quarter 2, the Launceston Central Inc. Steering Group was formally established, with parties agreeing on the purpose and adopting the Terms of Reference to guide oversight of the Service Agreement. Meetings held throughout the quarter primarily focused on immediate operational requirements associated with the December/Christmas events program. Work relating to forward planning and the development of governance protocols will progress in quarter 3.

Sister Cities – Delegation to Ikeda, Japan

At the Council Meeting on 11 September 2025, Councillors endorsed the decision for a delegation to go to Sister City, Ikeda Japan. The team worked with colleagues in the CEO's Office to plan the visit, which took place 28 October to 2 November 2025, and support delegates in their preparation, which include cultural awareness training and a comprehensive briefing pack.

Post visit, the Ikeda Delegation 2025 Report was developed with the City of Launceston representatives, through delegate reports and a workshop with delegates. The report is intentionally thematically structured to respond to the delegation objectives. The thematic approach ensures the content focuses on strategic outcomes and actionable insights.

At the Council Meeting on 11 December 2025, Councillors received the Ikeda Delegation 2025 Report as a formal record of the Delegation's visit and directed Council Officers to proceed with the *Proposed Next Steps* outlined in the Report.

The outstanding budget amendments and actions to close out the visit will be progressed in quarter 3.

City Innovation

K15 - Public EV Charging - Transition to a Private Operator

Council has now completed the Expression of Interest (EOI) process to transition the operation of public EV charging infrastructure to a private operator. A suitable organisation has been identified with demonstrated strong local experience in Tasmania, a commitment to expanding and improving EV charging infrastructure in Launceston, and the capability to deliver and operate the service.

Following completion of the EOI, Officers have been working with the preferred organisation to assess each existing site in detail. This includes understanding potential upgrade pathways, technical requirements, site constraints, and broader considerations such as future land use and transport priorities.

The topic will return to a Council Workshop in quarter 3 to present findings, talk through site-specific considerations, step through the proposed approach and seek feedback before progressing further.

AI – CoL Future Direction

As a follow-on from the Council Workshop held late last year, a staff AI survey was undertaken to better understand how AI tools are currently being used across the organisation and to assess overall capability and confidence levels. More than 200 staff members completed the survey, representing a strong level of engagement and providing valuable organisational insight.

The results are being used to inform the development of an AI education program, which is currently being built in collaboration with the Organisational Development team. Once finalised, the program will be made available to all staff through the learning management system, supporting consistent and responsible use of AI across Council.

An AI Steering Group has also been established, with representation from Innovation & Performance, Information Technology, Governance, Legal, and other business areas identified as having strong potential to benefit from AI enabled opportunities. The group's core purpose is to help establish the foundations for Council to confidently and responsibly adopt AI, ensuring alignment with organisational values, governance obligations and strategic direction. The Steering Group will assess proposed AI opportunities and actively bring forward new ideas that support service improvement and innovation.

Graffiti Data Capture Tool

To support the routine work undertaken by the Cleansing Team in removing graffiti, the Innovation and Performance team has developed an in-house tool to capture details at the point of removal. The tool automatically records location data and plots it on a digital map. The Cleansing Team then attaches before and after photos and completes a small set of standard questions.

This process will build a historic dataset that helps identify trends and better understand the scale and nature of graffiti removal activities across the city. The data will also support evaluation of the effectiveness of interventions such as public art installations, lighting improvements, security patrols, and other place-based initiatives.

A trial is intended to commence use of the tool in quarter 3 with a review of effectiveness after 6 months.

Earl Arts Centre – Live Time Lapse

A timelapse camera has been installed at the Earl Arts Centre site to capture construction activity throughout the duration of the Princess Theatre and Earl Arts Centre Redevelopment. The camera will remain in place for the life of the project, providing a visual record of the demolition of the existing Earl Arts Centre and construction of the new facility.

The footage will be available in near real-time and will be linked to the Council webpage. This will support clear and transparent communication by providing the community with a view of project progress, while also serving as a point of interest and a visual archive of the project.

This approach builds on Council's previous use of timelapse technology during projects such as the Albert Hall Extension, Pump Track installation, and Alexandra Suspension Bridge renewal, where it has proven effective in supporting community engagement and documenting major works.

Performance and Planning

The Team Leader Performance and Planning role has been vacant since August 2025. The review of the position description was completed during the quarter, together with redefining the role of the team was completed during the quarter and changes announcement through Project Shape which will see changes to reporting lines, an expanded team and new team leader position description.

Business Improvement

Input and support were provided as a project team member in progressing the Action ID # K2 delivery of the Service Management Project. This project is integral to strengthening service planning, guiding organisation-wide improvement initiatives and enabling effective prioritisation.

Corporate Planning

Four-Year Delivery Plan: 2026/27 - 2029/30

Drafting work to develop the Four-Year Delivery Plan for financial years 2026/2027 - 2029/2030 continued this quarter, being supported by the Corporate Planning Officer in partnership with the Strategic Projects Team and Executive Advisor.

The second round of initial drafting workshops were completed between 22 October to 7 November 2025. Facilitated by an external partner, subject matter experts from across the organisation continued the works started during the round 1 workshops in the first quarter to break down the activities City of Launceston will need to carry-out over the next 4 – 10 years to achieve our Strategic Plan Objectives and Goals.

The project team begun to collate the outcomes of these workshops into a draft Plan. The project team aims to present a draft alongside a summary of the process carried out to form it, to Executive Leaders and then Councillors throughout quarter 3.

