



City of  
**LAUNCESTON**

# **COUNCIL AGENDA**

**COUNCIL MEETING**  
**THURSDAY 3 OCTOBER 2024**  
**1.00PM**

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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: 3 October 2024

Time: 1:00 pm

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### 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

### AUDIO of COUNCIL MEETINGS

An audio recording of this Council Meeting, except for any part held in Closed Session, will be made in accordance with our Council Meetings - Audio Recording Policy - 14-Plx-008.

This Council Meeting will be streamed live to and can be accessed at:  
[www.launceston.tas.gov.au/Council/Meetings/Listen](http://www.launceston.tas.gov.au/Council/Meetings/Listen).

### 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](mailto: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 positions of General Manager Community and Place, General Manager Organisational Services, General Manager Infrastructure and Assets and General Manager Creative Arts and Cultural Services do not assume the functions and powers of the term *general manager* in a legislative sense: any legislative functions and powers to be delegated to these roles will be made by Council or the Chief Executive Officer. At the City of Launceston, the title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993 (Tas)*. For the avoidance of doubt, *Chief Executive Officer* means *General Manager* for the purposes of the *Local Government Act 1993 (Tas)* and all other legislation administered by or concerning Council.

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**1. OPENING OF MEETING - ATTENDANCE AND APOLOGIES**

**2. MAYORAL ACKNOWLEDGEMENTS**

**3. DECLARATIONS OF INTEREST**

*Local Government Act 1993 (Tas) - section 48*

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

**4. CONFIRMATION OF MINUTES**

**4.1. Confirmation of Minutes**

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

**RECOMMENDATION:**

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 19 September 2024 be confirmed as a true and correct record.



**5. COUNCIL WORKSHOPS**

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

**5.1. Council Workshops Report - 19 September 2024 and 26 September 2024**

**FILE NO:** SF4401

**AUTHOR:** Lorraine Wyatt (Council and Committees Officer)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**DECISION STATEMENT:**

To consider Council Workshops conducted since the last Council Meeting.

**RELEVANT LEGISLATION:**

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

**RECOMMENDATION:**

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

1. Pre-Council Workshop conducted on 19 September 2024:

**George Street Parklets (Dining Decks)**

*Councillors received a presentation about a proposed trial of parklets (dining decks) on George Street.*

**Museum Governance Advisory Board (MGAB): Terms of Reference (ToR)**

*Councillors received a presentation and discussed the reviewed and updated Terms of Reference pertaining to the QVMAG Museum Governance Advisory Board.*

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

*Apologies:* Councillor D C Gibson, Councillor A E Dawkins and Councillor L M McMahon.

2. Workshop conducted on 26 September 2024:

**Brisbane Street Mall Activation**

*Councillors received a presentation about the plan for the activation of the Brisbane Street Mall.*

**Chief Executive Officer (CEO) Performance Management Workshop**

*Councillors were provided with training and discussed opportunities around development of inaugural performance plan for the CEO.*

*In Attendance:* Mayor Councillor M K Garwood, Councillor A E Dawkins, Councillor A G Harris, Councillor T G Walker, Councillor Prof G Razay, Councillor J J Pentridge, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

*Leave of Absence:* Councillor D C Gibson and Deputy Mayor Councillor D H McKenzie

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**REPORT:**

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

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

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

**STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston Corporate Strategic Plan 2014 - 2024*

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

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

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

**DISCLOSURE OF INTERESTS:**

The Author and General Manager have no interests to declare in this matter.

**ATTACHMENTS:**

Nil

**6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS**

**No Councillors' Leave of Absence Applications 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. PUBLIC QUESTION TIME**

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

**8.1. Public Questions on Notice**

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

**8.1.1. Public Questions on Notice - Robin Smith - Beam Scooters - 19 September 2024**

**FILE NO:** SF6381

**AUTHOR:** Lorraine Wyatt (Council and Committees Officer)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 19 September 2024 by Robin Smith, has been answered by Shane Eberhardt (General Manager Infrastructure and Assets Network) and Cameron Smith (Smart City Project Officer).

**Questions:**

1. With regard to the Beam Scooter Report, Beam Scooter, how much of the report was written by Council Officers and how much was written by Beam? Did they have any input into the writing of that report other than giving obviously the data? I did raise issues of what was in that report and I had some doubts about it.

**Response:**

*The report was written and coordinated by City of Launceston officers and included many sources of information including:*

- *Data used to analyse travel patterns and ride numbers was captured through the Ride Report platform which is independent from Beam and Neuron. Council staff completed the analysis and concluded the findings.*
- *Beam and Neuron provided data throughout the trial on incidents which were consolidated and included in the report alongside infringement data from Tas Police.*
- *Beam and Neuron each had user surveys during the trial for their internal purposes, yet aspects were referenced within the Council report.*
- *Beam and Neuron also provided information on aspects such as employment, safety programs, innovations and challenges which Council staff have referenced within the report.*
- *Council also captured community input that was included in the report through the Tomorrow Together "A well-designed City" engagement program as well as adhoc feedback via phone call, email and in writing.*

*Neither Beam or Neuron had access to the report prior to it being made available to the public.*

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**8.1.2. Public Questions on Notice - Robin Smith - Personal Mobility Devices (e-Scooters) - 25 September 2024**

**FILE NO:** SF6381

**AUTHOR:** Lorraine Wyatt (Council and Committees Officer)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 25 September 2024 by Robin Smith, has been answered by Erica Deegan (Acting General Manager Infrastructure and Assets Network).

**Question:**

1. I have previously asked of council a number of questions about Personal Mobility Devices (escooter) riding. To bridge the gap between our differing interpretations of their permitted use in the Brisbane Street Mall, I would appreciate if you could comment on the following as it relates please:

Rule 100 of the *Road Rules 2019* (Road Rules) covers 'no entry' signs below:

**100. No entry signs**

*A driver must not drive past a no entry sign.*

*Penalty: Fine not exceeding 10 penalty units.*

Under the Road Rules, personal mobility device users are defined as pedestrians:

**18. Who is a pedestrian**

*A pedestrian includes –*

*(e) a person in or on a personal mobility device, unless otherwise expressly stated.*

**Response:**

*According to our Facilities and Highways By-Law - 2021 it is an offence to drive a vehicle in a Mall (which includes the Brisbane Street Mall). The By-Law relies on the definition of "vehicle" from the Traffic Act 1925 rather than the definition from the Road Rules.*

*Section 3 (1) of the Traffic Act: (vehicle includes any description of vehicle designed to move or to be moved on one or more wheels or revolving runners, and any truck, barrow, or similar vehicle, but, except as may be expressly prescribed by regulations, does not include a vehicle constructed or adapted for propulsion on rails only.)*

*With consideration of this definition, it appears that a personal mobility device is considered a vehicle, thus riding of e-scooters in the Brisbane Street Mall is therefore prohibited under our By-Laws.*

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**ATTACHMENTS:**

1. Public Question on Notice - Robin Smith - Personal Mobility Devices (e- Scooters) - 25 September 202 [8.1.2.1 - 1 page]

**8.1.3. Public Questions on Notice - Robin Smith - Duty of Care to Officers (Parking)  
- 25 September 2024**

**FILE NO:** SF6381

**AUTHOR:** Lorraine Wyatt (Council and Committees Officer)

**APPROVER:** Sam Johnson OAM (Chief Executive Officer)

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**QUESTIONS AND RESPONSES:**

The following question, submitted to Council on 25 September 2024 by Robin Smith, has been answered by Lee Simmons.

**Question:**

1. Today (25th Sept.) a City of Launceston parking officer was abused in Charles Street by a motorist as they left in response to having been issued with an infringement under the road rules. The tirade of verbal threats and abuse, together with the graphic nature of the language used, cannot stand.

What options does the council have (or what duty of care) is open to it, if it was felt that action should be taken against the driver?

