



City of
LAUNCESTON

COUNCIL MINUTES

**COUNCIL MEETING
THURSDAY 31 OCTOBER 2024
1.00PM**

The Ordinary Meeting of the City of Launceston Council was held at the Council Chambers, Town Hall, St John Street, Launceston:

Date: 31 October 2024

Time: 1:00 pm

Certificate of Qualified Advice

Background

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

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

Certification

I certify that:

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



Sam Johnson OAM
Chief Executive Officer

VIDEO and AUDIO STREAMING of COUNCIL MEETINGS

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

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

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

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

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

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

The following information was provided to members of the public in respect of attendance at the Council Meeting.

PUBLIC QUESTION TIME - AGENDA ITEM 8

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

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

PUBLIC COMMENT ON AGENDA ITEMS

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

Please note the following important information:

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

Present:

Mayor Councillor M K Garwood
Deputy Mayor Councillor D H McKenzie
Councillor D C Gibson
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
Councillor A J Britton

In Attendance:

Sam Johnson OAM (Chief Executive Officer)
Michelle Ogulin (Acting General Manager Community and Place Network)
Nathan Williams (Acting General Manager Organisational Services Network)
Chelsea van Riet (Acting General Manager Infrastructure and Assets Network)
Shane Fitzgerald (General Manager Creative Arts and Cultural Services Network)
Michael Newby (Chief Infrastructure Officer) (Item 11.1)
Zara Dawtrey (Senior Communications Officer)
Kelsey Hartland (Team Leader Governance)
Lorraine Wyatt (Council and Committees Officer)
Richard Jamieson (Manager City Development) (Item 11.1 and Item 17.3)
Fintan Langan-Clarke (Senior Town Planner) (Item 11.1)
Angie Hart (Team Leader Tourism and Events) (Item 17.1)
Kate Schindler (Grants and Sponsorship Officer) (Item 17.1)
Marcus Grantham (Team Leader Place Making) (Item 17.2 and Item 17.4)
Marilyn Burns (Place and Urban Design Officer) (Item 17.2 and Item 17.4)
Claire Fawdry (Principal Planner) (Item 17.3)
Erica Deegan (Manager Infrastructure and Engineering) (Item 19.1 and Item 19.2)
Geoff Farquhar-Still (Public Space Project Officer) (Item 19.3)
Lisa Granger (Engagement Facilitator) (Item 20.1)
Colin James (Community Development Officer) (Item 20.1)
Samuel Kelty (Manager Finance) (Item 20.2)
Lucas Lim (Governance and Legal Officer) (Item 20.3)
Anna Feldman (Project Manager) (Item 21.1)

Apologies:

Nil

Apologies with Leave of Absence

Deputy Mayor Councillor D H McKenzie
Councillor D C Gibson

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1. OPENING OF MEETING - ATTENDANCE AND APOLOGIES

The Mayor, Councillor M K Garwood, opened the Meeting at 1.00pm acknowledging that we are meeting on the unseeded lands of the palawa people, the original and ongoing owners, and noted apologies from Deputy Mayor Councillor D H McKenzie and Councillor D C Gibson.

2. MAYORAL ACKNOWLEDGEMENTS

The City of Launceston has been recognised at the 2024 National Economic Development Awards for Excellence in Melbourne.

Held during the 2024 National Economic Development Conference, the awards are designed to celebrate organisations and individuals who drive sustainable growth and community prosperity across Australia.

City of Launceston Economic Development Officer Karishma Kodavali was presented with the Economic Development Rising Star Leadership award, which recognises emerging leaders in the economic development sector.

Ms Kodavali was recognised for her work facilitating economic development programs on behalf of the City of Launceston, including Business Connect workshops aimed at supporting the City's small business sector.

The City of Launceston also took out an award in the Economic Development Recovery & Resilience category for its Business Activity Survey, which analyses business activity in Launceston's CBD in detail.

The Council's Data Analyst Tony McDonald accepted the award on behalf of the project team at the Awards and will be received by Alex Crothers (Team Leader Strategy, Economic Development and Analytics) today.

The Business Activity Survey was launched this year, having evolved from the Council's former CBD retail shop occupancy surveys.

The new system can categorise more than 30 types of businesses and can record features like on-street dining offerings.

The data for the Business Activity Survey is captured by officers and members of Launceston Central using smartphones and uploaded to a database, allowing for real-time updates when businesses open and close.

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).

Councillor A J Palmer declared an interest in Agenda Item - 17.1 - Community Grants Round 1 2024-2025.

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 17 October 2024 be confirmed as a true and correct record.

DECISION: 31 October 2024

MOTION

Moved Councillor A J Britton, seconded Councillor A J Palmer.

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 17 October 2024 be confirmed as a true and correct record.

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

5. COUNCIL WORKSHOPS

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

5.1. Council Workshop Report - 17 October 2024

FILE NO: SF4401

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RELEVANT LEGISLATION:

Local Government (Meeting Procedures) Regulations 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 17 October 2024:

UTAS Stadium Transfer - Presentation, Questions and Answers

Councillors received a presentation from James Avery (Chief Executive Officer, Stadiums Tasmania) including the opportunity to ask questions of Stadiums Tasmania about the proposed UTAS Stadium Transfer.

UTAS Stadium Transfer

Following a presentation by James Avery (Chief Executive Officer, Stadiums Tasmania), Councillors participated in further discussion with Officers around the UTAS Stadium Transfer.

Frederick Street, Launceston - Lease to Launceston History Centre

Councillors received a presentation about the proposed arrangements for the lease of 56 Frederick Street.

In Attendance: Mayor Councillor M K Garwood, Deputy Mayor Councillor D H McKenzie, 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
Apologies With Leave of Absence: Councillor D C Gibson

DECISION: 31 October 2024

MOTION

Moved Councillor A G Harris, seconded Councillor T G Walker.

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 17 October 2024:

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In Attendance: Mayor Councillor M K Garwood, Deputy Mayor Councillor D H McKenzie, 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
Apologies With Leave of Absence: Councillor D C Gibson

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS

Councillors' Leave of Absence Applications will be considered in Closed Council at Agenda Item 23.3 - Councillors' Leave of Absence.

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).

7.1. Community Report - Society of Women's Writers Tasmania - Presented by Judi Corcoran

FILE NO: SF6368

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

SUMMARY OF PRESENTATION

The Society of Women Writers Tasmania is a part of a not-for-profit National Organisation with members meeting monthly to discuss books both as published authors and enthusiastic wordsmiths, learning how to progress as writers from basic, to publishing their first novel. The experience of these published authors is invaluable in mentoring and encouraging the less experienced in the ups and downs of publishing their first novel or Memoir. Meetings are informal and friendly. With exercises and various forms of writing, we have fun sharing short stories and remain stimulated by the enthusiasm of the group. The aim of the Society is to encourage interest in writing and to assist those who wish to further their writing skills in the written word. The Society is hoping to encourage others to join us in our monthly meetings which are held on the first Monday of the month in the Launceston Library.

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 - Birchalls Graffiti, E-Scooters, and Sources for Council Reports - 17 October 2024

FILE NO: SF6381

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 17 October 2024 by Robin Smith, have been answered by Shane Eberhardt (General Manager Assets and Infrastructure), Louise Foster (General Manager Organisational Services) and Duncan Campbell (Team Leader Legal Services).

Questions:

1. Above the centre of Birchalls building is an exceedingly large graffiti tag and I assume they gained access through Birchalls building. Are they gaining access through that building? Is there something Council could do to secure access to that building?

Response:

There has been no triggering of the alarm and no observable damage to windows or doors. It is believed that individuals are gaining access to the roof externally which is supported by observations Council officers have received.

2. Previously, I have asked questions about the control of e-scooters and where they are permitted to go, including questions on 27 January 2022, 22 August 2024 and 3 Oct 2024. Your officer responded, rejecting my assertion that they are permitted by Road Rules, that via the by-laws the Traffic Act controls the e-scooters. From what I understand that the Road Rules are more specific than the Traffic Act in controlling the e-scooters, therefore it appears they are permitted to go these places. There is a Latin maxim that apparently covers that one strength of a law versus the other, where there a conflict, is *generalia specialibus non derogant*, which essentially means the stronger law wins. Could officers go back and have a look at that conflict?

Response:

The fact that two laws may apply to a particular activity does not mean there is a conflict. The Road Rules 2019 (Rules) place restrictions on the use of Personal Mobility Devices (PMDs) on roads and associated infrastructure. The Facilities and Highways By-Law No. 1 of 2021 (By-law) places restrictions on the use of vehicles - which includes PMDs - in Malls and other facilities.