Annual Plan 2025/2026 Quarterly Progress Reporting

Following submission of the first quarterly progress report to Council at the 23 October 2025 Ordinary Council meeting, the Corporate Planning Officer worked with the Communications Team to add a new section to the Annual Plan and Budget page on our corporate website for the quarterly progress reports.

Previously, the community could access these reports via the published meeting minutes; however, these were difficult to navigate if you did not know the date the report was submitted to Council. This new section aims to make it easier for our community members to access the progress reports, supporting our commitment to transparency and accountability.

The team also focused on refining the newly introduced internal process of using DocAssembler for completion of these reports and continued to work with the Project Ignite Team to support the future software solution with the aim of streamlining the process and increasing accuracy of reporting.

Future Annual Plan and Budget 2026/2027

The team carried out initial meetings this quarter to commence planning the timeline to draft our future Annual Plan for the next financial year 2026/2027. Councillors will begin to see correspondence on the drafting of the Annual Plan in quarter 3 (January – March) with the team partnering with the Finance Team to ensure a collaborative approach to drafting is followed.

The commencement of this process is dependent on the development of the Four-Year Delivery Plan, which will be used to directly inform the Actions feeding into the Annual Plan for 2026/2027.

K1 - Integrated Planning and Reporting Framework: Annual Plan Action Item # K1 Develop a new Integrated Planning & Reporting Framework

An update on the progress of this project has been included in the Annual Plan Quarterly Progress report for quarter 2 that will be submitted at the Ordinary Council meeting on 19 February 2026. Please refer to the update provided in that report for the Corporate Planning teams' progress on this project.

Cross-functional project connections:

The Corporate Planning Officer has continued to liaise with the following project teams to ensure essential connections and dependencies between project outcomes and the ongoing Corporate Planning processes and current projects are captured and considered:

- Service Management Project
- Asset Management Project
- Long Term Financial Plan development
- Project Ignite

Community Engagement

Changes through Project Shape will see the Community Engagement function move from Strategy and Innovation to Stakeholder Experience in the Connections and Livability Network. The Engagement Facilitator and Strategic Engagement Advisor roles changed under Project Shape to better align with the organisation's strategic direction, and have been vacant since early December.

Engagement undertaken/and or in progress (October to December 2025)

Please visit the City of Launceston's engagement platform *Tomorrow Together Launceston* (tomorrowtogetherlaunceston.com.au) for detailed information on past, current and upcoming engagement activities.

1. Engagement undertaken/and or in progress

Dates	Details	Method/s	Views	Contributions	Status
			@ 5 January 2026		
Northern Gateway Project - Round 2					
15 September to 12 October 2025	The second round of engagement is currently under way, inviting the community to vote for their preferred artwork.	<ul style="list-style-type: none">• Tomorrow Together page• Online & in person voting	15,515 views	1060	Results were presented to Council. The successful artwork is confirmed.

Future Planning for Lilydale Falls Reserve (Notice of Motion)					
1-26 October 2025	Engagement with the community to inform the future of the Lilydale Falls Reserve and consideration to food vans at the site.	<ul style="list-style-type: none"> • Tomorrow Together page • Online & paper survey • Pop-up session 	1,070	372	Data was reviewed, analysed and presented to Councillors at workshop.

2. Tomorrow Together Residents Survey

The next Tomorrow Together campaign will be a different approach than previously. The Tomorrow Together Residents Survey will aim to seek information on relevant/required project topics as well as values-based questions. Participants will be asked in a way that we will be able to generate measurable and comparable results every two to four years from a larger demographic cohort than we have ever had before. The data will help to build the future that Launceston residents say they want. Survey questions have been drafted, and are extensive. Work will now focus on the data processing and analysis requirements for the anticipated volume of data to ensure meaningful insights.

Although not engagement activity, the Strategy & Innovation team commenced preliminary investigations into Community Sentiment Surveys as a method for establishing baseline service-performance measures and introducing liveability indicators. This work will continue into Quarter 3.

3. Engagement Data Accessibility and Enablement

The Engagement Data Accessibility and Enablement Project aims to maximise the value of community insights collected through engagement activities. By improving how engagement data is accessed and used, the project seeks to ensure community feedback informs current and future initiatives, supports corporate planning, helps track progress and reduces engagement fatigue by understanding what the community has already shared with the Council.

The comprehensive report was finalised in quarter 2. The report outlined findings and recommended actions to enhance how engagement data is managed and utilised across the organisation.

In addition, two internal engagement data requests were used to pilot a recommendation to access data across multiple engagement campaigns. A manual review of all engagement undertaken by the Council was completed to identify relevant engagement activities. Specific engagement data relevant to the topic requested was identified. An AI tool was used to summarise the relevant, anonymised data and generate charts. The information was manually collated into a briefing document. The tests proved the concept although time intensive.

The Officer leading this project left the organisation in November. The Report will be included in the handover to the new team, when Project Shape is implemented in quarter 3.

STRATEGIC PROJECTS ADVISOR

Ten-Year Strategic Plan / 4-Year Delivery Plan

Work is progressing on translating the Strategy into a long-range, outcomes-focused action plan that will form the foundation of the Four-Year Delivery Plan. During the quarter, Strategic Projects staff completed a detailed review of outputs from the 18 facilitated workshops held last quarter. This work consolidated approximately 32 outcomes, and more than 100 proposed actions aligned to the 27 objectives of the 10-Year Strategic Plan.