**Response:**

*Thank you for your inquiry regarding the incident on September 25th in Charles Street, where a City of Launceston Parking Officer was subjected to verbal abuse and threats by a motorist following the issuance of an infringement notice under the Road Rules. Threats and abuse directed at officers are taken very seriously, and measures are in place to ensure their safety and wellbeing include:*

- *The provision of training in de-escalation techniques and effectively managing difficult interactions*
- *Officers are equipped with Body Worn Cameras (BWCs) ensuring accurate documentation of all interactions*
- *Council has established an internal Incident Reporting Framework providing immediate access to support services through the Employee Assistance Provider (EAP) and options for reassignment to non-public-facing duties*



*The Officer followed all appropriate protocols by recording the incident with the BWC, and reporting it to the Team Leader, and Manager. The footage from the incident is currently being reviewed and forwarded to Tasmania Police. Additionally, a formal complaint will be lodged with the employer of the offender if identifiable logos or markings are observed. The officer elected to continue regular duties and periodic welfare checks were performed throughout the remainder of the shift.*

*Community support in such situations is invaluable.*

*Thank you once again for bringing this important matter to attention.*

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**ATTACHMENTS:**

1. Public Question on Notice - Robin Smith - Duty of Care to Officers (Parking) - 25 September 2024 Re [8.1.3.1 - 1 page]

**8.2. Public Questions Without Notice**

*Local Government (Meeting Procedures) Regulations 2015 - Regulation 31(2)(b)*

**9. PETITIONS**

**No Petitions have been identified as part of this Agenda**

**10. DEPUTATIONS**

**No Deputations have been identified as part of this Agenda**

**11. PLANNING AUTHORITY**

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

**11.1. PSA-LLP0012 - Planning Scheme Amendment - New Properties onto the Local Heritage List and New Datasheets**

**FILE NO:** PSA-LLP0012

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

**APPROVER:** Chelsea van Riet (General Manager Community and Place Network)

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**DECISION STATEMENT:**

To make a recommendation to the Tasmanian Planning Commission subsequent to the public exhibition period for a draft amendment to the Launceston Local Provisions Schedule.

**RELEVANT LEGISLATION:**

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

**PREVIOUS COUNCIL CONSIDERATION:**

Council - 11 July 2024 - Agenda Item Number 9.4 - Initiated Draft Amendment PSA-LLP0012, to:

- a. Insert 11 property datasheets for existing listings within Appendix A: Local Historic Heritage Code Datasheets; and
- b. Add 38 new properties to the local heritage listings within LAU-Table C6.1 Local Heritage Places;
- c. Create 38 new datasheets within Appendix A: Local Historic Heritage Code Datasheets; and
- d. Introduce 38 new properties into the local heritage listing place overlay map

**RECOMMENDATION:**

That Council:

1. In accordance with sections 40K and 42 of the *Land Use Planning and Approvals Act 1993*, consider the merits of representations received during the public exhibition period for Draft Amendment PSA-LLP0019;
  2. Amend certified instrument 2 to reflect correct title reference for 4 Lyttleton Street, East Launceston;
  3. Amend certified instrument 3 to reflect correct title reference for 4 Lyttleton Street, East Launceston;
  4. Amend certified instrument 4 to reflect correct title reference as well as overlay map for 4 Lyttleton Street, East Launceston;
  5. Amend certified instrument 3 to update the datasheet for 58 Holbrook Street, Invermay; and
  6. Recommends to the Tasmanian Planning Commission that draft Amendment PSA-LLP0012 be approved with the recommended changes.
- 

**REPORT:**

**1. THE PROPOSAL**

At its meeting on 11 July 2024 Council considered an application under section 40(D) of the *Land Use Planning and Approvals Act 1993*, to amend the Launceston Local Provisions Schedule to:

- a. Insert 11 property datasheets for existing listings within Appendix A: Local Historic Heritage Code Datasheets; and
- b. Add 38 new properties to the local heritage listings within LAU-Table C6.1 Local Heritage Places;
- c. Create 38 new datasheets within Appendix A: Local Historic Heritage Code Datasheets; and
- d. Introduce 38 new properties into the local heritage listing place overlay map

Council resolved at its meeting to initiate the amendment and the application was publicly advertised.

**2. SUMMARY OF REPRESENTATIONS**

Council advertised the amendment for 28 days between 12 August 2024 and the 6 September 2024. One (1) formal representation was received, and two (2) informal forms of correspondence were also received.

## 2.1 - Representation #1: 25 Glen Dhu Street

The representation related to the addition of 25 Glen Dhu Street, South Launceston onto the local heritage list. The representors own adjacent land to the site. The representors raised concerns that the site is located within an industrial precinct and it does not seem logical to have one individual property deemed to be of local heritage significance in an otherwise commercially-based area. The representation also questioned whether or not the building adds to the collective value of the streetscape.

In response, the residence has been assessed against the Tasmanian Planning Scheme Provisions - C6.3 Local Historic Heritage Code significance criteria by a suitably qualified heritage professional as meeting the threshold for local heritage listing.

In regard to zoning within Glen Dhu Street, zoning is not a required consideration in regard to the assessment of local heritage places. However, for context, the local heritage listing of 25 Glen Dhu Street will not result in a zoning change.

Regarding heritage fabric, worker's cottages of this type typically comprised a four room layout with central hallway. The property maintains exclusions to heritage fabric including 20<sup>th</sup> Century alterations, however its original layout/form remains highly intact, with significance not simply limited to the front façade. Bar a few unsympathetic intrusions, Glen Dhu Street remains highly intact. As outlined within the datasheet, this property contributes aesthetically and historically to the surrounding streetscape and its protection would ensure the significant intactness of Glen Dhu Street.

Heritage significance is multifaceted, meaning a property can be significant for a multitude of reasons. It is a common misconception that a place must be old, grand, beautiful, or highly intact to be of significance; although this property emanates many of these properties. This property has been identified as maintaining historic significance as a workers cottage constructed during a major phase of Launceston's development and is indicative of the housing that characterised this period (c1890s). It also meets the criteria for creative or technical achievement, a class of building or place and aesthetic characteristics, as well as likely contributing to the collective ambiance of Launceston, closely linked with the region's sense of place (social value). The following images illustrate the location and heritage value of the property, as well as its inclusion within the streetscape.



Figure 1 - Front façade, 25 Glen Dhu Street



Figure 2 - Side view, 25 Glen Dhu Street



Figure 3 - Southeast facing view along Glen Dhu Street showing outlook of 25 Glen Dhu Street to Door of Hope



Figure 4 - Northwest facing view along Glen Dhu Street showing outlook of Door of Hope to 25 Glen Dhu Street

The property's inclusion within Launceston's local heritage register would be a positive outcome for the ongoing protection of our city's heritage assets.

## 2.2 - Informal Correspondence #1: 4 Lyttleton Street

The correspondence was received via email on the 21/08/2024. It noted that the property identified in the overlay mapping is Launceston Church Grammar School on the upper side of Elphin Road, whilst the photos and description of the property within the datasheet show a smaller property on the lower side of Elphin Road.

In response, it is noted there was an error in the overlay mapping. Number 4 Lyttleton Street is the subject site for a new listing, and the datasheet is correct. However, the overlay mapping identified Launceston Church Grammar School at 8-14 Lyttleton Street (CT103203/2). A revised overlay map has been created identifying the correct property, and references to the correct titles have been amended within certified instruments 2, 3, and 4 (Attachments 1, 2, and 3).

## 2.3 - Informal Correspondence #2: 58 Holbrook Street

The correspondence was received via telephone. The owner notified Council that the photo used within the datasheet was out of date. In response, a revised datasheet with a more up to date photo has been added to the datasheet within certified instrument 3 (Attachment 2).

## 3. CONCLUSION

The representations have been considered, and it has been determined that there are no reasons for the Council not to proceed with the Draft Amendment PSA-LLP0012 with the recommended changes.

## RISK IMPLICATIONS:

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

The amendment to the Launceston Local Provisions Schedule has been assessed against the requirements of the Act. The Tasmanian Planning Scheme - Launceston, and the Launceston Local Provisions Schedule also contain provisions intended to implement the objectives of the Resource Management Planning System. The application has been assessed using these provisions and as such economic, environmental and social impacts have been considered.

**STRATEGIC DOCUMENT REFERENCE:**

*Land Use Planning and Approvals Act 1993* (the Act)

Tasmanian Planning Scheme – Launceston, and Launceston Local Provisions Schedule

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

**DISCLOSURE OF INTERESTS:**

The Author and General Manager have no interests to declare in this matter.