The use of PMDs require compliance with all applicable laws, which may include the Rules, the By-law, and other legislation, depending on the relevant location and the manner in which they are used.

3. I refer to an in-house document 'E-scooter Trial Evaluation' prepared by Council officers. In the future, I am considering bringing to Council that if an officer were to write a report, that they declare where the information or contents comes from, whether it be artificial intelligence or whether they are lobbied or provided by the individuals. You don't have anything parallel running to that at the moment?

Response:

The E-Scooter Trial Evaluation report notes the sources throughout the document. Artificial Intelligence was not used in preparation of the report.

In Council's Annual Plan 2024/2025 there is an action for Council to explore and consider the need for responsible use of Artificial Intelligence and new technologies in line with City Innovation Strategy Principles, with the aim of guidelines being developed to support the use of the technologies for the City of Launceston. In the interim, the Executive Leadership Team have endorsed a position statement that requires officers to identify in reports if AI technology has been used to assist with generating content.

8.1.2. Public Questions on Notice - Rocelyn Ives - Gorge Materials - 17 October 2024

FILE NO: SF6381

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 17 October 2024 by Rocelyn Ives, has been answered by Debbie Pickett (Personal Assistant – General Manager Infrastructure and Assets Network).

Questions:

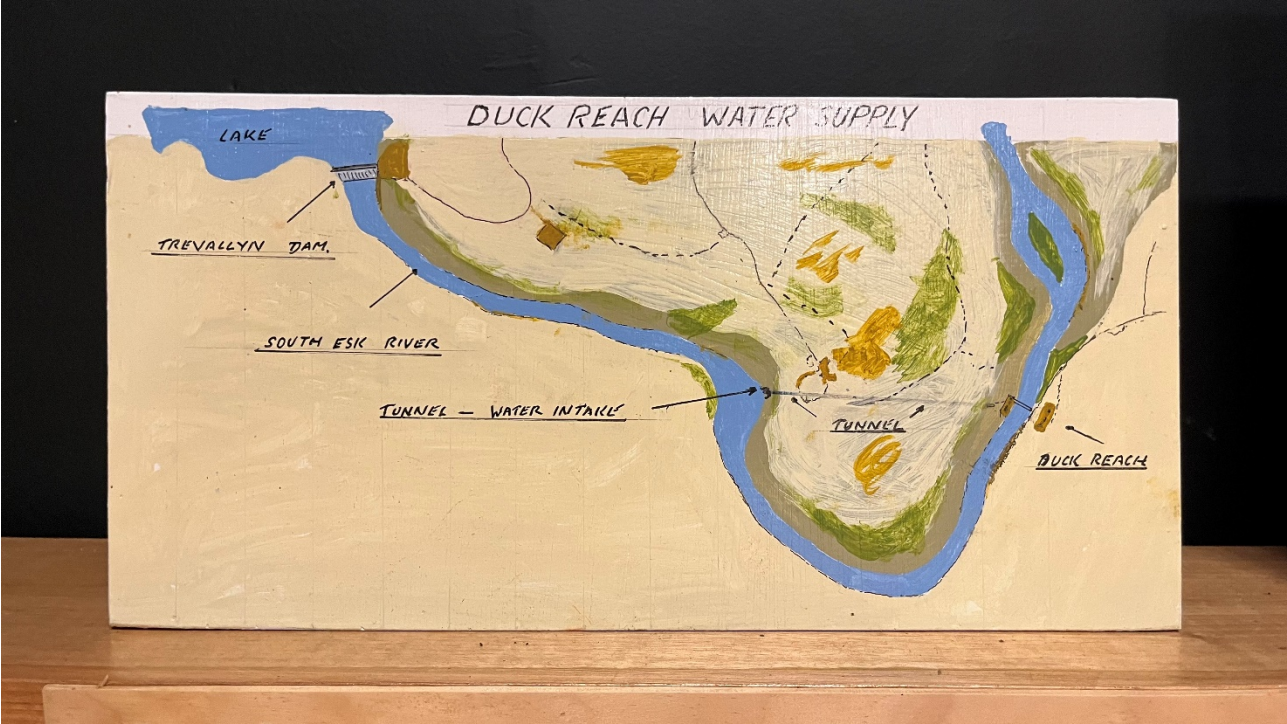
1. [Regarding Basin Cottage Resources]

Where is the unique Duck Reach Power Station model which, on my departure, was stored in a high cupboard at the cottage? The extensive collection of reference books, for which I have an inventory, were taken by a Council officer to the Town Hall. Where are they now?

Response:

The Model of Duck Reach is located inside the Basin Cottage in the last room, and the books were transferred to the QVMAG collection in April 2023.





8.1.3. Public Question on Notice - Jim Dickenson - Albert Hall Renewal - 21 October 2024

FILE NO: SF6381

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 21 October 2024 by Jim Dickenson, has been answered by Richard Jamieson (Manager City Development).

Questions:

1. The Examiner 6 September 2024 reported the Mayor Matthew Garwood as saying we expect to advertise a minor planning amendment for changes to the northern foyer facade. What are these changes and when will the application to Council and advertisement be made for these amendments?

Response:

A minor amendment request was made by the project applicants regarding DA0108/2022 (the Albert Hall upgrade) on 28th August 2024. The proposed amendment was a slight modification to the external element of the two proposed layers of cladding, i.e. slightly different 'perforated' look over the base sheeting.

The impact of the change is minimal, and the application was made with the support of the project Heritage Consultants and the Tasmanian Heritage Council.

Key reasons for the change are:

- *Structural strength and durability of the sheet*
- *Reduction in messy looking structural steel behind the perforated sheet*
- *Better overall architectural outcome (as advised by Architect and Heritage Advisor)*

Minor amendments are dealt with under delegated authority. The assessment process does not require a public notification process other than to advise any person who made representations to the original application (who have a right to appeal). This notification was provided on 30 September 2024.

8.1.4. Public Question on Notice - Daisy Barnett - Construction of Toddler Pool at Lilydale Swimming Pool - 22 October 2024

FILE NO: SF6381

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 22 October 2024 by Daisy Barnett, have been answered by Justin Dale (Manager Business Enterprises).

Questions:

1. What is happening in regards to the Lilydale toddler pool? When are works due to commence? What local organisations and residents will CoL be engaging with to ensure the best suited service be provided?

Response:

The City of Launceston commissioned an engineering review on the main and toddler pools at Lilydale in July. The review provided the following recommendations:

- **Main Pool Expansion Joint Repair:** *It was identified that the main expansion joint required repairs and sealing to prevent potential leaks. These repairs were successfully completed by a local pool specialist, and subsequent testing confirmed their effectiveness. The pool is now in the process of being cleaned and repainted in preparation for the upcoming season.*
- **Toddler Pool Filtration System Upgrade:** *The review also highlighted the need for the installation of an isolated treatment system for the toddler pool. Work on replacing the piping has commenced, and these upgrades are expected to be completed by mid-November by a local pool specialist.*

With these works progressing as scheduled, we anticipate that the facility will open for the season as planned.

8.1.5. Public Questions on Notice - Ray Norman - Housing, Planning and Waste Management - 23 October 2024

FILE NO: SF6381

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 23 October 2024 by Ray Norman, have been answered by Shane Eberhardt (General Manager Infrastructure and Assets Network), Richard Jamieson (Manager City Development) and Leigh Handley (Manager Operations Infrastructure and Assets).

Questions:

1. Given all that is at stake will the City of Launceston's Councillors now take a leadership role in its 'planning authority role' by initiating a transparent housing strategy that is:
 - Facilitated, by a CITIZENS jury, COMMUNITY forum or like committee; and
 - Open to contributors from anywhere in Australia; and
 - Initiated collaboratively with adjoining Councils and say the Institute of Architects, a university Faculty of Architecture and/or any other interested parties; and
 - Is directed towards engaging with Council's constituency towards achieving more sustainable and more amenable urban landscapes and housing strategies?

Response:

Council is currently developing a housing strategy, which we anticipate being adopted in the first quarter of 2025. The preparation of this strategy will involve consultation with a range of stakeholders, including a wider public engagement process.

The aim of the strategy is to ensure the Council provides opportunities for a diverse range of housing to accommodate the needs of all sectors of our community and to ensure new housing is provided in a way that enriches our City and respects those things that the community values.