Staff collaborated with the Performance and Planning team and Executive Advisor to develop the template for the Four-Year Delivery Plan document. This process included benchmarking against similar plans produced by other local government organisations and iterating the layout and visual design to clearly communicate Council's innovative approach to strategic planning and its renewed focus on the management of key services.

S12 - Redevelopment of Council owned land at 118-124 Brisbane Street

Following identification of the preferred developer, staff led negotiations of the Term Sheet and prepared the documentation for Councillor consideration, culminating in final sign-off of the Term Sheet by the CEO. By the end of the quarter, Strategic Projects staff had managed the preparation and execution process for the formal binding contracts between the developer and Council.

The Contract includes delivery of a new playspace in the Mall ('Mall Initiatives'), which is also being coordinated by the Strategic Projects team. Staff established and now lead a cross-disciplinary working group to guide design development and participate in a structured series of workshops with the developer, ensuring the outcomes reflect community needs and meet technical requirements. The first workshop was held in December 2025.

S9 - Launceston City Heart Place Plan - Implementation Plan

The Strategic Projects team is responsible for managing the overall City Heart Portfolio. During the quarter, the City Heart Portfolio Steering Group (PSG) continued to meet fortnightly, providing strategic oversight and driving the delivery of the City Heart Implementation Plan. It plays a leading role in administering the overall project budget, providing high-level coordination across project streams, reviewing project plans to assess maturity and strategic alignment, and acting as a liaison point for project teams to ensure consistent communication and integration. The steering group has added clear value to the project by improving coordination across teams, helping to identify and address issues early and has allowed funding to be used strategically to enhance events and initiatives that support City Heart outcomes.

Key responsibilities of Strategic Projects staff in the PSG include chairing PSG meetings and facilitating effective decision-making, preparing fortnightly reports for the Executive Leadership Team (ELT), coordinating quarterly and CPD reporting requirements, engaging with PSG representatives, and liaising with internal and external stakeholders as needed.

To support consistent and effective delivery, a dedicated communications and engagement role was endorsed at the end of the quarter to coordinate messaging and stakeholder engagement across the project and its associated sub-projects. This position provides a single point of coordination, ensuring communications are aligned, timely and clearly linked to overall project objectives, while reducing duplication and managing community and stakeholder expectations as the program progresses.

The Strategic Projects Team continues to lead City Heart sub-project S9-7 – On-Street Events Space. This project is closely linked to the proposed future relocation of the Harvest Market to support redevelopment of its current site. Civic Square and its surrounds have been jointly identified by Council and the Harvest Market as a preferred location for further investigation, given its central position, existing infrastructure, and high-quality public amenity, and a position statement stating this has been drafted by staff and agreed by both parties.

In parallel with the technical assessments of potential alternative sites, staff have been undertaking targeted engagement with key stakeholders. This work is essential to understanding the project's interaction points with several major transport initiatives currently under consideration. The relationship between the Harvest Market relocation and these transport projects is politically sensitive and involves multiple external stakeholders with differing priorities. As such, this component of the project requires careful coordination and communication to ensure risks are managed, and that Council's broader strategic objectives remain aligned.

Corporate Roadmap and High-Level Change Management Plan

The Strategic Projects team has recognised the need for a unified Strategic Initiatives Roadmap to bring together the organisation's ambitious program of major strategic and operational commitments as part of the organisations future integrated Corporate Planning activities.

The Roadmap puts key initiatives - including development and rollout of the new corporate application Project Ignite, the new Enterprise Agreement, and the Service Management Project – alongside annual processes such as the Annual Plan and Budget and major programs and projects such as redevelopment of the Princess Theatre and City Heart.

To develop the Roadmap, Strategic Projects has undertaken focused internal engagement to understand priorities, timing pressures, and where improved alignment would reduce organisational strain. This work is informing the development of a single, high-level roadmap that clarifies sequencing, dependencies, and resource impacts across the organisation. It will enable decisions to be made on corporate priorities, allocation of resources and timing of deliverables to ensure actions are commensurate with resources.

Alongside the Roadmap, a consultant was engaged to develop accompanying high-level change management plans which will help staff understand upcoming changes and maintain visibility across the broader organisational direction. Together, these efforts aim to improve clarity, support more sustainable planning, and help teams stay aligned as major initiatives continue to progress.

Land and Property Review

Staff have commenced a comprehensive review of the Council's Land and Property assets. The project builds on existing work to deliver a unified, cross-organisational approach, ensuring all properties are reviewed against broader strategic objectives and identifying potential acquisitions necessary to achieve Council's long-term objectives.

It builds on work previously completed by both the Open Spaces and Building Assets teams. It is linked with various sub-projects which are underway concurrently, including the Carpark Reallocation Study (brought forward in the City Heart Implementation Plan to FY25/26) which considers potential reuse of Council-owned off-street car parks, the Increasing Housing Diversity in the Municipality NoM, and the City Heart project noted above (On-Street Events Space - Cameron Street) as well as a strategic review of key property assets.

The project team has met to identify potential data gaps as well as classifying several properties. Further project planning and work has also been completed on specific properties such as 1 Connaught Crescent, West Launceston and York Street West Carpark.

Service Management Project (including Annual Plan item K2)

The Service Management Project was transferred to the Strategic Projects team in the previous quarter. To support delivery of the Annual Plan item and to facilitate the organisation-wide adoption of service management practices, a temporary Service Management Officer role has been established within Strategy and Innovation. This position has been filled through a nine-month secondment.