**ATTACHMENTS:**

1. PS A- LL P 0012 - Attachment 1 - Amended Instrument 2 [11.1.1 - 2 pages]
2. PS A- LL P 0012 - Attachment 2 - Amended Instrument 3 [11.1.2 - 4 pages]
3. PS A- LL P 0012 - Attachment 3 - Amended Instrument 4 [11.1.3 - 3 pages]



## 12. ANNOUNCEMENTS BY THE MAYOR

### 12.1. Mayor's Announcements

FILE NO: SF2375

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#### Thursday 19 September 2024

- Attended Stephen Brown's Retirement Function, Boathouse Centre.
- Officiated at Junction Arts Festival Opening, Princess Square

#### Friday 20 September 2024

- Hosted a Civic Function to mark the 50<sup>th</sup> Anniversary of St Cecilia School of Music and Examinations, Town Hall
- Attended the Grand Opening of Experientia Populi, Quadrant Mall

#### Saturday 21 September 2024

- Attended Premier's Function and Welcome Home 2024 for Olympic Athletes, Riverbend Park
- Officiated at the Venture Scout Leadership Course evening, First Tamar Sea Scouts Hall

#### Sunday 22 September 2024

- Attended the Open Day at UTAS the Shed, Inveresk

#### Wednesday 25 September 2024

- Visited Grade 5/6 students at St Thomas More's Catholic School, Newstead
- Officiated at the unveiling of a new Peace Pole, Northern Suburbs Community Centre, Newnham
- Participated in Industry Mentor Session [The Smith Family] at Glen Dhu Primary School

#### Thursday 26 September 2024

- Mayoress attended Playdate and The Parenthood with Senator Tammy Tyrrell at PCYC, Newstead

#### Friday 27 September 2024

- Attended AFL Grand Final Parade, Melbourne

#### Saturday 28 September 2024

- Attended Hawthorn Football Club AFL Grand Final Day Brunch, Southgate
  - Attended AFL Grand Final, Sydney Swans V Brisbane Lions, Melbourne Cricket Ground
-

**13. COUNCILLORS' REPORTS**

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

**14. QUESTIONS BY COUNCILLORS**

**14.1. Councillors' Questions on Notice**

*Local Government (Meeting Procedures) Regulations 2015 - Regulation 30*

*(A councillor, at least seven days before an ordinary Council Meeting or a Council Committee Meeting, may give written notice to the Chief Executive Officer of a question in respect of which the councillor seeks an answer at that Meeting. An answer to a Question on Notice will be provided in writing).*

**No Councillors' Questions on Notice have been identified as part of this Agenda**

**14.2. Councillors' Questions Without Notice**

*Local Government (Meeting Procedures) Regulations 2015 - Regulation 29*

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

**15. NOTICES OF MOTION**

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

**No Notices of Motion have been identified as part of this Agenda**

**16. COMMITTEE REPORTS**

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

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**17. COMMUNITY AND PLACE NETWORK**

**17.1. ABCDE Learning Site Reflection and Growth Future Plan**

**FILE NO:** SF7574

**AUTHOR:** Sarah McCormack (Community Connector Liveable Communities)

**APPROVER:** Chelsea van Riet (General Manager Community and Place Network)

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**DECISION STATEMENT:**

To receive the ABCDE Learning Site Reflection and Growth Future Plan report.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*

**RECOMMENDATION:**

That Council receives the ABCDE Learning Site Reflection and Growth Future Plan report.

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**REPORT:**

**Key points:**

- Progress to an independent self-governing programming model with key changes including program name, resources and facilitation support
- Rename from “ABCDE Learning Site” to “Launnie Connecting Community”
- Maintain a physical site for 2 years or longer to enable authentic relationship building with the option to incorporate thematic and demographic focus areas
- Establish in suburb of Waverley in February 2025.

**ABCDE Program: Reflection and growth**

At the City of Launceston an ABCDE (asset-based community driven effort) Learning Site is a community of people sharing common hopes who have the drive and energy to turn ideas into reality. Council's Community Connector leads by developing others' skills and connecting with likeminded people, to build capacity in community building. The sustainability of the strengths-based community development work is a key factor in delivering the Learning Sites. Sustainability occurs in various ways centred on Council's Community Continuity Plan.

The City of Launceston ABCDE Learning Site program has significantly grown since its inception in 2017. The ABCDE Learning Site was created by Bank of I.D.E.A.S and adapted by Council to deliver in communities. With six Learning Sites delivered in six suburbs, Council staff have undertaken a review of the current model to identify potential growth and improvement.

### How we consulted

An internal business analysis consisted of a strength, weakness, opportunities and threats task with the project team and a world café conversation with Council staff. The session consisted of an exercise where we asked participants what they would like to keep, change, and start in the program and an exercise about how the asset-based community approach could connect to Council's seven strategic priorities. The community partnerships review included an assessment of the key partnership with Bank of I.D.E.A.S. and a world café conversation with Community Builders. Community Builders participated in a keep/change/start exercise and an exercise about how the approach could be used with themes and demographics.

### Planned changes

1. Progress to an independent self-governing programming model. Key changes include program name, resources and facilitation support.
2. Rename the ABCDE Learning Site to *Launnie Connecting Community*.
3. Maintain a physical site for 2 years or longer to enable authentic relationship building with the option to incorporate thematic and demographic focus areas.
4. Strengthen the Community Continuity Plan with a focus on community builders' development beyond the site's duration, utilising findings from the Social Impact Research Report.
5. Stronger project collaboration between Council teams to purposefully embed the asset-based community development approach more widely across the organisation.

The changes will be undertaken by Sarah McCormack, (Community Connector), in collaboration with an external consultant to facilitate the implementation of the Social Impact Research Report. The changes will occur from August 2024 to January 2025 with *Launnie Connecting Community* beginning in Waverley in February 2025.

### Social Impact Research Report

Alongside the reflection and growth, a social impact research project is taking place by an external researcher, Leanne Mitchell. Leanne is a local government worker, writer and anthropologist who believes that we can all do better to make the world a fairer place. Her work and study over the last two decades has been in local and state government, at the United Nations and in the not-for-profit sector. This has allowed Leanne to rethink policy and deliver community development and resilience initiatives that improve people's lives, enhance social inclusion and maintain human rights.

This social impact report on the ABCDE Learning Site program will complement the ABCDE Learning Site reflection and growth work in 2024. The City of Launceston wants to understand if, and how, social change has occurred and supports an analysis of the program's importance, effects and value. The Council is in a unique position to undertake a longitudinal analysis of the social impact of six previous sites. This analysis will provide material input into decision making as we draw on social purpose, lessons learned, opportunities, and future directions of the program that will offer tangible impact and value for the municipality of Launceston.

### **Site selection**

Councillors have been informed of past ABCDE Learning Sites prior to the start of each program and have not been involved in the location choice. The ABCDE Project team use a rubric and criteria to score a suburb's suitability.

The City of Launceston worked in partnership with Bank of I.D.E.A.S., an international community and economic development consultancy, using their asset-based community driven efforts (ABCDE) approach to develop an ABCDE Learning Site in the Rocherlea community in 2016 – 2017 for 12 months. As one of the first local governments to embrace the approach, the City of Launceston worked with local leaders in the Rocherlea community to identify, connect and mobilise their resources to make positive change and directly shape their own community's future.

Throughout 2018, the City of Launceston continued the successful ABCDE Learning Site program in Ravenswood. Council staff adapted a strategy created around asset-based community driven effort in the heart of the Ravenswood community to benefit those living within the area.

From 2019 – 2020 the City of Launceston's Mowbray ABCDE Learning Site occurred for 12 months. The continuation of the asset-based program demonstrated Council's commitment to the northern suburbs alongside the My Place My Future plan as part of the Launceston City Deal. The City of Launceston continued to ensure members of our community are respected, listened to, bring new perspectives and know they all play a meaningful role in our community throughout the program.

In 2020 – 2021 the ABCDE Learning Site moved to Youngtown due to the lack of Council community development activity in the area. Kings Meadows was then chosen as the next site in 2021 – 2022 as the adjoining suburb where ongoing stakeholder partnerships could be further developed from Youngtown. Both programs lasted for 12 months.

All past site locations have been based on the Census Socio-Economic Indexes for Areas (SEIFA) as this reflects the disadvantage levels in a suburb that residents are impacted by. After the first five sites, and prior to the Invermay ABCDE Learning site, Council's selection criteria was further developed by the project team.

Invermay was chosen due to the UTAS relocation and the community development opportunities, the lack of a community centre, and the SEIFA score. The Invermay program was extended to 18 months, occurring from 2022 – 2023 as there was a strong need to increase the time to connect and support the community with their initiatives. Council's Community Connector has developed the ABCDE Learning Site into a Council-governed program with a focus on strong, ongoing community partnerships.

To view past ABCDE Learning Site Reports form all past programs please visit <https://www.launceston.tas.gov.au/Community/ABCDE-Learning-Sites>

Assessing a future *Launnie Connecting Community* location is determined by the following criteria and based on need:

- C.1 The level of disadvantage indicated by the 2021 Census SEIFA, a product developed by the Australian Bureau of Statistics that ranks areas in Australia according to relative socio-economic advantage and disadvantage. The indexes are based on information from the five-yearly Census.
- C.2 The City of Launceston strategic priority for the area as part of the annual plan and future plans for the area. Consideration is made to the timing in relation to infrastructure and open space/recreational development in an area.
- C.3 Qualitative consideration of the potential community readiness, context, impact and outcomes.