2. Will Council seriously now reconsider its role in its 'planning authority role' by appointing a certified practicing City Architect who can:
 - Operate at arm's length from Council's management structure; and
 - Is open to receiving from and providing advice to the city's developers – private and corporate; and
 - Is one who works collaboratively with Council's management; and
 - Is directed towards engaging with Council's constituency towards achieving more sustainable and more amenable urban landscapes and cultural landscapes?
-

Response:

This question is a resubmission of a question answered at the Council meeting of the 7 September 2023. The answer provided at that time is restated below:

In the same way municipalities were required to appoint a City Engineer, a building surveyor and a building inspector, the 1962 Local Government Act required each municipality in Tasmania to appoint a City Architect to perform a range of statutory functions. Since 1962 the legislative requirements of Local Government have grown considerably, and a far greater skill set is required to undertake the Council's statutory duties. Currently, the City of Launceston employs Architects, Town Planners, Building Surveyors, Environmental Health Officers, Traffic Engineers, Hydraulic Engineers, Environmental Scientists, a Place Making team and many other specialists. These Officers work within the scope of the legislation and collaboratively with the development community, to achieve the best possible community outcomes. For this reason, the role of a City Architect, as proposed, is considered redundant in a modern Local Government structure and it is not proposed to be reinstated at this time.

3. Will Council please explain how and why ratepayers' fund have been, and are being, expended on a landfill facility that does not meet Tasmanian EPA standards at the ever-present risk of environmental degradation and moreover why the folly of landfill is being used to deal with apparently something in excess 50% of the regions "waste steam" AKA recoverable resources consigned to the city's WASTE MANAGEMENT CENTRE ... The place where resources and opportunities are ultimate 'wasted'?

Response:

City of Launceston (CoL) Regional Waste Centre is regulated by the Tasmanian Environment Protection Authority under the Environment Protection Notice (EPN) 7175/3. Each year CoL complies with the terms and conditions within the EPN. The EPN requires annual reporting and site audits. The conditions with the EPN are extensive and the following are examples of some of the conditions and reporting required.

Reporting on ground and surface water monitoring to ensure there is no impact on surrounding surface and ground water. Greenhouse gas emissions are also reported along with greenhouse gas abatement via the landfill gas capture system. Leachate generation and treatment via water treatment plant.

To date CoL has invested in landfill alternatives like FOGO which has diverted organics away from landfill. Last year 15,000t was diverted away from landfill. CoL continues to service kerbside recycling which diverts a further 6,000t/yr along with offering free recycling and resale recovery for many materials at the Launceston Recycling Centre.

CoL is currently undertaking a feasibility study to support the development of a diversion facility which could potentially divert and recover 60% of construction and demolition waste that is currently going to landfill.

8.2. Public Questions Without Notice

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

No Public Questions Without Notice were identified as part of these Minutes.

9. PETITIONS

No Petitions were identified as part of these Minutes.

10. DEPUTATIONS

No Deputations were identified as part of these Minutes.

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. DA0312/2024 - 55 Sandown Road, Norwood - Sports and Recreation - Construction of an Outdoor Recreation Facility including Sauna, Spa and Ice Bath

FILE NO: DA0312/2024

AUTHOR: Fintan Langan-Clarke (Senior Town Planner)

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant:	BVZ Designs
Property:	55 Sandown Road, Norwood
Zoning:	Rural
Receipt Date:	17/07/2024
Validity Date:	3/09/2024
Further Information Request:	06/09/2024
Further Information Received:	20/09/2024
Deemed Approval:	1/11/2024
Representations:	8

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

DA0159/2019 - Subdivision - Subdivide one lot into two lots - approved under delegation 7 June 2019

DA0304/2018 - Food services - Construction of an extension to the bar and new food services container - approved under delegation 29 June 2018

DA0319/2014 - Food services - Construction of an extension to a restaurant - approved under delegation 25 September 2014 with an amendment on 19 May 2017

DA0424/2013 - Visitor accommodation - Intensification of existing visitor accommodation use - approved under delegation on 29 November 2013, with an amendment on 18 December 2013.

STANDARDS REQUIRING PLANNING DISCRETION:

20.3.1 P2 - Rural Zone - Discretionary use

20.3.1 P4 - Rural Zone - Discretionary use

C7.6.1 P1.1 - Natural Assets Code - Buildings and works within a waterway and coastal protection area or a future coastal refugia area

C8.6.1 P1.2 - Scenic Protection Code - Development within a scenic protection area

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Tasmanian Planning Scheme - Launceston, a permit be granted for DA0312/2024 Sports and Recreation - Construction of an outdoor recreation facility including sauna, spa and ice bath at 55 Sandown Road, Norwood, subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a. Cover Page, prepared by BVZ Design, Drawing No. BATHE0524, Proposed Spa Area for Bathe Tasmania at 55 Sandown Road Norwood 7250, Revision No. 6, Page No. 1/10, dated 19/09/2024, **Plan to be amended in accordance with amended plans condition.**
- b. Title Plan with Boundary Dimensions, prepared by BVZ Design, Drawing No. BATHE0524, Proposed Spa Area for Bathe Tasmania at 55 Sandown Road Norwood 7250, Revision No. 6, Page No. 2/10, dated 19/09/2024, **Plan to be amended in accordance with amended plans condition.**
- c. Site Plan, prepared by BVZ Design, Drawing No. BATHE0524, Proposed Spa Area for Bathe Tasmania at 55 Sandown Road Norwood 7250, Revision No. 6, Page No. 3/10, dated 19/09/2024, **Plan to be amended in accordance with amended plans condition.**
- d. Site Plan Enlargement, prepared by BVZ Design, Drawing No. BATHE0524, Proposed Spa Area for Bathe Tasmania at 55 Sandown Road Norwood 7250, Revision No. 6, Page No. 4/10, dated 19/09/2024, **Plan to be amended in accordance with amended plans condition.**
- e. Site Plan Enlargement 2, prepared by BVZ Design, Drawing No. BATHE0524, Proposed Spa Area for Bathe Tasmania at 55 Sandown Road Norwood 7250, Revision No. 6, Page No. 5/10, dated 19/09/2024, **Plan to be amended in accordance with amended plans condition.**
- f. Soil and Water Management, prepared by BVZ Design, Drawing No. BATHE0524, Proposed Spa Area for Bathe Tasmania at 55 Sandown Road Norwood 7250, Revision No. 6, Page No. 6/10, dated 19/09/2024, **Plan to be amended in accordance with amended plans condition.**
- g. Floor Plan, prepared by BVZ Design, Drawing No. BATHE0524, Proposed Spa Area for Bathe Tasmania at 55 Sandown Road Norwood 7250, Revision No. 6, Page No. 7/10, dated 19/09/2024, **Plan to be amended in accordance with amended plans condition.**
- h. Floor Plan with Dimensions, prepared by BVZ Design, Drawing No. BATHE0524, Proposed Spa Area for Bathe Tasmania at 55 Sandown Road Norwood 7250,

Revision No. 6, Page No. 8/10, dated 19/09/2024, **Plan to be amended in accordance with amended plans condition.**

- i. Elevations, prepared by BVZ Design, Drawing No. BATHE0524, Proposed Spa Area for Bathe Tasmania at 55 Sandown Road Norwood 7250, Revision No. 6, Page No. 9/10, dated 19/09/2024, **Plan to be amended in accordance with amended plans condition.**
- j. Roof Plan, prepared by BVZ Design, Drawing No. BATHE0524, Proposed Spa Area for Bathe Tasmania at 55 Sandown Road Norwood 7250, Revision No. 6, Page No. 10/10, dated 19/09/2024, **Plan to be amended in accordance with amended plans condition.**

2. AMENDED PLANS REQUIRED

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

- a. A minimum width of 1.5 metres for the access footpath between the overflow car park and entry to the development.

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

3. LEGAL TITLE

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

4. USE LIMITATION

This permit allows the use for an outdoor recreation facility (including sauna, space and ice bath with enclosed unisex bathroom), defined as an *outdoor recreation facility* in the Tasmanian Planning Scheme (2024). The use is limited to:

- a. A maximum of 10 hourly sessions per day; and,
- b. A maximum of 4 patrons per hourly session are permitted to visit and use the outdoor recreation facility.

5. NON-REFLECTIVE EXTERIOR FINISH

All external cladding and roofing of the development must be of a non-reflective nature and must be finished in muted, neutral colours to the satisfaction to the Council.

6. BUSINESS HOURS

The operation of the outdoor recreation facility must be confined to:

- a. 6:00am and 9:00pm Monday to Sunday (with the last session of the day to commence no later than 8pm on each day)

7. HOURS OF CONSTRUCTION

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

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

8. DRIVEWAY AND PARKING AREA CONSTRUCTION

Before the use commences, areas set aside for parking vehicles and access lanes as shown on the endorsed plans must:

- a) Be properly constructed to such levels that they can be used in accordance with the plans;
- b) Be surfaced with an impervious all weather seal;
- c) Be adequately drained to prevent stormwater being discharged to neighbouring property;
- d) Be line-marked or otherwise delineated to indicate each car space and access lanes.