Working alongside a Strategic Projects Project Manager, the Service Management Officer oversaw the delivery of consultant-led onsite internal workshops and one-to-one sessions held over 1.5 weeks in early October 2025 with relevant staff (Senior Leaders, Team Leaders and Service Managers). At quarter end, the consultancy produced a draft service management framework and policy, a comprehensive service catalogue, and individual service profiles incorporating financial information.

In parallel, staff have been planning and developing materials to support the integration of service management into organisational processes. This includes alignment with Actions and measures of success (including KPI / metric development), the Four-Year Delivery Plan, and the configuration and rollout of the new corporate application.

Project Management Framework and Project Management Office

Following the submission of a briefing paper to the Executive Leadership Team recommending the implementation of an updated Project Management Framework (PMF) and the establishment of an organisation-wide Project Management Office (PMO), approval was granted to proceed with development of the PMF and the creation of the PMO has been incorporated into the organisational realignment outlined through Project Shape.

The PMO is scheduled to be formally established in late February 2026 and will hold responsibility for developing, maintaining, and supporting implementation of the updated PMF.

In the interim, staff continue to work closely with project managers across several major initiatives - most notably the corporate application replacement Project Ignite and the Integrated Planning and Reporting Framework, the Four-Year Delivery Plan, the Service Management Framework, and the Asset Management Framework. This coordination focuses on identifying and managing inter-project risks and ensuring alignment of deliverables ahead of the PMO's formal commencement.

Staff have also supported teams across the organisation with project management tools (such as templates for Project Management Plans, Minutes and Agendas) and advice (for example recommended terms of reference for non-legislated committees) as requested.

Corporate Planning Support

Strategic Projects staff continue to assist Corporate Planning staff with the development of linked planning structures and processes, as well as interim solutions to guide the organisation through the current transition period.

This work spans several key initiatives, including the Integrated Planning and Reporting System, the Integrated Planning and Reporting Framework, the Four-Year Delivery Plan, and the Annual Plan. Through Project Shape a dedicated Corporate Planning and Performance team will be established to advance corporate planning capabilities; skills, knowledge and capacity, and provide the expertise and tools to support the organisation deliver on our strategic direction and objectives therein.

RSL Tasmania – Veterans' Housing Proposal

In October 2025, RSL Tasmania approached Council seeking residential land on which to construct accommodation associated with its Veteran Hubs. These hubs provide up to two years of transitional housing for veterans, supporting stability and reducing the risk of homelessness.

Strategic Projects staff engaged with RSL Tasmania to clarify the organisation's requirements and subsequently undertook extensive internal consultation to identify potentially suitable sites.

This process included assessing strategic alignment, understanding organisational perspectives on the potential disposal of identified land, and reviewing the legal and governance considerations associated with progressing any disposal. A site in West Launceston was identified as the preferred site. RSL Tasmania conducted a desktop review to assess the land's suitability to their requirements and confirmed its suitability.

A briefing paper outlining the proposal and a recommended approach was prepared for discussion at the Executive Leadership Team meeting in the first week of January 2026.

To ensure Council could meet the RSL's funding-related timeframes, staff also prepared materials for presentation of the proposal and recommended position at the first Council Workshop in January 2026 with the view to achieving a formal Council 2026 decision in February.

S13 Russell Plains Road, Rocherlea

Preliminary investigations have progressed to assess the Council's future needs for the Russell Plains Road site. A desktop Landfill Feasibility Assessment has been completed by GHD and presented to Councillors at a Workshop in September 2025 by the Sustainability team. Strategic Projects staff have remained informed of project developments to ensure timely and effective support can be provided as required.

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

21.2. RSL Tasmania Veteran Acute Housing

FILE NO: 37700

AUTHOR: Maureen Stellmaker (Acquisition and Property Holdings Advisor)

APPROVER: Jane Lewis (Executive Leader Strategy and Innovation)
Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider disposal of land at 1 Connaught Crescent, West Launceston to the Returned & Services League of Australia (Tasmanian Branch) Inc.

This decision requires an absolute majority.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That:

1. Council notes the Valuer-General's valuation.
2. Council pursuant to section 178 of the *Local Government Act 1993 (Tas)* and by absolute majority forms the intention to dispose of the land at 1 Connaught Crescent, West Launceston, comprised in Certificate of Title Volume 111674 Folio 1 to Returned & Services League of Australia (Tasmanian Branch) Inc, as identified on the plan below.



3. Formal notice be given of the intention to dispose of the land, as required by Section 178(4) of the *Local Government Act 1993* (TAS).
 4. The disposal be on the following basis: RSL Tasmania receive sufficient funds to complete the construction of a residential dwelling along with all other associated costs.
 - a) the Council will have the first right of refusal if the property is to be sold in the future for the purchase price of \$1.00.
 5. The purchaser will be the Returned & Services League of Australia (Tasmanian Branch) Inc trading as RSL Tasmania ABN 11 977 093 123 ("RSL Tasmania").
 - a) For the purchase price of \$1.00
 - b) RSL Tasmania is to pay all costs associated with the transfer including:
 - i. stamp duty
 - ii. All associated legal fees and registration costs
 - iii. Development Application fees
 - iv. Building Approval fees
 - v. building costs
 - vi. establishing and connecting to services; and
 - vii. all other costs associated with the development and construction of a residential dwelling
 - c) RSL Tasmania will be responsible for;
 - i. all ongoing rates and statutory charges associated with the property;
 - ii. all ongoing maintenance, construction and improvements to the property.
 6. Requests the Chief Executive Officer to:
 - a) ensure that formal notice is given of the intention to dispose of the land, as required by section 178(4) of the *Local Government Act 1993* (Tas); and
 - b) subject to any objection being received during the statutory notice period:
 - i. determine the exact dimensions of the land to be disposed of and all remaining terms and conditions;
 - ii. implement the intention to dispose the property by signing a binding sales agreement with RSL Tasmania; and
 - iii. exercise any of Council's rights, options, or discretions necessary for the proper administration of the transfer
 7. Notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993* (Tas).
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REPORT:

Background

In October 2025, RSL Tasmania contacted Council seeking Council support for the provision of residential land to enable delivery of a Veteran Acute Housing facility in Launceston. RSL Tasmania has secured Commonwealth and State funding through the Housing Australia Future Fund (HAFF), with access to suitable land being the remaining requirement to enable the project to proceed.