Launceston suburbs have been individually assessed using the above criteria and the highest score for future need of *Launnie Connecting Community* is Waverley. Previous ABCDE learning Site suburbs have been excluded from the assessment.

<b>SUBURB/AREA</b>	<b>POPULATION</b>	<b>2021 INDEX SCORE</b>	<b>Criteria 1 (1-3)</b>	<b>Criteria 2 (1-3)</b>	<b>Criteria 3 (1-5)</b>	<b>TOTAL</b>
Waverley	1535	794	3	3	5	11
Rural East - Lilydale	2828	999	1	3	5	9
St.Leonards - White Hills	2260	976	2	3	3	8
Newnham	6925	871	3	2	3	8
Mayfield	1647	740	3	2	2	7
Summerhill - Prospect	4832	978	2	2	2	6
South Launceston	4685	968	2	1	2	5
Punchbowl	459	904	2	1	2	5
West Launceston	4387	1016	1	1	2	4
Newstead	5835	1010	1	1	2	4
Windermere - Swan Day and District	1103	1081	1	1	1	3
Trevallyn	1891	1038	1	1	1	3
East Launceston	2057	1049	1	1	1	3
Norwood	3786	1012	1	1	1	3
Youngtown	4135	981.5	<i>Previous site - not scored</i>			
Kings Meadows	3588	926	<i>Previous site - not scored</i>			
Invermay	3185	887	<i>Previous site - not scored</i>			
Mowbray	3973	846	<i>Previous site - not scored</i>			
Ravenswood	3567	717	<i>Previous site - not scored</i>			
Rocherlea	1181	581	<i>Previous site - not scored</i>			

The rationale for selecting Waverley, in addition to its high score for need, includes:

- Waverley is one of the lowest scoring suburbs on the 2021 SEIFA index.
- Waverley has not had a strong focus on community capacity building. The community readiness and need scored high due to this.
- The area is complimentary to Council's northern suburbs community development work.

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Consideration contained in this Report.

**STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston Corporate Strategic Plan 2014 - 2024*

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

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

Focus Areas:

1. To plan for and provide services and facilities that recognises the changing demographics and needs of our community.
2. To work in partnership with community organisations and other levels of government to maximise participation opportunities for vulnerable and diverse members of the community.
3. To support the delivery of programs and events for people to connect with each other through participation in community activities and civic life.
4. To promote and support active and healthy lifestyles of our community.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Budget allocated to the program will not be affected.

**DISCLOSURE OF INTERESTS:**

The Author and General Manager have no interests to declare in this matter.

**ATTACHMENTS:**

Nil



**18. CREATIVE ARTS AND CULTURAL SERVICES NETWORK**

**No items have been identified as part of this Agenda**

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## 19. INFRASTRUCTURE AND ASSETS NETWORK

### 19.1. Road Reserves, Parks and Public Reserves Occupation Policy (27-Plx-012)

**FILE NO:** SF7599

**AUTHOR:** Erica Deegan (Acting General Manager Infrastructure and Engineering)

**APPROVER:** Shane Eberhardt (General Manager Infrastructure and Assets Network)

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#### **DECISION STATEMENT:**

To consider and endorse the Road, Parks and Public Reserves Occupation Policy (27-Plx-012).

#### **RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*  
*Local Government (Highways) Act 1982 (Tas)*  
*Roads and Jetties Act 1935 (Tas)*  
*Facilities and Highways By-Law Number 1 of 2021*  
*Parking Facilities By-Law Number 2 of 2023*  
*Vehicle and Traffic Act 1999 (Tas)*  
*Road Rules 2019 (Tas)*

#### **PREVIOUS COUNCIL CONSIDERATION:**

Workshop - 23 November 2023 - Road Occupation Fee  
Workshop - 15 August 2024 - Road Reserves, Parks and Public Reserves Occupation Policy, Guidelines and Fee Capping

#### **RECOMMENDATION:**

That Council endorses the Road Reserves, Parks and Public Reserves Occupation Policy as follows:

## **Road, Parks and Public Reserves Occupation Policy**

### ***PURPOSE***

To provide a clear and consistent management approach to ensure that roads, parks and public reserves within the Launceston municipality are:

- kept in a safe and well-maintained condition
  - recognised as publicly owned assets
  - safe for pedestrians, cyclists and drivers; and
  - that there is adequate protection for services (above and below ground), trees and stormwater management.
-

## **SCOPE**

This policy applies to all individuals, builders, contractors, businesses and organisations seeking to undertake commercial activities or building works on, from or within a road, park or public reserve under the ownership, care and/or control of the City of Launceston.

## **POLICY**

This policy has been developed to enable Council to:

- manage the risks and costs to public safety and public infrastructure associated with the proposed occupancy for commercial events and building works; and
- efficiently perform its functions and/or exercise its powers in accordance with relevant legislation and its by-laws as far as it relates to the roads, parks and public reserves under its care and control within the Launceston municipality; and
- provide a strategic direction for occupation of roads, parks and public reserves to guide Councillors, employees, residents, planners, developers, contractors and landscapers.

The policy should be read in conjunction with the *Guidelines for Occupation of Roads, Parks and Public Reserves (27-HLPrx-003)*, and is not intended to override or otherwise set definitions under any Act, the By-Laws, or any other relevant legislation.

Council is committed to supporting business development and growth through the controlled occupancy of Council's roads, parks and public reserves managed by council. It acknowledges that on occasions a proposed occupancy may not be possible, and in those instances, it will work with businesses to find suitable alternate solutions where practicable.

## **Permit or Authorisation**

Depending on the nature of the activities on the public street, parks and/or public reserves, a Permit or Authorisation may be required. A Permit or Authorisation will be required to carry out any of the following activities:

- objects within or over a highway
- building any structures
- service connections
- use of machinery and/or vehicles for building works
- erect a hoarding, overhead protective awning, or scaffolding
- Fencing
- Temporary placement of skip bin or shipping container
- landscaping works, including planting or removing a tree or other vegetation

## Permit Exclusions

The permit does not apply where the activity is covered by other specific permit, policies and procedures, such as:

- On-Street Dining
- Mobile Food Vendors
- Private Driveway Permit Vehicular Crossing. (Where no additional occupation of the roads occurs during the works).

## Fees

Fees are set by Council, reviewed annually, and published on our website <https://www.launceston.tas.gov.au/Council-Region/Payments-Fees-and-Charges>

## Fee Exclusions

The fees associated with this policy do not apply to the following activities:

- Hire of parking bays (for permitted activities)
- Charitable organisations (activities/events)
- Council-sponsored events
- Approved City Activation trials
- Emergency works
- Utility providers
- Works on Council or government-owned assets adjacent Road or Park Reserves

## Application Process

Applications are to be submitted in accordance with the processes outlined in the *Guidelines for Occupation of Roads, Parks and Public Reserves (27-HLPrx-003)*.

## PRINCIPLES

Council's Organisational Value, *We care about our community* applies to this policy:

- we take pride in our work and pursue a standard of excellence
- we genuinely listen, and value collaborative relationships
- we strive towards the best outcome for our community
- we make responsible and sustainable decisions

## RELATED POLICIES & PROCEDURES

- 27-HLPrx-003 Roads, Parks and Public Reserves Occupation Guidelines
- City of Launceston Event Planning Guide
- 26-Plx-005 Tree Management Policy
- 26-Plx-019 Nature Strip Policy
- 26-HLPr-005 Guidelines for Nature Strips
- City of Launceston Accessibility Framework 2020-2024

**RELATED LEGISLATION**

- Local Government Act 1993
- Local Government (Highways) Act 1982
- Roads and Jetties Act 1935
- Facilities and Highways By-Law Number 1 of 2021
- Parking Facilities By-Law Number 2 of 2023
- Vehicle and Traffic Act 2001
- Road Rules 2019

**REFERENCES**

- Austroads Guide to Temporary Traffic Management
- AS 1742.3:2019 Manual of uniform traffic control devices, Part 3: Traffic control for works on roads
- AS 4970-2009 Protection of trees on development sites
- Traffic Control for Works on Roads – Tasmania Guide (Department of State Growth)