Parking areas and access lanes must be kept available for these purposes at all times and maintained for the life of the development.

9. DAMAGE TO COUNCIL INFRASTRUCTURE

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

10. SOIL AND WATER MANAGEMENT PLAN

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

11. BUILDINGS AND WORKS WITHIN WATERWAY PROTECTION AREAS

To satisfy the provisions of Natural Assets Code, any buildings and works located within the waterway protection area must have regard for the environmental best practice guidelines in the *Wetland and Waterways Works Manual*.

12. NO BURNING OF WASTE

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

13. IMPACT OF SHEDS, GARAGES AND OTHER OUTBUILDINGS OR STRUCTURES ON ON-SITE WASTEWATER SYSTEMS

Sheds, garages, decks, driveways or any additional structures must not be located on or over an existing on-site wastewater system, including on the reserve land application

areas, or in a location which may affect the operation of the existing on-site wastewater system or land application area.

14. BUILDING ACT 2016 REQUIREMENTS

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

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0312/2024. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

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

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

B. Restrictive Covenants

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

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

C. Appeal Provisions

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

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

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

D. Permit Commencement.

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

E. Storage of Dangerous Goods

Dangerous goods/materials must be stored in accordance with the Work Health & Safety Regulations 2012 or any subsequent versions of the document.

F. Fixed Equipment Use

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

G. Recreational Water

Public swimming pools and spas must comply with the requirements of the Public Health Act 1997 and the Recreational Water Quality Guidelines 2007 or any subsequent versions of the document.

Richard Jamieson (Manager City Development) and Fintan Langan-Clarke (Senior Town Planner) and Michael Newby (Chief Infrastructure Officer) were in attendance to answer question in respect of this item.

**Bruce Dutton spoke against the Recommendation.
Erica Maxwell spoke against the Recommendation.**

DECISION: 31 October 2024

MOTION

Moved Councillor A G Harris, seconded Councillor A J Britton.

That, in accordance with sections 51 and 57 of the *Land Use Planning and Approvals Act 1993* and the Tasmanian Planning Scheme - Launceston, a permit be granted for DA0312/2024 Sports and Recreation - Construction of an outdoor recreation facility including sauna, spa and ice bath at 55 Sandown Road, Norwood, subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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12. NO BURNING OF WASTE

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14. BUILDING ACT 2016 REQUIREMENTS

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

Notes

A. General

This permit was issued based on the proposal documents submitted for DA0312/2024. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

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

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

B. Restrictive Covenants

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

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

C. Appeal Provisions

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D. Permit Commencement.

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

E. Storage of Dangerous Goods

Dangerous goods/materials must be stored in accordance with the Work Health & Safety Regulations 2012 or any subsequent versions of the document.

F. Fixed Equipment Use

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

G. Recreational Water

Public swimming pools and spas must comply with the requirements of the Public Health Act 1997 and the Recreational Water Quality Guidelines 2007 or any subsequent versions of the document.

CARRIED 6:4

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

The Mayor, Councillor M K Garwood, announced that Council no longer sits as a Planning Authority.

12. ANNOUNCEMENTS BY THE MAYOR

12.1. Mayor's Announcements

FILE NO: SF2375

Thursday 17 October 2024

- Attended the Anti-Poverty Week BBQ hosted by St Vincent de Paul, Royal Park

Friday 18 October 2024

- Officiated at The Shed opening as part of Launceston City Deal, Willis Street
- Interviewed by year 9/10 students, Queechy High School
- Attended SIRCLE Skin Launch, 107 Cameron Street
- Attended Cape Hope Charity Cocktail Park, JMC Showroom

Sunday 20 October 2024

- Attended the St Giles Burn, Elizabeth Street

Wednesday 23 October 2024

- Provided welcome to Launceston for 2024 Regions Rising Tasmania Event, Tramsheds
- Attended Inaugural Tasmanian Regional Development Champions 2024, Curtain Hall in "The Workshop", UTAS

Friday 25 October 2024

- Attended 2024 Tas Petroleum Motorama Launch, Tonic Bar

Saturday 26 October 2024

- Opened the 'Exhibition - Makers in the Courthouse', Courthouse, Lilydale
- Attended Tour de Cure's Having a Craic for Cancer, Plough Inn

Sunday 27 October 2024

- Spoke at the Walk 4 Hope - Huntington's Disease awareness event, Riverbend Park
- Attended National Trust of Australia (Tasmania) Annual General Meeting, Clarendon Estate

Monday 28 October 2024

- Attended the Mini Arts Pop Up, Launceston Church Grammar School Junior Campus Hall
- Attended Bank of Us - Community Show Case, Verge Hotel

Wednesday 30 October 2024

- Hosted International students from Work Ready Program for morning tea, Town Hall Reception Room
-

Thursday 31 October 2024

- Spoke at E3 Conference, River Edge Building, Inveresk
-

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).

13.1. Conference Report - Councillor A G Harris - 2024 Rail Trails Conference - 18 to 19 October 2024

FILE NO: SF0121

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive a Report from Councillor A G Harris following attendance at the 2024 Rail Trails Conference in Melbourne on 18 and 19 October 2024.

RECOMMENDATION:

That Council:

1. receive the Report provided by Councillor A G Harris about the 2024 Rail Trails Conference in Melbourne following attendance on 18 and 19 October 2024.

DECISION: 31 October 2024

MOTION

Moved Councillor A G Harris, seconded Councillor T G Walker.

That Council:

1. **receive the Report provided by Councillor A G Harris about the 2024 Rail Trails Conference in Melbourne following attendance on 18 and 19 October 2024.**

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

13.2. Councillors' Reports

Councillor S Cai

30 October 2024 - Attended Launceston Work Ready Morning Tea

Councillor A G Harris

24 and 25 October 2024 - Attended Strategic Planning Workshop

Councillor Dr G Razay

18 October 2024 - Attended Opening of the University Building

18 October 2024 - Attended Design reveal meeting for the Mental Health Precinct

19 October 2024 - Attended Scripture Union Fundraising Dinner

20 October 2024 - Attended Lets Fly a Kite Event

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).

14.2.1. Councillors' Questions Without Notice - Councillor T J Walker - Midlands Highway, Kings Meadows - Construction of an Acoustic Wall - 31 October 2024

- 1. Has the Council had any communication with the State Government regarding the truck pullover area since the Council decision of 5 September 2024?**

Sam Johnson OAM, Chief Executive Officer, advised that this question would be Taken on Notice with a response provided in the Council Agenda of 14 November 2024.

14.2.2. Councillors' Questions Without Notice - Councillor A J Palmer - Construction of Toddler Pool at Lilydale Swimming Pool - 31 October 2024

[Regarding Agenda Item 8.1.4. Public Question on Notice - Daisy Barnett Construction of Toddler Pool at Lilydale Swimming Pool - 22 October 2024]

- 1. The response provided doesn't say anything about the pool resurfacing. Can some clarification be provided about if this will be occurring?**

Michelle Ogulin (Acting General Manager Community and Place Network), advised this question would be Taken on Notice with a response provided in the Agenda of 14 November 2024.

14.2.3. Councillors' Questions Without Notice - Councillor L M McMahon - Bricks and Mortar Food Vendors and Outdoor Dining Spaces - 31 October 2024

[Regarding Agenda Item 17.4. Mobile Food Vendor Policy Review]

- 1. Can Council reduce the fees for bricks and mortar food vendors and outdoor dining spaces?**

Michelle Ogulin (Acting General Manager Community and Place Network), advised this question would be Taken on Notice with a response provided in the Agenda of 14 November 2024.

14.2.4. Councillors Question Without Notice - Councillor A G Harris - Request to Waive Road Occupation Fee - Max Jago - SunSmart Light Show - 31 October 2024

[Regarding Agenda Item 19.1 - Request to Waive Road Occupation Fee - Max Jago - SunSmart Light Show]

- 1. Do we know if it is a plan to have an entry fee and do we know the charity or otherwise that entry fee is going to?**

Michelle Ogulin (Acting General Manager Community and Place Network), advised this question would be Taken on Notice with a response provided in the Agenda of 14 November 2024.

15. NOTICES OF MOTION

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

No Notices of Motions were identified as part of these Minutes.