RSL Tasmania has secured \$3.6 million in matched Commonwealth and State Government funding to deliver veteran-specific acute housing across Tasmania. Acute housing provides short to medium term accommodation (no longer than 2 years) for veterans and their families at serious risk of homelessness, supported by wraparound services to stabilise residents and transition them into longer-term housing.

Veterans are a priority cohort for acute housing, being approximately three times more likely than the general population to experience homelessness. Many veterans fall between social housing and affordable housing systems, creating a significant service gap. Census data from 2021 showed that 1884 people who previously served are within the Launceston Council LGA.

RSL Tasmania currently operates a VeteranHub network across Tasmania under a Hub-and-Spoke model, providing coverage to approximately 95% of Tasmania's veteran population within a 50km radius. Launceston is a key hub within this network, already delivering wellbeing, advocacy, and support services. The establishment of a Veteran Acute Housing facility in Launceston would complement the existing VeteranHub, enabling integrated delivery of accommodation and wraparound support services which include employment support, physical support, wellbeing and social work support, compensation support, in addition to housing support.

Council is currently undertaking a Strategic Land and Property Review, which will provide a strategic framework to guide future decisions regarding Council land and properties and potential disposals. While this work is still underway, the proposal from RSL Tasmania has arisen, and given the limited time for identifying suitable land in Launceston, it has been assessed on its own merits and is considered to fall within the requirements of the Disposal or Alienation of Council Assets Policy.

Preliminary investigations indicate that Council holds limited residentially zoned land. Based on an initial suitability assessment by Council officers and RSL Tasmania representatives, 1 Connaught Crescent, West Launceston Volume 111674/Folio 1 PID 2025754 (the property) has been identified as the most suitable Council-owned residentially zoned site for consideration. The property is located close to public transport, services and medical facilities and is within walking distance to the RSL Tasmania Hub located at 313 Wellington Street, South Launceston. While the land itself has some restrictions based on its size and services required, the location meets the requirements for RSL Tasmania to provide the support required for veterans.

Map of Site. 1 Connaught Crescent, West Launceston

1 Connaught Crescent is located on the corner of the Southern Outlet and Connaught Crescent, opposite McDonalds South Launceston



Key elements of RSL Tasmania's proposal include:

- Use of secured Federal and State (HAFF) funding for construction and development of a residential dwelling (not land acquisition) by RSL Tasmania
- Accommodation for veterans and families for up to two years per resident
- Delivery of wraparound support services through the Veteran Hub model
- Partnership with an accredited housing provider for property management and transition pathways

RSL Tasmania has advised that its strong preference is for the gift of land, with RSL Tasmania covering all transfer and statutory costs.

Sale of the land to RSL Tasmania at market value (Valuer-General 2024 valuation: \$220,000) is not an option that RSL Tasmania is able to consider.

The Council acquired the property from the Department of Housing in 2001. The disposal of this property to RSL Tasmania for the purposes of providing housing to veterans who have a risk of homelessness returns the property to supporting housing for vulnerable members within the community.

Recommendations

It is proposed that Councillors consider information received and discussed at Council Workshop on 29 January 2026 and the information summarised in this report to direct the Council to dispose of the Council owned land at 1 Connaught Crescent, West Launceston Tasmania to RSL Tasmania for \$1 and authorises the Chief Executive Officer to determine the exact dimensions of the land and all remaining contractual terms and conditions and exercise any of the Council's rights, options or discretions necessary for the property administration of the contract.

Disposal mechanism

The land under consideration is Council park and public land within the meaning of the *Local Government Act 1993* (Tas). That designation triggers the requirements of section 178 of the *Local Government Act 1993* (Tas). Relevantly, that section provides that if the Council forms an intention to sell public land, public notice of that fact is to be given in accordance with the requirements, as detailed below:

If a council intends to sell, lease, donate, exchange or otherwise dispose of public land, the general manager is to-

- (a) publish that intention on at least 2 separate occasions in a daily newspaper circulating in the municipal area; and*
- (ab) display a copy of the notice on any boundary of the public land that abuts a highway; and*
- (b) notify the public that objection to the proposed sale, lease, donation, exchange or disposal may be made to the general manager within 21 days of the date of the first publication.*

The Council's officers will ensure that the intention to dispose of the property is given and in line with legislative requirements.

If no objection is received to the disposal and subject to the conditions of the transfer, it can occur at the direction of the Chief Executive Officer in accordance with the authority given by this decision outlined in the recommendations.

If an objection is received, the matter will return to Council for formal consideration.

If an objector subsequently lodges an appeal with the Tasmanian Civil and Administrative Appeals Tribunal (TasCAT), the Council is further prevented from proceeding until that matter has been finalised.

It is important to highlight that there is no intention to transfer until such time as the conditions of transfer are met, including the determination of any resultant appeal to TasCAT against the disposal of the property.