**DEFINITIONS**

<b>Council-sponsored Events</b>	Events sponsored under the <a href="#">Council's Event Sponsorship Program</a> (small, major or special events categories)
<b>Emergency works</b>	For the purposes of this Policy, emergency work is building work, plumbing work, utility work or demolition work that: <ul style="list-style-type: none"> <li>a) is required to be performed under an emergency order; or</li> <li>b) is required on reasonable grounds to be performed in an emergency, or to circumvent an emergency to: <ul style="list-style-type: none"> <li>(1) protect public health or safety; or</li> <li>(2) prevent significant damage to property; or</li> <li>(3) prevent a waste of water; or restore a water supply that has been cut off to prevent a waste of water; or</li> <li>(4) free a blocked pipe</li> </ul> </li> </ul>
<b>Events</b>	Means community and major events and festivals that take place annually, biennially, occasionally or once-off. It includes arts and cultural events, food and beverage, sporting and special interest events, community celebrations and civic commemorations, as well as one-off major events that have capacity to draw a substantial number of visitors to the city
<b>Approved City Activation Trial</b>	Activation trials create a community sense of place, encourage social connections, improve safety and bring vibrancy to the City of Launceston. Trials may include temporary infrastructure such as seating, games and interactive play, as well as public art and cultural storytelling. Activation trials do not include events, for-profit activities or busking. Approval from Manager Liveable Communities is required.
<b>Charitable organisation</b>	An organisation registered with the Australian Charities and Not-for-profits Commission (ACNC)
<b>Public Reserve</b>	For the purposes of this Policy, <b>public reserve</b> means a reserve, area of bushland, park, flood levee or garden usually open to the public, and under the control and management of the Council

<b>Public Road or Public Streets</b>	Means any street, road, lane, thoroughfare, footpath, bridge, or place open to or used by the public, or to which the public have or are permitted to have access, whether on payment of a fee or otherwise
<b>Utility providers</b>	Organisations that provide services consumed by the public, such as electricity, gas, water, sewerage, and communications
<b>Works</b>	Construction and maintenance work in work sites wholly or partly within the road, park or public reserve boundaries or any other works that cause interference or obstruction to the normal use of the reserve by any user

### **REVIEW**

This policy will be reviewed no more than 5 years after the date of approval (version) or more frequently, if dictated by operational demands and with Council's approval.

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### **REPORT:**

When activity occurs within the road reserve, our community is impacted. Access can be removed from the travelling public, or delays and detours may be experienced. This can affect personal travel, but also impacts community services such as public transport and emergency response. Often, those with accessibility issues are most affected. Within commercial areas, businesses can suffer from loss of trade, or difficulties in undertaking their business operations.

The City of Launceston often receives requests to occupy sections of the road to facilitate activities, such as construction associated with adjacent land or for events. Council officers assess each of these applications to determine acceptability, with the primary consideration being the community impact.

Since the beginning of the 2023-2024 financial year, the City of Launceston has been charging a fee for the occupation of roads, parks and public reserves. The necessity for a formal policy was identified at that time and further refined through two workshops. This policy has been shaped by insights gained from the fees and permits issued since its introduction. The Policy will be supported by the guidelines included in Attachment 1, provide direction and consistency for both applicants and Council officers.

### **RISK IMPLICATIONS:**

In this instance issuing of an occupation permit and associated charging of a fee without a clear policy position is a reputational risk to the organisation. The policy clearly outlines the times where a permit or authorisation will not be required, minimising reputational risks by avoiding the application of multiple policies for the same action.

### **ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

The policy, along with the amended fees and charges, provides clear guidance for occupation permits that will be subject to a zero-charge fee, such as those for charitable organisations hosting activities or events. This will generate a positive social impact by allowing these organizations to apply for permits without financial burden, enabling them to continue contributing to the community. Economically, the policy ensures that resources are allocated efficiently while supporting social initiatives.

**STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston Corporate Strategic Plan 2014 - 2024*

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

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

Focus Areas:

1. To provide for the health, safety and welfare of the community.
2. To fairly and equitably discharge our statutory and governance obligations.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Introduction of a zero-charge fee, as referenced in the policy and recommended for enactment within a subsequent agenda item, could reduce the revenue generated from the fee. The detailed budget and financial implications of this change are fully addressed in the corresponding agenda item.

**DISCLOSURE OF INTERESTS:**

The Author and General Manager have no interests to declare in this matter.

**ATTACHMENTS:**

1. Guidelines for Occupation of Roads, Parks and Public Reserves [**19.1.1** - 12 pages]

**19.2. Fees and Charges Amendment 2023/2024 and Associated Remission of Road Reserves, Parks and Public Reserves Occupation Fees**

**FILE NO:** SF2968

**AUTHOR:** Erica Deegan (Acting General Manager Infrastructure and Engineering)

**APPROVER:** Shane Eberhardt (General Manager Infrastructure and Assets Network)

**DECISION STATEMENT:**

To consider changes to the approved Fees and Charges for 2024/2025 for the occupation of road, mall, parks or reserve and to reconsider fees previously charged under the original fee structure, applying remissions where applicable.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*

**PREVIOUS COUNCIL CONSIDERATION:**

Workshop - 23 November 2023 - Road Occupation Fee

Council - 4 April 2024 - Agenda Item 15.3 - Fees and Charges 2024/2025

Workshop - 15 August 2024 - Road Reserves, Parks and Public Reserves Occupation Policy, Guidelines and Fee Capping

**RECOMMENDATION:**

That Council:

1. pursuant to section 205 of the *Local Government Act 1993 (Tas)*, remove fee 726 incorporating the fee calculation details, including minimum fee, into the description, update the existing fees and approve the new fees associated with Road Occupation, as detailed below for the financial year ending 30 June 2025.

	<b>Road, Mall, Parks or Reserve Occupation</b>		
	Fee will be calculated with consideration of m <sup>2</sup> rate, with a minimum fee (\$155), as well as a maximum weekly fee (\$1000) - daily pro rata if less than seven days duration		
<b>NEW</b>	Fee associated with the occupation of road, mall, parks or reserve for the following: - charitable organisations (activities/events) - council-sponsored events - approved city activation trials - public utility providers - works on Council or government-owned buildings adjacent road, park or reserve		<b>\$0.00</b>
<b>727</b>	Occupation fee \$4.00 per m <sup>2</sup> per week, outside the CBD	GST Exempt	<b>\$4.00</b>
<b>728</b>	Occupation fee \$5.00 per m <sup>2</sup> per week, within the CBD	GST Exempt	<b>\$5.00</b>

All figures are exclusive of GST.



2. pursuant to section 207 of the *Local Government Act 1993 (Tas)*, approves the remission of any fees charged or paid in excess of the capped figure noted in Recommendation 1 since the introduction of the fee for the occupation of road reserves, parks and public reserves in 2023.
3. notes that should Recommendation 2. be adopted, the total of the fees to be remitted or reimbursed is \$213,536.

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**REPORT:**

Since the beginning of the 2023/2024 financial year, the City of Launceston has been charging a fee for the occupation of road reserves, parks and public reserves. During this period it has become clear that amendments are required to the fee structure to:

1. clearly identify applications for which a zero-charge fee should be applied.
2. apply a daily pro rata for applications less than seven days duration.
3. implement a maximum weekly cap to minimise excessive charging.

It is recommended that these changes be applied to invoices already issued to establish equity across the occupations.

As of 20 September 2024, 60 occupation permits, and associated invoices, have been issued since the introduction of the fee in July 2023. Of these, twelve would be eligible for a remission under the recommended new fee structure.

**RISK IMPLICATIONS:**

The Council ensures all fees and charges are in accordance with the *Local Government Act 1993 (Tas)* and any other relevant legislation.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Introducing a zero-charge fee, such as that for charitable organizations hosting events would remove financial barriers, allowing them to apply for permits without costs. This supports community-focused initiatives, enabling these groups to continue contributing to social well-being.

**STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston Corporate Strategic Plan 2014 - 2024*

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

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

Focus Areas:

1. To provide for the health, safety and welfare of the community.
2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
5. To maintain a financially sustainable organisation.

**BUDGET AND FINANCIAL IMPLICATIONS:**

The budget for 2024/2025 for the Road, Mall, Parks or Reserve Occupation fees is \$20,000. This was the first year that council had budgeted for this item. Year to date revenue raised is in line with this estimate and the fee amendment will have minimal impact on the anticipated budget. Regardless, as the fee is new, confidence in this budgeted amount is low and has the potential to vary significantly depending on the development activity relying on occupation of public land. This will be treated as a variance to budget for 2024/2025.

The new policy, and subsequently the fee, will apply to skip bins and shipping containers. Current practice is to consider skip bins separately to road occupation, not charging where a skip bin (only) is in place. For reference approximately 22 permits for skip bins were issued in the six months to 20 September 2024.