16. COMMITTEE REPORTS

No Committee Reports were identified as part of these Minutes

17. COMMUNITY AND PLACE NETWORK

17.1. Community Grants Round 1 2024-2025

FILE NO: SF7646

AUTHOR: Kate Schindler (Grants and Sponsorship Officer)

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

DECISION STATEMENT:

To consider applications for Community Grants received in Round 1, 2024-2025.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

- Approves the following Community Grant Program applications to receive the recommended grant amounts:

Organisation	Project/Activity	Score	\$Request	\$Recom
Cancer Council Tasmania	Improving Access and Awareness of Cancer Wellbeing Services*	87%	\$5,000	\$5,000
Rotary Club of Tamar Sunrise	Books for Kinder	84%	\$1,400	\$1,400
Starting Point Neighbourhood House	Ravenswood Connect Program**	81%	\$4,970	\$4,970
Mainly Music	Launceston Salvation Army Mainly Music	81%	\$5,000	\$5,000
Cancer Patients Foundation	Look Good Feel Better	80%	\$5,000	\$3,750
Care Flight Limited	Increasing the Trauma Care Skills of Launceston's First Responders	76%	\$5,000	\$3,750
LGH Historical, Visual and Performing Arts Committee	LGH Music Program	75%	\$5,000	\$3,750
STOMPIN	Primary STOMPIN Courageous Creatures	74%	\$5,000	\$3,750
COTA Tasmania	Live Well Live Long Launceston	73%	\$3,200	\$2,400

DadLAN Ltd.	DadLAN	72%	\$2,000	\$1,500
Karinya Young Women's Service	Fresh Start Food Program**	70%	\$5,000	\$1,357
Total			\$46,570	\$36,627
2024-2025 Community Grant (Organisations) Budget - Round 1				\$35,000
Balance				-\$1,627

Note: Some Scores have been rounded

- * Mayor Garwood abstained from the assessment of Improving Access and Awareness of Cancer Wellbeing Services
- ** Councillor Palmer abstained from the assessment of Ravenswood Connect Program
- *** Although the Fresh Start Food Program was recommended to receive 75% of funding, there was only \$1357 of funding remaining in the allocated budget for this program.

2. Determines the following Community Grant Program applications will not be funded by Council as the available funding has been fully allocated to higher scoring applications

Organisation	Project/Activity	Score	\$Request	\$Recom
Able Launceston	Able Launceston Festivale & Fitness for all!	69%	\$4946	0
Town Team Movement	Loveable Launnie	58%	\$4200	0
Total			\$9,146	\$0

Note: Some Scores have been rounded

Angie Hart (Team Leader Tourism and Events) and Kate Schindler (Grants and Sponsorship Officer) were in attendance to answer questions in respect of this Item.

Councillor A J Palmer withdrew from the Meeting at 2:04 pm

DECISION: 31 October 2024

MOTION

Moved Councillor L M McMahon, seconded Councillor S Cai.

That Council:

1. Approves the following Community Grant Program applications to receive the recommended grant amounts:

Organisation	Project/Activity	Score	\$Request	\$Recom
Cancer Council Tasmania	Improving Access and Awareness of Cancer Wellbeing Services*	87%	\$5,000	\$5,000
Rotary Club of Tamar Sunrise	Books for Kinder	84%	\$1,400	\$1,400
Starting Point Neighbourhood House	Ravenswood Connect Program**	81%	\$4,970	\$4,970
Mainly Music	Launceston Salvation Army Mainly Music	81%	\$5,000	\$5,000
Cancer Patients Foundation	Look Good Feel Better	80%	\$5,000	\$3,750
Care Flight Limited	Increasing the Trauma Care Skills of Launceston's First Responders	76%	\$5,000	\$3,750
LGH Historical, Visual and Performing Arts Committee	LGH Music Program	75%	\$5,000	\$3,750
STOMPIN	Primary STOMPIN Courageous Creatures	74%	\$5,000	\$3,750
COTA Tasmania	Live Well Live Long Launceston	73%	\$3,200	\$2,400
DadLAN Ltd.	DadLAN	72%	\$2,000	\$1,500
Karinya Young Women's Service	Fresh Start Food Program***	70%	\$5,000	\$1,357
Total			\$46,570	\$36,627
2024-2025 Community Grant (Organisations) Budget - Round 1				\$35,000
Balance				-\$1,627

Note: Some Scores have been rounded

- * Mayor Garwood abstained from the assessment of Improving Access and Awareness of Cancer Wellbeing Services

**** Councillor Palmer abstained from the assessment of Ravenswood Connect Program**

***** Although the Fresh Start Food Program was recommended to receive 75% of funding, there was only \$1357 of funding remaining in the allocated budget for this program.**

- 2. Determines the following Community Grant Program applications will not be funded by Council as the available funding has been fully allocated to higher scoring applications**

Organisation	Project/Activity	Score	\$Request	\$Recom
Able Launceston	Able Launceston Festivale & Fitness for all!	69%	\$4946	0
Town Team Movement	Loveable Launnie	58%	\$4200	0
Total			\$9,146	\$0

Note: Some Scores have been rounded

CARRIED 9:0

FOR VOTE: 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 L M McMahan, Councillor S Cai and Councillor A J Britton

AGAINST: Nil

ABSENT DUE TO A DECLARATION OF INTEREST: Councillor A J Palmer

Councillor A J Palmer re-attended the Meeting at 2:06 pm

17.2. Community Pantry Initiative

FILE NO: SF7698

AUTHOR: Marcus Grantham (Team Leader Place Making)

APPROVER: Chelsea van Riet (Acting Chief Executive Officer)

DECISION STATEMENT:

To receive and consider a report on the community pantry initiative.

RECOMMENDATION:

That Council:

1. considers a report on the Community Pantry initiative;
 2. endorses the proposed next steps for the installation of a pantry at the corner of Frederick Street and Charles Street next to Princes Square.
-

Marcus Grantham (Team Leader Place Making) and Marilyn Burns (Place and Urban Design Officer) were in attendance to answer question in respect of this Item.

DECISION: 31 October 2024

MOTION

Moved Councillor A E Dawkins, seconded Councillor L M McMahon.

That Council:

1. considers a report on the Community Pantry initiative;
2. endorses the proposed next steps for the installation of a pantry at the corner of Frederick Street and Charles Street next to Princes Square.

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

17.3. St Leonards Structure Plan update

FILE NO: O25375/2025

AUTHOR: Claire Fawdry (Principal Planner)

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

DECISION STATEMENT:

To note the report.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government (General) Regulations 2015

PREVIOUS COUNCIL CONSIDERATION:

Council – 8 August 2024 - Agenda Item 17.1 - Non Application of Public Tender Process for the St Leonards Structure Plan and Infrastructure Funding Framework

RECOMMENDATION:

That Council:

1. notes the content of the report providing an update on progress toward developing a Structure Plan and Infrastructure Funding Framework for the St Leonards-Waverley growth area.
-

Richard Jamieson (Manager City Development) and Claire Fawdry (Principal Planner) were in attendance to answer question in respect of this Item.

DECISION: 31 October 2024

MOTION

Moved Councillor A G Harris, seconded Councillor A J Britton.

That Council:

- 1. notes the content of the report providing an update on progress toward developing a Structure Plan and Infrastructure Funding Framework for the St Leonards-Waverley growth area.**

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

17.4. Mobile Food Vendor Policy Review

FILE NO: SF0476

AUTHOR: Marcus Grantham (Team Leader Placemaking)

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

DECISION STATEMENT:

To consider amendments to the Mobile Vendors Operating on Public Roads Policy (18-Plx-011).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Food Act 2003 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 30 October 2017 - Agenda Item 18.1. - Mobile Food Vendors Interim Policy Framework

RECOMMENDATION:

That Council:

1. approves renaming the Mobile Vendors Operating on Public Roads Policy to Mobile Food Vendor Policy.
2. pursuant to section 205 of the *Local Government Act 1993 (Tas)*, amend and approve fees 630, 631, and 632 associated with Plan Checking and Inspections, as detailed below for the financial year ending 30 June 2025:

630	Food vendors (Mobile Vans) - 1 day licence (issued to vendor no more than twice per annum)	Taxable	\$50.00
631	Food vendors (Mobile Vans) - 6 month licence	Taxable	\$300.00
632	Food vendors (Mobile Vans) - 12 month licence	Taxable	\$550.00

3. Endorses the Mobile Food Vendor Policy as follows:

Mobile Food Vendor Policy

PURPOSE:

This policy has been developed to facilitate and manage the effective operation of mobile food vendors in Launceston and provide a framework for operating on council owned and managed land in the municipal area.