Once all the above requirements have been met, the transfer can occur by way of the proposed contract of sale.

Proposed Next Steps

Following approval to proceed, the proposed next steps and timeframes are:

1. Advertise Council's intention to dispose of public land as soon as possible after Council decision.
2. Following the public notification of the disposal enter a contract for the sale of the land to RSL Tasmania.
3. Transfer the land upon successful fulfillment of conditions set out in the contract of sale.

RISK IMPLICATIONS:

Risk Category	Risk Rating	Comment	Additional mitigation required
Strategic	Low	The proposal directly supports Council's strategic direction Goal 2.1: Proactively address affordability, homelessness and housing insecurity.	
Financial	Low	No ongoing maintenance cost for land. Property converted into a rate generating property.	Opportunity to acquire property for \$1.00 if RSL Tasmania disposes of the property in the future.
Reputational	Low	Disposing of property for \$1 to a not-for-profit organisation rather than sale on the open market.	Disposal is linked directly to providing housing security for veterans that directly address homelessness and housing insecurity.
Governance	Low	Internal legal guidance has been received in relation to disposal of property and disposal of public land.	Disposal or Alienation of Council Assets Policy has been followed.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Social impacts relevant to this item are discussed in the report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Strategic Plan 2025-2035

Strategic Pillar 2 - Place

Goal 2.1 Plan for current and medium-term housing and infrastructure needs while maintaining a focus on a longer-term growth projection of 100,000 residents.

Objective 2.1(c)	Proactively address affordability, homelessness and housing insecurity.
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BUDGET AND FINANCIAL IMPLICATIONS:

Summary of financial implications for Council:

- The Valuer-General valuation (2024) for the site is \$220,000.
- No direct financial contribution is sought by RSL Tasmania from Council beyond the provision of land.
- Council's contribution is limited to the provision of land.
- RSL Tasmania will meet all transfer and statutory costs.
- No ongoing operational or maintenance costs for Council.
- Reduction in operational costs maintaining the vacant land.
- A loss on disposal of the land value will be incurred by Council.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

21.3. Efficiency Dividends Report - Quarter 2

FILE NO: SF7852

AUTHOR: Tony McDonald (Data Analytics)

APPROVER: Jane Lewis (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

To receive the Efficiency Dividends Report for the second quarter of the financial year 2025/26.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. receives the Efficiency Dividends Report covering the second quarter of the financial year 2025/26.

REPORT:

The Efficiency Dividends Report has been developed and the report reflecting the second quarter of the 2025/26 financial year is provided as an attachment.

A table summarising key actions is presented below; however Councillors are encouraged to refer to the attached report for the full details of activities undertaken.

Surplus			Expenditure	
Savings / Operational	UTAS Stadium Insurance - adjustment	\$113,000	Remission of Rates - Northern Suburbs Community Recreation Hub	\$21,745
	PDF Editing Software Transition	\$7,786	Wellington Street Social Housing Fee Waiver	\$39,368
	NTDC refund – NTRLUS funds	\$69, 625		
Efficiencies / Capital			Nunamara Memorial Hall Rate Remission	\$1,031
Additional Revenue				
Total		\$190,411	Total	\$62,144

RISK IMPLICATIONS:

Low overall. This report is informational only. Controls in place (standard templates and cross-functional validation panel) limit financial, legal/regulatory and reputational risks.

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:

As per the report provided.

The Monthly Financial Performance Report presented to Council 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 interest to declare in this matter.

ATTACHMENTS:

1. Efficiency Dividends Report 22 12 25 Final version [21.3.1 - 8 pages]

21.4. City of Launceston Annual Plan 2025/2026 - Quarter 2 Progress Report

FILE NO: SF7151

AUTHOR: Emily Lewis (Corporate Planning Officer)

APPROVER: Jane Lewis (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

To consider the progress against council's 2025/2026 Annual Plan Actions for the quarter 2 period from 1 October 2025 through to 31 December 2025.

RELEVANT LEGISLATION:

The *Local Government Act 1993* (Tas): Part 7 – Administration, Division 2 – Plans and reports

PREVIOUS COUNCIL CONSIDERATION:

Council - 23/10/2025 - 21.2 - City of Launceston Annual Plan 2025/2026 - Quarter 1 Progress Report

Council - 19/06/2025 - 21.4 - City of Launceston Annual Plan 2025/2026

Workshop - 22/05/2025 - Annual Plan and Budget 2025/2026 - Public Consultation Feedback and Review

Workshop - 20/03/2025 – Budget and Annual Plan 2025/2026 Update

Workshop - 27/02/2025 – Budget and Annual Plan 2025/2026 Update

Workshop - 12/12/2024 – Budget and Annual Plan 2025/2026 Update

RECOMMENDATION:

That Council

1. receives and notes the progress against the 2025/2026 Annual Plan Actions for the quarter 2 period (1 October 2025 - 31 December 2025) presented in the attached report.

REPORT:

Progress against the 2025/2026 Annual Plan Actions for the second quarter of the financial year, covering the period from 1 October 2025 through to 31 December 2025, is provided in the attached report.

The following table shows an overview of the status of the 34 Actions at the end of the quarter period.

For full details on the status, supporting progress comments, and overview of the activities completed for the Action Items, Councillors should refer to the attached progress report.