Revenue was recognised within the 2023/2024 financial year however many invoices remain outstanding due to requests for consideration of a fee reduction. The remissions in 2024/2025 will be an unbudgeted cost of \$213,536.

**DISCLOSURE OF INTERESTS:**

The Author and General Manager have no interests to declare in this matter.

**ATTACHMENTS:**

Nil

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**20. ORGANISATIONAL SERVICES NETWORK**

**20.1. Lease - Migrant Resource Centre**

**FILE NO:** SF2967

**AUTHOR:** Sharin Imlach (Lease Officer)

**APPROVER:** Louise Foster (General Manager Organisational Services Network)

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**DECISION STATEMENT:**

To consider leasing part of Heritage Forest known as The Heritage Forest Community Gardens.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*

**PREVIOUS COUNCIL CONSIDERATION:**

Council – 13/08/2018 - Agenda Item 18.2 Lease – Heritage Forest Community Garden

**RECOMMENDATION:**

That Council:

1. pursuant to section 179 of the *Local Government Act 1993 (Tas)*, decides to lease part of the land situated at 148 Vermont Road, Mowbray (CT 503541/1), known as Heritage Forest Community Garden, as identified on the plan below:



2. authorises the Chief Executive Officer to enter into a formal lease under the following terms:
  - a. the term shall be twelve months commencing on 5 years or as determined by the Chief Executive Officer.
  - b. the lease amount shall be \$340.34 per annum (as per the Lease and Licence Policy);
  - c. tenant to be responsible for:
    - i. energy costs;
    - ii. volumetric and connection charges for water;
    - iii. contents insurance; and
    - iv. other service charges if any.
  - d. tenant shall continuously maintain:
    - i. keep clear all noxious growth from premises;
    - ii. hold public liability insurance of at least \$20 million.
  - e. the exact dimensions of land to be leased and all remaining terms to be determined by the Chief Executive Officer.
3. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the lease.
4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas).

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## REPORT:

The Migrant Resource Centre Northern Tasmania (MRC), has been operating under a community lease at the site within Heritage Forest since 13 February 2023 after taking over the existing lease from Youth Futures Inc. The previously leased area included Lamont House, which will not be included in the proposed lease due to the ongoing restoration of the building. MRC is a non-for-profit organisation who address the unique challenges faced by newcomers to the area. The Heritage Forest community garden provides a space for members to create productive gardens and interact with like-minded people. MRC has 41 members and 50 volunteers; a \$10 joining fee is charged to assist with gardening costs. MRC encourages diversity and community spirit and events such as harmony day and other cultural celebrations are encouraged.

## RISK IMPLICATIONS:

The garden provides a social benefit to the community and utilises the site that would otherwise need to be maintained by Council officers.

## ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

MRC members actively ensure that all waste materials from the site are either composted or recycled to reduce landfill. The social benefits are aimed at promoting social inclusion, cultural diversity and community cohesion.

**STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston Corporate Strategic Plan 2014 - 2024*

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

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

Focus Areas:

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

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

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

Focus Areas:

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

**BUDGET AND FINANCIAL IMPLICATIONS:**

In accordance with Councils Lease and Licence policy, the commencing annual rent is recommended to be \$340.34, which is 182 fee units as established under the *Fee Unit Act 1997*.

The Act establishes the value of a fee unit for each financial year, with such value indexing in line with movements in the Consumer Price Index (CPI) for Hobart.

The area to be leased is approximately 13,427m<sup>2</sup> of the total land area of 21,193m<sup>2</sup> and an assessed annual value (AAV) of \$25,200.

On a comparison of those relevant areas, the value of the leased area is \$15,966 per annum, resulting in an effective subsidy of approximately \$15,625.66.

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

**DISCLOSURE OF INTERESTS:**

The Author and General Manager have no interests to declare in this matter.

**ATTACHMENTS:**

Nil

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**20.2. Occupation Licensing Act 2005 - Nominations to be a "Licenced Person"**

**FILE NO:** SF2611/SF0789

**AUTHOR:** Lucas Lim (Governance and Legal Officer)

**APPROVER:** Louise Foster (General Manager Organisational Services Network) and  
Chelsea van Riet (General Manager Community and Place Network)

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**DECISION STATEMENT:**

To consider nominating various Council Officers, who each have been appointed as Permit Authority of the Council and each holds a building services licence, to be a licensed person for the Council, to carry out the functions or powers as a Permit Authority.

**RELEVANT LEGISLATION:**

*Building Act 2016*

*Occupational Licensing Act 2005*

*Residential Building (Miscellaneous Consumer Protection Amendments) Act 2023*

**RECOMMENDATION:**

That Council:

1. Pursuant to section 37C(8)(c) of the *Occupational Licensing Act 2005*, nominates the following Council Officers, who each have been appointed as Permit Authority of the Council and each holds a building services licence, to be a licensed person:
  - a. Benjamin Pugh (Team Leader Compliance)
  - b. Caitlin Zantvoort (Building Compliance Officer)
  - c. Benjamin Ransley (Building Compliance Officer)
  - d. Jannet Stoianou (Permit Authority Officer)
  - e. Shannon Douglas (Administration Officer City Development)
  - f. Emily Bessell (Team Leader Statutory Services)

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**REPORT:**

On 11 September 2024, the Council received correspondence from the Consumer Building and Occupational Services (CBOS) advising that the proposed commencement date for the remaining Parts of the *Residential Building (Miscellaneous Consumer Protection Amendments) Act 2023* ("the Act") is 1 October 2024 ("the Commencement Date").

The said Parts relate to the amendments made to the following legislation:

- (i) *Building Act 2016*;
- (ii) *Building Regulations 2016*;
- (iii) *Occupational Licensing Act 2005*;
- (iv) *Occupational Licensing (Building Services Provider) Regulations 2016*.

The chief changes that the Act will make in October will be to the *Building Act 2016* and *Occupational Licensing Act 2005*. The key reforms affecting Council are as follows:

A. Amendments of the *Building Act 2016*

- Transfer of statutory functions of the Chief Executive Officer (CEO) to the Council as a licensed Permit Authority

**Key issue:** The role of Council Permit Authority will be expanded to include all statutory functions under that Act that were formerly carried out by the CEO.

B. Amendments of the *Occupational Licensing Act 2005*

- Licensing of Permit Authorities - Entity Licence

**Key issues:**

- Each council, as a body corporate, will become licensed as a Permit Authority on the commencement of the Act on 1 October 2024.
  - This is called an Entity Licence, and it is separate from a Permit Authority licence that is held by natural persons who work for a council.
  - Each council will be deemed by law to hold that licence, with no need for a licence application to CBOS.
  - Before the 1 October commencement, CBOS will issue each council with its new licence number. That will be needed for certain activities performed under the Act, such as the serving of notices and orders.
- The Council as a licensed entity is required to propose a natural person who holds a Permit Authority licence as its “nominated person”.

Further information in relation to the changes to the legislation referred to above is provided by CBOS. A copy of CBOS’ Fact Sheet is attached as Attachment 1.

As a result of the changes above, the Council:

- (i) must ensure that a function or power of the permit authority is only performed or exercised by the “licensed person”, within the meaning of *Occupational Licensing Act 2005*, nominated by the Council in its capacity as a licensed entity under that Act; and
- (ii) is required to make the nomination referred to above by **8 October 2024** (ie: within 7 days of the Commencement Date), pursuant to section 37C(8)(c) of the *Occupational Licensing Act 2005*.

Once the nominations have been made by the Council, CBOS will be notified of the same.

**RISK IMPLICATIONS:**

The recommended nomination of the existing Permit Authorities to be a "licensed person" will ensure that the Council can continue to meet its obligations under relevant legislation.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

**STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston Corporate Strategic Plan 2014 - 2024*

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

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

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

**DISCLOSURE OF INTERESTS:**

The Author and General Manager have no interests to declare in this matter.

**ATTACHMENTS:**

1. Attachment 1 - CBOS Fact Sheet - changes made by the Residential Building (Miscellaneous Consumer [20.2.1 - 19 pages]



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**20.3. Launceston Central Inc. - 3 Year Agreement Review**

**FILE NO:** SF0016

**AUTHOR:** Karishma Kodavali (Economic Development Officer)

**APPROVER:** Louise Foster (General Manager Organisational Services Network)

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**DECISION STATEMENT:**

To consider the review options to determine the future operation of Launceston Central Inc. at end of the three-year Agreement on 30 June 2025.