BACKGROUND:

There has been an increase in mobile trading activity within Launceston in recent years and this policy aims to provide an equitable and flexible approach to managing mobile vendors. The City of Launceston recognises that mobile vendors can contribute to creating a vibrant and diverse local economy, attracting visitors and providing residents in isolated areas with local access to goods and services. It also provides the opportunity for new businesses to grow. Council seeks to avoid anti-competitive measures that would unduly benefit one type of business over another.

Across Tasmania, Councils take a wide variety of approaches to mobile vendors; from minimal involvement, such as the administration of food vendor registrations, to significant involvement including imposing area restrictions, operating hours, and high fees. Council will regulate vendors to ensure that mobile vending opportunities are facilitated and managed in a consistent way.

SCOPE:

This policy applies to requests for mobile vendors to operate from on public roads, parks, car parks or other land owned or controlled by the City of Launceston.

The policy does not apply to:

- Mobile vendors operating as part of a permitted event.
- Mobile vendors operating from private land or land operated by other government authorities.

Mobile vendors operating from land owned or controlled by the City of Launceston for less than 15 minutes are not required to hold a permit but must comply with this policy and the associated guidelines where applicable.

POLICY OBJECTIVES:

The policy aims to support a proactive and flexible approach to outdoor trading to deliver the following objectives:

- To increase the economic diversity of the Launceston economy
- To reduce uncertainty around mobile trading in Launceston
- To encourage new business and business diversification
- To provide residents with access to a variety of products and services
- To encourage social connection within neighbourhoods
- To identify and encourage opportunities to activate underutilised areas of the city
- To ensure that mobile trading is safe for both the vendor and the broader community

PRINCIPLES:

The Council's Organisational Values apply to all activities.



**Our people
matter**



**We care about
our community**



**We bring an
open mind**



**We go home
safe and well**

DEFINITIONS:

For the purposes of this policy, the following definitions have been developed:

Mobile food vendor – refers to any business selling food, beverages and/or produce from a stationary vehicle. This includes registered vehicles (such as cars, vans or trailers) and non-registered vehicles (such as carts).

REQUIREMENTS TO OPERATE:

Vendors must:

- have the appropriate licences and permits required to operate and/or trade;
- abide by any restrictions imposed on the licenses/permits;
- have evidence of approval to operate, which is issued under the *Food Act 2003 (Tas)*; and
- abide by the Mobile Food Vendors Guidelines and Specifications.

FEES:

Fees are set annually by a decision of Council. Permits will not be issued unless the applicable permit fee/s is paid.

APPLICATION PROCESS:

- Applications can be made online via the Council website, or through Customer Service via post, email, phone or in person.
- Permits will be processed in order of receipt.
- Food business vendors must submit with their application evidence of their approval to operate under the *Food Act 2003*.
- Permit holders will be required to submit a new application prior to the expiry of the current permit.

LOCATIONS:

To provide ease of service, Council has determined a number of pre-approved locations throughout the municipality that mobile vendors can operate from. These locations were selected based on their suitability from a road safety and convenience perspective and provides scope for events and may be updated from time to time. The current list and site plans of these locations is listed under Appendix A in the *Mobile Food Vendors Guidelines*. Locations can be booked via Customer Service or on the website.

PERMIT PROVISION:

Permits are reviewed annually to ensure equity and accessibility for mobile vendors. Any permit granted to mobile vendors to operate in a public place does not guarantee availability or exclusivity of a particular location.

Although not governed by this policy, all mobile vendors operating from positions on public roads and in parks, car parks or other land owned by the City of Launceston are to ensure:

- they are legally parked at all times;
- they have approval to operate under the *Food Act 2003* if selling food from a vehicle; and
- they have approval to erect any signs or furniture associated with their business.

COMPLIANCE:

The operator is responsible to make good any damage caused to Council assets or infrastructure, to the satisfaction of General Manager Infrastructure and Assets, in connection with their mobile vending activity.

Where Council is required to undertake extra cleaning, rubbish removal, maintenance or replacement as a direct correlation to the vending activity, the mobile food vendor may be required to reimburse Council for these costs.

Council reserves the right to:

- alter, add to or remove any of the permit requirements at any time, which will be communicated to the operator as soon as possible; and
- suspend or cancel a mobile food vendor permit at any time if the trading restrictions or conditions of operation are not followed, or if the trade contravenes any regulatory requirement or condition of the permit.

RELATED POLICIES & PROCEDURES:

Mobile Food Vendor Guidelines and Specifications (18-Rfx-040)
On Street Dining: Guidelines & Specifications (18-HLPrx-002)
Appendix A - Mobile Food Vendor Locations

RELATED LEGISLATION:

Vehicle and Traffic Act 1999

Food Act 2003

Land Use Planning and Approvals Act 1993

REFERENCES:

N/A

REVIEW:

This policy will be reviewed every 5 years or more frequently, if dictated by operational demands and with Council's approval.

Marcus Grantham (Team Leader Place Making) and Marilyn Burns (Place and Urban Design Officer) were in attendance to answer question in respect of this Item.

DECISION: 31 October 2024

MOTION

Moved Councillor A J Britton, seconded Councillor A G Harris.

That Council:

1. approves renaming the Mobile Vendors Operating on Public Roads Policy to Mobile Food Vendor Policy.
2. pursuant to section 205 of the *Local Government Act 1993* (Tas), amend and approve fees 630, 631, and 632 associated with Plan Checking and Inspections, as detailed below for the financial year ending 30 June 2025:

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Across Tasmania, Councils take a wide variety of approaches to mobile vendors; from minimal involvement, such as the administration of food vendor registrations, to significant involvement including imposing area restrictions, operating hours, and high fees. Council will regulate vendors to ensure that mobile vending opportunities are facilitated and managed in a consistent way.

SCOPE:

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Vendors must:

- have the appropriate licences and permits required to operate and/or trade;
- abide by any restrictions imposed on the licenses/permits;
- have evidence of approval to operate, which is issued under the *Food Act 2003 (Tas)*; and
- abide by the Mobile Food Vendors Guidelines and Specifications.

FEES:

Fees are set annually by a decision of Council. Permits will not be issued unless the applicable permit fee/s is paid.

APPLICATION PROCESS:

- Applications can be made online via the Council website, or through Customer Service via post, email, phone or in person.
- Permits will be processed in order of receipt.
- Food business vendors must submit with their application evidence of their approval to operate under the *Food Act 2003*.
- Permit holders will be required to submit a new application prior to the expiry of the current permit.

LOCATIONS:

To provide ease of service, Council has determined a number of pre-approved locations throughout the municipality that mobile vendors can operate from. These locations were selected based on their suitability from a road safety and convenience perspective and provides scope for events and may be updated from time to time. The current list and site plans of these locations is listed under Appendix A in the *Mobile Food Vendors Guidelines*. Locations can be booked via Customer Service or on the website.

PERMIT PROVISION:

Permits are reviewed annually to ensure equity and accessibility for mobile vendors. Any permit granted to mobile vendors to operate in a public place does not guarantee availability or exclusivity of a particular location.

Although not governed by this policy, all mobile vendors operating from positions on public roads and in parks, car parks or other land owned by the City of Launceston are to ensure:

- they are legally parked at all times;
- they have approval to operate under the *Food Act 2003* if selling food from a vehicle; and
- they have approval to erect any signs or furniture associated with their business.

COMPLIANCE:

The operator is responsible to make good any damage caused to Council assets or infrastructure, to the satisfaction of General Manager Infrastructure and Assets, in connection with their mobile vending activity.

Where Council is required to undertake extra cleaning, rubbish removal, maintenance or replacement as a direct correlation to the vending activity, the mobile food vendor may be required to reimburse Council for these costs.

Council reserves the right to:

- alter, add to or remove any of the permit requirements at any time, which will be communicated to the operator as soon as possible; and
- suspend or cancel a mobile food vendor permit at any time if the trading restrictions or conditions of operation are not followed, or if the trade contravenes any regulatory requirement or condition of the permit.

RELATED POLICIES & PROCEDURES:

Mobile Food Vendor Guidelines and Specifications (18-Rfx-040)
On Street Dining: Guidelines & Specifications (18-HLPrx-002)
Appendix A - Mobile Food Vendor Locations

RELATED LEGISLATION:

Vehicle and Traffic Act 1999

Food Act 2003

Land Use Planning and Approvals Act 1993

REFERENCES:

N/A

REVIEW:

This policy will be reviewed every 5 years or more frequently, if dictated by operational demands and with Council's approval.