Status Overview:

The table below is a summary of the detailed progress report showing the number of Actions in each status as at the end of the quarter:

Action Status	No. of Actions	%
On Schedule	21	62%
Behind Schedule	5	15%
Delayed	5	15%
On Hold	2	6%
Deferred	1	3%
Cancelled	0	0%
Complete	0	0%
Total	34	100%

Status changes since previous quarter:

Since the end of the previous quarter (quarter one), we have had several Actions change status. We have seen 3 Actions (K6, K10 and K15) progress from *Behind Schedule* to *On Schedule*. However, 4 Actions (S16, S17, K9 and K14) have regressed from *Behind Schedule* to *Delayed*. A further one Action (K1) has moved from *Behind Schedule* to *On Hold*.

The reasons for each of these status changes are detailed under each individual Action Item within the attached, detailed 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 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. Annual Plan 25-26 Q2 Progress Report [**21.4.1** - 74 pages]

22. CHIEF EXECUTIVE OFFICER NETWORK

22.1. Quarterly Report - Chief Executive Officer

FILE NO: SF0008

AUTHOR: Lorraine Wyatt (Team Leader Executive Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

This report provides a general update on activities and responsibilities within the Chief Executive Officer's (CEO) remit.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. receives and notes the report for the period 1 October 2025 to 31 December 2025.
-

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.

Schedule of Engagements

Date	Engagement
6 October 2025	<ul style="list-style-type: none"> • Meeting with Errol Stewart
7 October 2025	<ul style="list-style-type: none"> • Meeting with Clint Walker (Stanley Accommodation Group)
8 October 2025	<ul style="list-style-type: none"> • Meeting with Rebecca McCarthy (LGiQ)
13 October 2025	<ul style="list-style-type: none"> • Meeting with Lilydale Progress Association
1 3 October 2025	<ul style="list-style-type: none"> • Meeting with Rob Fairs Re: Nunamara Hall and Council-owned Park at Rocherlea
14 October 2025	<ul style="list-style-type: none"> • Meeting with Katie Cooper, CEO Launceston Airport
15 October 2025	<ul style="list-style-type: none"> • Meeting Property owner concerns about St John St bus stops
16 October 2025	<ul style="list-style-type: none"> • ABC Mornings - Albert Hall
16 October 2025	<ul style="list-style-type: none"> • Attended the opening of the 2025 North by Night Festival
17 October 2025	<ul style="list-style-type: none"> • Attended a meeting with Isaac Lethborg
21 October 2025	<ul style="list-style-type: none"> • Attended a meeting with Chris Gatenby regarding Seaport Wayfinding update
22 October 2025	<ul style="list-style-type: none"> • Attended a briefing and cultural training in preparation with the Ikeda delegation
22 October 2025	<ul style="list-style-type: none"> • Attended a UTAS forum - Update of progress of works.
23 October 2025	<ul style="list-style-type: none"> • Attended CEO Performance Review Committee meeting
28 October 2025	<ul style="list-style-type: none"> • Attended Enterprize Boad Meeting
27 October 2025 to 3 November 2025	<ul style="list-style-type: none"> • Attended the Sister City delegation to Ikeda, Japan
4 November 2025 to 8 November 2025	<ul style="list-style-type: none"> • Attended the Local Government Chief Officer Group conference
10 November 2025	<ul style="list-style-type: none"> • Attended a meeting with Minister Catherine King
10 November 2025	<ul style="list-style-type: none"> • Attended a meeting with Jane Pendlebury
11 November 2025	<ul style="list-style-type: none"> • Attended a meeting regarding the Seaport Precinct regarding next steps.
12 November 2025	<ul style="list-style-type: none"> • Attended and emcee Citizenship Ceremony
13 November 2025	<ul style="list-style-type: none"> • Attended TasWater Launceston Sewage Transformation media event
18 November 2025	<ul style="list-style-type: none"> • Attended the Launceston Flood Authority meeting
19 November 2025 to 21 November 2025	<ul style="list-style-type: none"> • Attended LGAT General Meeting and Annual Conference in Hobart
24 November 2025	<ul style="list-style-type: none"> • Attended the Audit Panel Meeting
25 to 26 November 2025	<ul style="list-style-type: none"> • Attended Alicia McKay Leadership Workshops
28 November 2025	<ul style="list-style-type: none"> • Attended the Northern GM's Regional Meeting
1 December 2025	<ul style="list-style-type: none"> • Attended the City of Launceston Strategic Plan Launch
3 December 2025	<ul style="list-style-type: none"> • Attended the Stadiums Tasmania media event
18 December 2025	<ul style="list-style-type: none"> • Attended S. Group event
23 December 2025	<ul style="list-style-type: none"> • Attended meeting with Katie Cooper, CEO Launceston Airport

Councillor One on One

Councillors are invited to attend One on One meetings each quarter to enhance engagement, and the schedule below indicates meetings held to date.

Councillor	1	2	3	4
Mayor Councillor M K Garwood	Weekly	✓ ✓ ✓ ✓	✓ ✓ ✓ ✓	✓ ✓ ✓
Deputy Mayor Councillor D H McKenzie	✓	✓	✓	✓
Councillor D C Gibson	✓	✓	✓	
Councillor A E Dawkins		✓	Resigned	
Councillor A G Harris	✓	✓	✓	✓
Councillor T G Walker	✓	✓	✓	✓
Councillor Prof G Razay	✓	✓	Resigned	
Councillor J J Pentridge	✓	✓	✓	✓
Councillor A J Palmer	✓	✓	✓	✓
Councillor L M McMahon	✓		✓	
Councillor S Cai	✓	✓	✓	✓
Councillor A J Britton	✓	✓	✓	
Councillor K Preece			✓	✓
Councillor R Marsden			✓	

Some of the special projects and organisational priorities that are ongoing include:

Enterprise Agreement (EA)

Enterprise Agreement bargaining is continuing with the bargaining committee focused on a constructive and collaborative process. Feedback has now been incorporated. Regular updates have been provided to employees through all of staff emails, and to Councillor's via Workshop.