**PREVIOUS COUNCIL CONSIDERATION:**

Workshop - 10 September 2020 - Cityprom Review  
Council - 1 October 2020 - Agenda Item 21.2 - Cityprom Review  
Workshop - 3 December 2020 - Cityprom Presentation  
Workshop - 8 March 2021 - Cityprom Review  
Workshop - 1 April 2021 - Cityprom Review  
Council - 17 June 2021 - Agenda Item 20.4 - Cityprom Review  
Workshop - 9 December 2021 - Cityprom Futures Project  
Workshop - 28 April 2022 - Cityprom Futures Project  
Council – 16 June 2022 - Central Launceston Marketing Inc. Operational Agreement  
Workshop – 4 September 2023 - Central Launceston Marketing Inc Annual Report 2023  
Council -14 December 2023 -Launceston Central Marketing Inc Annual Report 2022-2023  
Workshop – 29 February 2024 - Launceston Central Marketing inc Half yearly report  
Workshop – 4 July 2024 - Launceston Central CPI request  
Workshop – 29 August 2024 - Launceston Central Marketing Biannual Reporting  
Workshop – 29 August 2024 - Launceston Central Marketing - 3 Year Agreement Review

**RECOMMENDATION:**

That Council requests officers to engage with Launceston Central Marketing Inc with view to negotiating the renewal of the operational agreement and memorandum of understanding, to be considered formally at a future meeting of Council, with inclusion of the following

- a 3-year term (2025-2028), with the option of an additional 3-year extension
- revision of KPIs, to include a combination of qualitative and quantitative measures, and
- Any adjustments necessary to ensure the operations of the entity continue to be aligned with the key purpose.

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**REPORT:**

Launceston Central Marketing Inc's three-year Operational Agreement and Memorandum of Understanding end on 30 June 2025. A decision is required to enter negotiations to renew or discontinue funding in order to provide sufficient notice to the organisation.

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**Alternate approach:** If Council is not supportive of the officer's recommendation, two alternatives are provided below:

- a. Council approves adjusted funding for Launceston Central Marketing Inc. with a reduced scope, focusing on specific areas such as marketing only, under a 3-year agreement with no extension option; or
- b. Council discontinues funding for Launceston Central Marketing Inc. at the end of the current agreement (June 2025) and undertakes an internal review to explore alternative service delivery models for the central business district's marketing and activation.

**Background**

<b>Year</b>	<b>History</b>
1989	Cityprom was registered
2008	Registered as an incorporated association as Cityprom Inc.
2020	Council led independent review on Cityprom Inc.
2021	Independent report and Cityprom response presented to Council.
2021	Decision made by councillors to restructure, expand boundaries and change funding model to phase out the central business district Cityprom business levy and be funded entirely from Council funding, commencing June 2022.
2022	In May, Cityprom business members voted at a Special General Meeting to replace the constitution, give up their membership rights and for the organisation to be renamed on an interim basis while the restructure was planned and executed by a council led project control group including a representative from Launceston Chamber of Commerce. This allowed the organisation to enter into a new service agreement with City of Launceston (CoL).
2022	Organisation changed registered business name to Central Launceston Marketing Inc as an interim measure while the new board was appointed, new strategy set, and new branding produced.
2022	CoL signed a funding agreement with CLM
2023	MOU signed between CoL and CLM
2023/24	CLM renamed officially as Launceston Central (with deed of variation signed by Michael Stretton)

Current Core service Area



Roles and Responsibilities of Launceston Central Inc.

On Friday, 22 October 2021, a workshop to determine the roles and responsibilities of the restructured Cityprom organisation was conducted by consultant Tony Chapman, who delivered a summarised report of the findings. The process involved interviews with key stakeholders, followed by a survey and then a final workshop to identify and allocate roles to both CLM and the City of Launceston. The agreed roles and responsibilities for CLM are outlined below:

***Central Launceston Destination Marketing***

- Lead marketing and promotion activities to ensure that central Launceston is the premier destination that target market audiences visit for entertainment, food and beverage, tours, accommodation and attractions, social connection, unique experiences, services and shopping in Northern Tasmania.
- Target market audiences that will deliver the highest return on investment.
- Engage with central Launceston stakeholders including the business community to build campaign recognition and effectiveness.

***Central Launceston Place Activation***

- Promote events and place activation in central Launceston.
- Pilot and deliver events where they are connected to core campaigns and necessary to trigger behavioural change in target markets.
- Support hardware place making initiatives by the City of Launceston by focusing on the software component (such as marketing and promoting the benefits of City Heart Project to Central Launceston).

***Central Launceston Advocacy***

- Maintain an advocacy role to ensure central Launceston remains competitive and marketable at a local, regional and national level.
- Connect stakeholders and businesses, on tactical matters, with peak advocacy organisations.

Launceston Central Inc. has provided three service delivery reports during the Council workshops for both Year 1 (Annual report) and Year 2 (Bi-annual reports). These reports outlined updates on key performance areas such as destination marketing, place activation, and advocacy. These presentations allowed the Council to review the initiatives undertaken in accordance with the agreed objectives. Additionally, Launceston Central Inc.'s annual reports provide a public summary of their operations, offering insight into their overall performance and activities.

**RISK IMPLICATIONS:**

Discontinuing funding for Launceston Central Marketing Inc. presents several risks. Without continued financial support, there is likely to be a decrease in centralised marketing and activation efforts, which could lead to reduced economic activity in the Central Business District (CBD). This may result in lower foot traffic, diminished business engagement, and a weakened ability to attract visitors and investors. Furthermore, the absence of coordinated marketing could fragment efforts, leading to a loss of Launceston's competitive edge in the region. While resources may be freed up for other Council initiatives, the long-term impact on the CBD's vitality and regional economic health could be significant.

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Further to this, a continued qualitative approach to assessing the impacts of the agreed activities of Launceston Central Marketing may fail to sufficiently demonstrate a return on the significant investment Council is making. The introduction of specific, measurable objectives in any future agreements will mitigate this risk.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

The Greater Launceston Plan (2014) states the Launceston CBD is the most significant employment and commercial precinct in Tasmania, outside of central Hobart. The area is the region's commercial, administrative and social heart and the leading destination for a wide range of goods and services.

The Shopping in the City Report (2019) and the NOA Group's Cityprom Review (2020) concluded that marketing is an essential activity to create a vibrant Launceston CBD into the future.

The Shopping in the City Report listed marketing as a significant challenge for small and independent retailers. Report Author Dr Louise Grimmer indicated that an agency focusing on a fully integrated marketing campaign to encourage visitation and to provide a sense of pride and place would provide sustainable economic benefits for retailers. Dr Grimmer suggests that such a campaign run throughout the year would increase footfall, sales and repeat shopping for retailers in Launceston.

In the NOA Group's Cityprom Review, marketing was identified as a core activity for City growth. Marketing not only results in economic impacts but helps to build a brand for our City and develop loyalty. The Cityprom Review suggested that CBD marketing can result in a community wide benefit and can be considered a public good.

The benefits of integrated city marketing are discussed at length in Dr Erik Braun's book *City Marketing: Towards an Integrated Approach*. Dr Braun suggests that city marketing encourages higher aspiration levels among residents and businesses within the city. Dr Braun also found that city marketing played a key role when people make choices between competing cities in a region.

Further to this, City branding was examined in relation to the UNESCO Creative Cities Network and found to have demonstrated tangible brand and economic benefits to cities. A paper entitled *The UNESCO Creative Cities Network: A Case Study of City Branding* by Constanze Gathen, Wilhelm Skoglund and Daniel Laven suggests that developing an attractive brand and marketing was important for cities in attracting labour, investors and visitors. While city branding includes other aspects, a strong CBD marketing function is a key enabler of a successful city brand.

**STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston Corporate Strategic Plan 2014 - 2024*

Strategic Priority 1: We connect with our community and our region through meaningful engagement, cooperation and representation.

10-Year Goal: To seek out and champion positive engagement and collaboration to capitalise on the major opportunities and address the future challenges facing our community and region.

Focus Areas:

1. To develop and consistently utilise contemporary and effective community engagement processes.
2. To lead the implementation of the Greater Launceston Plan via collaborative and constructive relationships with our regional partners.
3. To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities.

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

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

Focus Areas:

1. To promote and enhance Launceston's rich heritage, culture and natural environment.
2. To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.
3. To promote and attract national and international events and support the sector to ensure a diverse annual events calendar.
4. To support the central business district (CBD) and commercial areas as activity places during day and night.
5. To support sustainable population growth in the Northern Region.

**BUDGET AND FINANCIAL IMPLICATIONS:**

The Operational Agreement proposed to fund Central Launceston Marketing Inc. \$563,862 per year for three years, for the provision of services outlined in the Operational Agreement. The figure was consistent with previous funding for Cityprom.