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

18. CREATIVE ARTS AND CULTURAL SERVICES NETWORK

18.1. QVMAG Annual Report

FILE NO: SF0958

AUTHOR: Dan McWilliams, Executive Assistant General Manager Creative Arts and Cultural Services

APPROVER: Shane Fitzgerald (General Manager Creative Arts and Cultural Services Network)

DECISION STATEMENT:

To receive and consider adoption of the 2023/2024 Queen Victoria Museum and Art Gallery Annual Report.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. receives and adopts the Queen Victoria Museum and Art Gallery Annual Report 2023/2024 (ECM Doc Set ID 4968941); and
2. pursuant to section 333 of the *Local Government Act 1993 (Tas)*, submits the Queen Victoria Museum and Art Gallery Annual Report 2023/2024 to the Minister for the Arts, Tasmanian State Government, to be laid before Parliament.

REPORT:

The Queen Victoria Museum and Art Gallery's Annual Report for 2023/2024 provides an overview of activities for the year ended 30 June 2024. It is a condition of the State Government funding that the Queen Victoria Museum and Art Gallery Annual Report 2023/2024 be presented to the Tasmanian Parliament by the Minister for the Arts.

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 Area: To fairly and equitably discharge our statutory and governance obligations.

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.

QVMAG Futures Plan
QVMAG Strategic Plan 2023-2028

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

The General Manager has no interests to declare in this matter.

ATTACHMENTS:

QVMAG Annual Report 2023-2024 [Document Set ID 5133651 - 248 pages]

DECISION: 31 October 2024

MOTION

Moved Councillor A E Dawkins, seconded Councillor A G Harris.

That Council:

- 1. receives and adopts the Queen Victoria Museum and Art Gallery Annual Report 2023/2024 (ECM Doc Set ID 4968941); and**
- 2. pursuant to section 333 of the *Local Government Act 1993 (Tas)*, submits the Queen Victoria Museum and Art Gallery Annual Report 2023/2024 to the Minister for the Arts, Tasmanian State Government, to be laid before Parliament.**

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

18.2. Museum Governance Advisory Board - Terms of Reference

FILE NO: SF2244

AUTHOR: Dan McWilliams (Executive Assistant)

APPROVER: Shane Fitzgerald (General Manager Creative Arts and Cultural Services Network)

DECISION STATEMENT:

To consider the approval of the Museum Governance Advisory Board (MGAB) Terms of Reference.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government (Meeting Procedures) Regulations 2015

PREVIOUS COUNCIL CONSIDERATION:

Workshop – 19 September 2024 – Agenda item 1.2 Museum Governance Advisory Board (MGAB) Terms of Reference (ToR)

RECOMMENDATION:

That Council:

1. approves the Museum Governance Advisory Board (MGAB) Terms of Reference (07-ToRx-002) (ECM Doc Set Id 5145351) as follows:

QVMAG Museum Governance Advisory Board Terms of Reference

The Museum Governance Advisory Board (MGAB) is a Special Committee of Council as defined under section 24(1) of the *Local Government Act 1993 (Tas)*.

Consistent with the QVMAG's status as a community cultural enterprise and its stated mission to be a leader in the intellectual and creative development of Launceston and Tasmania by increasing the community's enjoyment and understanding of Launceston's, and Tasmania's natural and cultural heritage, the MGAB has the role, to advise the Council, the Chief Executive Officer (CEO), and the General Manager Creative Arts and Cultural Services (QVMAG GM) in respect of a number of matters as set out below in the Terms of Reference.

The MGAB is directly accountable to the Council, which is the QVMAG's ultimate governing body. Nothing in this Terms of Reference limits any powers or responsibilities of the Council, its CEO or the QVMAG GM. It is recognised that the

Council is ultimately responsible for the management of the QVMAG's collections and cultural property as is provided for by sections 332 and 333 of the *Local Government Act 1993* (Tas).

PURPOSE

The primary purpose of the MGAB is to:

- advise on the determination of QVMAG policies
- advise on strategic planning
- engage with management of QVMAG's annual business/enterprise planning
- review the recommendations in relation to proposed QVMAG collections acquisitions and de-accessions
- be advised on QVMAG's annual programming, marketing and promotion issues where appropriate.

OBJECTIVES

The MGAB shall be an advisory body tasked with the role of advising the Council on governance issues, policy development, acquisitions and supporting the QVMAG's operational activities. In doing so, the MGAB will work closely and in accord with the QVMAG GM.

The MGAB's primary role is to advise the Council on policy matters and the ongoing development of the institution. Consistent with this the MGAB will advise upon and report to Council following each committee meeting and at other times if appropriate. Such advice may include matters related to:

1. Informing the Council of relevant outcomes and discussions at committee meetings;
2. Advising the Council on the institution's purpose for being and institutional objectives and goals as an integral part of the QVMAG's strategic planning processes;
3. Providing advice on the *QVMAG Strategic Plan*;
4. Providing advice on QVMAG acquisitions to ensure what is being proposed, acquisitioned or deaccessioned, is suitable, appropriate and aligns with the strategic objectives of QVMAG.
5. Supporting the institution and specifically assisting with facilitating higher levels of engagement with the community;
6. Advising upon the institution's quality assurance mechanisms where appropriate;
7. The review and implementation of museum processes and practices relevant to current best practice in museum practice and research relevant to the institution's collections;
8. Providing an advocacy body for QVMAG in support of the institution's aims and objectives, including developing institutional relationships and sponsorships, and where appropriate representing the institution in the wider community; and
9. Supporting the QVMAG General Manager in the delivery of the institution's exhibition, research and publication programs and their outcomes.

MEMBERSHIP

The Museum Governance Advisory Board will consist of the following positions:

- at least four independent community members appointed by the Council to represent appropriate expertise and experience relevant to QVMAG
- a representative of the Friends of the QVMAG – ex officio with voting rights
- a representative of the QVMAG Arts Foundation Inc. – ex officio with voting rights
- a representative of the QVMAG Aboriginal Reference Group – ex officio with voting rights
- Mayor of the Council (or representative) – ex officio with voting rights
- CEO of the Council (or representative) - ex officio without voting rights
- QVMAG GM - ex officio without voting rights

The community members will be appointed by the Council. Representation from other organisations affiliated with QVMAG may be invited as required. The final composition of the Board to be determined and ratified by the Council.

The MGAB shall itself elect a Chair determined from within the independent membership of the Committee.

The QVMAG GM or his/her nominee will provide secretariat and administrative support for the MGAB.

COMMUNITY MEMBER REPRESENTATIVE SELECTION PROCESS

Community member representatives will be appointed in keeping with Council's Community Appointments to Advisory Committees Policy.

TERMS OF APPOINTMENT

- The term of the community members of the MGAB shall normally be four years, with a maximum of two terms to be served consecutively.
- Variations to this rule can be approved by the Council who shall have regard to such recommendations as may be made by the MGAB.
- Any member may resign by advising the Chair of their resignation in writing.
- If a Committee member is absent without notification for two consecutive meetings, the Committee may declare the position vacant. When a vacancy occurs, the Chair is to report this to the Chief Executive Officer, who will determine the process for filling the vacancy.
- Members are not remunerated for their service to the MGAB.
- The MGAB shall review its Terms of Reference and performance every four years in line with the election cycle, or more frequently as required, and report to the Council on the results of the review as part of the minutes process.
- Meetings of the MGAB should be conducted in accordance with the *Local Government (Meeting Procedures) Regulations 2015* in so far as they are relevant.
- Members of the MGAB should have regard to the provisions of the *Local Government Act 1993* (Tas) in so far as they relate to obligations placed upon members of special committees.

MEETING ARRANGEMENTS

The MGAB shall meet at least every two months, or as determined by the MGAB. Meetings shall not be open to the public except where determined by resolution of a meeting of the MGAB.

MEETING QUORUM

A quorum shall be over 50% of the voting members of the MGAB, present in person or by using any appropriate technology. The quorum must be present at all times during the meeting.

MEETING NOTICES

The QVMAG GM or their nominee shall act as the MGAB Secretary and shall ensure that any upcoming agenda and support papers are distributed via email at least five clear working days in advance of a meeting.

The MGAB shall ensure that comprehensive minutes of the MGAB meetings to be approved by the Chair, are prepared within one week after a meeting. Minutes of all meetings shall be submitted at the next meeting of the MGAB for confirmation.

Following each meeting, the summary of the Meeting will be reported to Council via the Committee reporting process included in the Council Agenda.

CODE OF CONDUCT

All MGAB members must adhere to the Code of Conduct for Committees. Councillors and Council Officers must also adhere to their own relevant Code of Conduct.