The completion of the Enterprise Agreement is an action under the council adopted Annual Plan, and we are tracking to achieve the desired timeframe targets.

Stakeholder Engagement

Refer to Schedule of Engagements at the beginning of this report for a comprehensive list of engagement opportunities that were undertaken during the quarter.

Support for the Tamar Estuary Management Taskforce

The City of Launceston continues to support the Tamar Estuary Management Taskforce (TEMT), working towards finalization of a Master Plan with a view to provide the plan to the Minister by the end of 2025 with next steps, post formal adoption, to develop a Master Plan Delivery Framework in 2026.

Enterprize

Enterprize continues to support Tasmania's innovative entrepreneurs in the startup space through its teaching, learning and mentorship programs; Elevate, Evolve, Spark, and Activate, with participation rates steady, backed by industry specialist and supported by the Department of State Growth. With expressions of interest and registrations ongoing for 2026, Enterprize is looking forward to continued growth in this space.

Shared Services

At a recent workshop facilitated by Sally Darke (Chairperson, Tasmania Community Fund), work being undertaken by the group to build a proposal on a regional model that could facilities shared services was discussed. The summary and recommendations of this workshop have been provided to NTDC.

Ikeda Delegation

A highly successful delegation visit was held from 28 October to 2 November 2025 to celebrate the 60th anniversary of the Sister City partnership and to advance shared priorities in education, cultural exchange, community development, and economic collaboration.

Over five days, the delegation participated in an extensive program of civic, cultural and industry engagements, including meetings with Ikeda's Mayor and City Council, visits to significant local industries such as Daihatsu Motors' headquarters, educational sessions with the Hosogo Compulsory Education School, and cultural experiences including tea ceremonies, kimono workshops and guided tours of key community precincts.

Opportunities arising from the visit include:

- progressing educational exchange proposals,
- exploring cultural and civic collaboration opportunities,
- investigating potential innovation and business partnerships, and
- planning for reciprocal delegations.

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

ATTACHMENTS:

Nil

22.2. Status Report on Council Decisions as at 12 February 2026

FILE NO: SF2346

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the Status Report on Council Decisions made up to, and as at, 12 February 2026.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government (Meeting Procedures) Regulations 2025

RECOMMENDATION:

That Council:

1. receives the Status Report on Council Decisions as at 12 February 2026 (Attachment 1).
-

REPORT:

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

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

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

RISK IMPLICATIONS:

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

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

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:

1. Status of Council Decisions as at 12 February 2026 [**22.2.1** - 15 pages]

22.3. Status Report on Notices of Motion as at 12 February 2026

FILE NO: SF5547

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the updated Status Report on Notices of Motion.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2025

RECOMMENDATION:

That Council:

1. receives the Status Report on Notices of Motion as at 12 February 2026 (Attachment 1).
-

REPORT:

In accordance with regulation 19(1) of the *Local Government (Meeting Procedures) Regulations 2025*, a Councillor may give to the Chief Executive Officer a written notice of motion, (at least 7 days before a meeting), together with supporting information and reasons, to be included on the agenda of that meeting.

To ensure decisions are made in a transparent and accountable way, updates regarding the status of Notices of Motion will be reported to each Council meeting.

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

RISK IMPLICATIONS:

Not considered relevant to this report.

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:

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. Status of Notices of Motion as at 12 February 2026 [**22.3.1** - 9 pages]

23. LATE ITEMS

Local Government (Meeting Procedures) Regulations 2025 – regulation 10(7)

No Late Items have been identified as part of this Agenda.

24. CLOSED COUNCIL

Local Government (Meeting Procedures) Regulations 2025 – regulation 17(1)

RECOMMENDATION:

That Council moves into Closed Session to consider the following matters:

24.1. 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.

24.2. Status of Closed Council Decisions as at 12 February 2026

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to:

- (a) *personnel matters, including complaints against an employee of the council;*
- (b) *industrial relations matters;*
- (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;*
- (f) *the security of –*
 - (i) *the council, councillors and council staff; or*
 - (ii) *the property of the council;*
- (g) *proposals for the council to acquire land or an interest in land or for the disposal of land;*
- (h) *information that is –*
 - (i) *of a personal and confidential nature; or*
 - (ii) *provided to the council on the condition that it be kept confidential;*
- (j) *requests by councillors for leave of absence;*
- (j) *notifications by councillors of leave of absence for parental leave;*
- (k) *matters relating to actual or possible litigation taken, or to be taken, by or involving the council or an employee of the council;*
- (l) *the personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area.*

24.3. Tender - City Park Play Space Redevelopment CD052/2025

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.

24.4. Launceston Airport Investment Valuation

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(c) 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.

24.5. Notice of Motion - Councillor T G Walker - CBD Performing Arts Centre Review - Update

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(d) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

- (g) proposals for the council to acquire land or an interest in land or for the disposal of land.

24.6. Application for Leave by a Councillor - Deputy Mayor Councillor D H McKenzie

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with section 17(2)(i) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

- (i) requests by councillors for leave of absence.

24.7. End of Closed Session

25. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 1.00pm on 5 March 2026 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.

26. MEETING CLOSURE