On 8 August 2024, Council approved an additional 4.5 % increase to the funding contribution to Launceston Central.

The budget total including the 4.5% increase is \$589,236.

**DISCLOSURE OF INTERESTS:**

The Author and General Manager have no interests to declare in this matter.

**ATTACHMENTS:**

Nil

## 20.4. Monthly Financial Performance Report

**FILE NO:** SF7694

**AUTHOR:** Zakia Afroz (Team Leader Accounting)

**APPROVER:** Louise Foster (General Manager Organisational Services Network)

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### **DECISION STATEMENT:**

To consider the August 2024 Capital and Operational financial reports against budget.

### **RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*

### **RECOMMENDATION:**

That Council notes the report outlining both Capital and Operational results to the period ending 31 August 2024.

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### **REPORT:**

#### **Operational Result August 2024**

Detail is provided in Attachment 1 - COL - Monthly Financial Snapshot August 2024.

The financial year 2025 year to date (YTD) budget is an underlying deficit of \$0.805M. The YTD position is \$1.767M surplus. This results in a favourable variance YTD of \$2.752M. This excludes any capital grants received, or loss on disposal of fixed assets.

Rates revenue is expected to be on budget as supplementary valuations continue through the year– commonly slower to begin following a Municipal Revaluation.

User Fees and Charges and Statutory Fees and Charges are favourable to budget, at \$59K and \$163K, respectively.

Interest revenue to budget is currently unfavourable as cash balances are lower than budgeted. If necessary, a budget amendment will be brought to Council in the future.

Employee costs are lower than budget year-to-date due to vacant positions. Material and Services expense is favourable \$1.57M to budget, primarily due to budget yet to expended which is expected to be spent in the coming months in operational areas.

State Landfill levy costs have not been incurred due to delayed invoicing, hence the \$813K favourable variance compared with the budget. This variance is expected to decrease by the end of September.

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### **Capital Expenditure August 2024**

Total capital expenditure budget for 2024/2025 is made up of carried forward budget funds of \$48,237,904, Current year Council funds of \$24,353,000 and external funding of \$18,319,642 for a total budget of \$90,910,546.

Currently 20% of projects are in progress or completed.

#### **RISK IMPLICATIONS:**

Not considered relevant to this report.

#### **ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

#### **STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston Corporate Strategic Plan 2014 - 2024*

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

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

Focus Areas:

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

#### **BUDGET AND FINANCIAL IMPLICATIONS:**

As per the report.

#### **DISCLOSURE OF INTERESTS:**

The Author and General Manager have no interests to declare in this matter.

#### **ATTACHMENTS:**

1. COL - Monthly Financial Snapshot August 2024 [**20.4.1** - 3 pages]



## 20.5. Code of Conduct for Councillors

**FILE NO:** SF2213

**AUTHOR:** Matt Morgan (Acting Manager Governance)

**APPROVER:** Louise Foster (General Manager Organisational Services Network)

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### **DECISION STATEMENT:**

To note the introduction of the *Local Government (Code of Conduct) Order 2024* which automatically applies to Councillors and removes the requirement for individual councils to adopt a Model Code of Conduct and rescind the City of Launceston's Code of Conduct for Councillors (14-Plx-032).

### **RELEVANT LEGISLATION:**

*Local Government Act 1993* (Tas)  
*Local Government (Code of Conduct) Order 2024*

### **RECOMMENDATION:**

That Council:

1. notes the introduction of the *Local Government (Code of Conduct) Order 2024* by the Department of Premier and Cabinet; and
  2. rescinds the City of Launceston's 14-Plx-032 Code for Conduct for Councillors (ECM Doc Set Id 3311975).
- 

### **REPORT:**

On 11 September 2024, amendments to the *Local Government Act 1993* were introduced through the commencement of the *Local Government Amendment (Code of Conduct) Act 2023*. The Amendment Act delivers a number of targeted improvements to the Local Government Code of Conduct framework, including:

- Providing a single statewide Code, which automatically applies to all councillors.
  - Requiring councils to adopt a dispute resolution policy within 12 months of its commencement.
  - Introducing a 'public interest' test for investigating complaints.
  - Having a more rigorous initial assessment process undertaken by a Panel member who is a lawyer (who will not be on any subsequent investigating Panel).
  - Having the Code of Conduct Executive Officer undertake monitoring of compliance with sanctions.
-

To support the intent of the Amendment Act changes, the General Regulations have also been amended to:

- Establish prescribed minimum standards for dispute resolutions policies; and
- Set annual reporting requirements for dispute resolution policies.

The new *Code of Conduct Order 2024* replaces the existing Code issued under the *Model Code of Conduct Order 2016* and automatically applies to all Councillors without the need for formal adoption by individual councils.

With the commencement of the Amendment Act, all councils will be required to adopt a dispute resolution policy by no later than 10 September 2025

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

**STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston Corporate Strategic Plan 2014 - 2024*

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

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

Focus Areas:

3. To fairly and equitably discharge our statutory and governance obligations.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

**DISCLOSURE OF INTERESTS:**

The Author and General Manager have no interests to declare in this matter.

**ATTACHMENTS:**

1. To be rescinded - 14-Plx-032 Code of Conduct for Councillors [20.5.1 - 8 pages]

**20.6. Representation at the 2024 Rail Trails Conference - 18 to 19 October 2024**

**FILE NO:** SF0121; SF0619

**AUTHOR:** Alison Flood (Executive Assistant Mayor)

**APPROVER:** Louise Foster (General Manager Organisational Services Network)

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**DECISION STATEMENT:**

To consider the attendance of Councillor Alan Harris at the 2024 Rail Trails Conference in Melbourne on 18 and 19 October 2024.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)*

**RECOMMENDATION:**

That Council approves the attendance of Councillor Alan Harris at the 2024 Rail Trails Conference in Melbourne on 18 and 19 October 2024.

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**REPORT:**

It is considered appropriate that the Council is represented at the 2024 Rail Trails Conference as the learnings will have direct benefit for a number of current key Council priorities.

The key themes for the Conference are:

- Building a rail trail network
- Servicing the needs of rail trail users
- Increasing rail trail usage and value adding to the experience
- The role of volunteer committees and Friends Groups

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Participation in the Conference will provide important learnings about what has and has not been successful in other Local Government areas along with providing an opportunity to experience a very successful trail and expect network connections to continue receiving updates on ideas and solutions employed.

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**STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston Corporate Strategic Plan 2014 - 2024*

Strategic Priority 2: We facilitate prosperity by seeking out and responding to opportunities for growth and renewal of our regional economy.

10-Year Goal: To have realised opportunities that grow and sustain our economy and foster creative and innovative people and industries.

Focus Areas:

4. To promote tourism and the development of a quality tourism offering for Launceston.

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

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

Focus Areas:

2. To continue to offer an attractive network of parks, open spaces and facilities throughout Launceston.

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

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

Focus Areas:

1. To plan for and provide services and facilities that recognises the changing demographics and needs of our community.

5. To promote and support active and healthy lifestyles of our community.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Attendance at the Conference can be funded from the Councillor's Development Budget. The costs associated with attendance at this conference are:

- \$264 registration fees including bike hire
- \$780 accommodation
- \$500 airfares.

**DISCLOSURE OF INTERESTS:**

The Author and General Manager have no interests to declare in this matter.

**ATTACHMENTS:**

1. 2024- Rails- Trails- Conference- Flyer-18-to 19- October-2024 [20.6.1 - 4 pages]

**21. CHIEF EXECUTIVE OFFICER NETWORK**

No items have been identified as part of this Agenda

**22. LATE ITEMS**

No Closed Items have been identified as part of this Agenda

**23. CLOSED COUNCIL**

*This decision requires an absolute majority of Council*

**RECOMMENDATION:**

That Council moves into Closed Session to consider the following matters:

**23.1. Confirmation of the Minutes**

**REASON FOR CLOSED COUNCIL:**

Regulation 35(6) of the *Local Government (Meeting Procedures) Regulations 2015* states that at the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

**23.2. Disposal of Interest in Land - corner Nairana and Forster Streets, Invermay**

**REASON FOR CLOSED COUNCIL:**

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

- (b) 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.
- (f) proposals for the council to acquire land or an interest in land or for the disposal of land.

**23.3. Workers Commemorative (Memorial) Park Refurbishment**

**REASON FOR CLOSED COUNCIL:**

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

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

**24. MEETING CLOSURE**

**25. NEXT COUNCIL MEETING DATE**

**The next Ordinary Meeting of Council will be held at 1.00pm on 17 October 2024 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.**