ORGANISATIONAL VALUES



**Our people
matter**



**We care about
our community**



**We bring an
open mind**



**We go home
safe and well**

CONFLICT OF INTEREST

MGAB will maintain an interests register where all members declare ongoing commitments and financial relationships that may lead to perceived or actual conflicts of interest.

When a member has an actual or perceived conflict of interest for an item on the agenda (including acquisitions) they will declare it and abstain from voting on that item.

If the MGAB agrees that it is appropriate, a member can be asked to leave the room for the discussion and voting pertaining to an item in which they have declared a conflict.

If any MGAB member has a material personal interest in or interest by way of a personal or other relationship to any matter being considered by the MGAB then that member must give the MGAB and the Council notice of the interest as soon as that member becomes aware of the interest.

An opportunity for declarations of interest to be made will be provided at each committee meeting. Independent members will be supported to make declarations of interest in accordance with relevant City of Launceston policy and procedure.

RESOURCES

The Executive Assistant, Creative Arts and Cultural Services will organise meetings, prepare agendas, take minutes and distribute follow-up actions.

WORKING WITH VULNERABLE PEOPLE

Members of the MGAB are not required to hold a valid Working With Vulnerable People registration.

REVIEW

The Terms of Reference including membership will be reviewed every four years in line with the election cycle, or more frequently as required, and report to the Council on the results of the review as part of the minutes process.

RELATED POLICIES AND PROCEDURES

Code of Conduct for Members of Special Committees (14-Plx-033)
Code of Conduct Policy (22-PI-030)
Community Appointments to Advisory Committees Policy (14-Plx-029)

RELATED LEGISLATION

Local Government Act 1993 (Tas) - section 28R
Code of Conduct Framework for Tasmanian Councillors

2. should Recommendation 1 be adopted, approves that 07-PI-008 QVMAG Museum Governance Advisory Board Rules (ECM Doc Set Id 1753885) and QVMAG Governance Advisory Board Charter approved at the Council Meeting on 14 June 2011 and incorporated into the Queen Victoria Museum and Art Gallery Governance document (ECM Doc Set Id 219538), be made redundant.
-

DECISION: 31 October 2024

MOTION

Moved Councillor A J Britton, seconded Councillor J J Pentridge.

That Council:

1. approves the Museum Governance Advisory Board (MGAB) Terms of Reference (07-ToRx-002) (ECM Doc Set Id 5145351) as follows:

QVMAG Museum Governance Advisory Board Terms of Reference

The Museum Governance Advisory Board (MGAB) is a Special Committee of Council as defined under section 24(1) of the *Local Government Act 1993* (Tas).

Consistent with the QVMAG's status as a community cultural enterprise and its stated mission to be a leader in the intellectual and creative development of Launceston and Tasmania by increasing the community's enjoyment and understanding of Launceston's, and Tasmania's natural and cultural heritage, the MGAB has the role, to advise the Council, the Chief Executive Officer (CEO), and the General Manager Creative Arts and Cultural Services (QVMAG GM) in respect of a number of matters as set out below in the Terms of Reference.

The MGAB is directly accountable to the Council, which is the QVMAG's ultimate governing body. Nothing in this Terms of Reference limits any powers or responsibilities of the Council, its CEO or the QVMAG GM. It is recognised that the Council is ultimately responsible for the management of the QVMAG's collections and cultural property as is provided for by sections 332 and 333 of the *Local Government Act 1993* (Tas).

PURPOSE

The primary purpose of the MGAB is to:

- advise on the determination of QVMAG policies
- advise on strategic planning
- engage with management of QVMAG's annual business/enterprise planning
- review the recommendations in relation to proposed QVMAG collections acquisitions and de-accessions
- be advised on QVMAG's annual programming, marketing and promotion issues where appropriate.

OBJECTIVES

The MGAB shall be an advisory body tasked with the role of advising the Council on governance issues, policy development, acquisitions and supporting the QVMAG's operational activities. In doing so, the MGAB will work closely and in accord with the QVMAG GM.

The MGAB's primary role is to advise the Council on policy matters and the ongoing development of the institution. Consistent with this the MGAB will advise upon and report to Council following each committee meeting and at other times if appropriate. Such advice may include matters related to:

1. Informing the Council of relevant outcomes and discussions at committee meetings;
2. Advising the Council on the institution's purpose for being and institutional objectives and goals as an integral part of the QVMAG's strategic planning processes;
3. Providing advice on the *QVMAG Strategic Plan*;
4. Providing advice on QVMAG acquisitions to ensure what is being proposed, acquisitioned or deaccessioned, is suitable, appropriate and aligns with the strategic objectives of QVMAG.
5. Supporting the institution and specifically assisting with facilitating higher levels of engagement with the community;
6. Advising upon the institution's quality assurance mechanisms where appropriate;
7. The review and implementation of museum processes and practices relevant to current best practice in museum practice and research relevant to the institution's collections;
8. Providing an advocacy body for QVMAG in support of the institution's aims and objectives, including developing institutional relationships and sponsorships, and where appropriate representing the institution in the wider community; and
9. Supporting the QVMAG General Manager in the delivery of the institution's exhibition, research and publication programs and their outcomes.

MEMBERSHIP

The Museum Governance Advisory Board will consist of the following positions:

- at least four independent community members appointed by the Council to represent appropriate expertise and experience relevant to QVMAG
- a representative of the Friends of the QVMAG – ex officio with voting rights
- a representative of the QVMAG Arts Foundation Inc. – ex officio with voting rights
- a representative of the QVMAG Aboriginal Reference Group – ex officio with voting rights
- Mayor of the Council (or representative) – ex officio with voting rights
- CEO of the Council (or representative) - ex officio without voting rights
- QVMAG GM - ex officio without voting rights

The community members will be appointed by the Council. Representation from other organisations affiliated with QVMAG may be invited as required. The final composition of the Board to be determined and ratified by the Council.

The MGAB shall itself elect a Chair determined from within the independent membership of the Committee.

The QVMAG GM or his/her nominee will provide secretariat and administrative support for the MGAB.

COMMUNITY MEMBER REPRESENTATIVE SELECTION PROCESS

Community member representatives will be appointed in keeping with Council's Community Appointments to Advisory Committees Policy.

TERMS OF APPOINTMENT

- The term of the community members of the MGAB shall normally be four years, with a maximum of two terms to be served consecutively.
- Variations to this rule can be approved by the Council who shall have regard to such recommendations as may be made by the MGAB.
- Any member may resign by advising the Chair of their resignation in writing.
- If a Committee member is absent without notification for two consecutive meetings, the Committee may declare the position vacant. When a vacancy occurs, the Chair is to report this to the Chief Executive Officer, who will determine the process for filling the vacancy.
- Members are not remunerated for their service to the MGAB.
- The MGAB shall review its Terms of Reference and performance every four years in line with the election cycle, or more frequently as required, and report to the Council on the results of the review as part of the minutes process.
- Meetings of the MGAB should be conducted in accordance with the *Local Government (Meeting Procedures) Regulations 2015* in so far as they are relevant.
- Members of the MGAB should have regard to the provisions of the *Local Government Act 1993 (Tas)* in so far as they relate to obligations placed upon members of special committees.

MEETING ARRANGEMENTS

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When a member has an actual or perceived conflict of interest for an item on the agenda (including acquisitions) they will declare it and abstain from voting on that item.

If the MGAB agrees that it is appropriate, a member can be asked to leave the room for the discussion and voting pertaining to an item in which they have declared a conflict.

If any MGAB member has a material personal interest in or interest by way of a personal or other relationship to any matter being considered by the MGAB then that member must give the MGAB and the Council notice of the interest as soon as that member becomes aware of the interest.

An opportunity for declarations of interest to be made will be provided at each committee meeting. Independent members will be supported to make declarations of interest in accordance with relevant City of Launceston policy and procedure.

RESOURCES

The Executive Assistant, Creative Arts and Cultural Services will organise meetings, prepare agendas, take minutes and distribute follow-up actions.

WORKING WITH VULNERABLE PEOPLE

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REVIEW

The Terms of Reference including membership will be reviewed every four years in line with the election cycle, or more frequently as required, and report to the Council on the results of the review as part of the minutes process.

RELATED POLICIES AND PROCEDURES

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Code of Conduct Policy (22-PI-030)

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RELATED LEGISLATION

Local Government Act 1993 (Tas) - section 28R

Code of Conduct Framework for Tasmanian Councillors

2. should Recommendation 1 be adopted, approves that 07-PI-008 QVMAG Museum Governance Advisory Board Rules (ECM Doc Set Id 1753885) and QVMAG Governance Advisory Board Charter approved at the Council Meeting on 14 June 2011 and incorporated into the Queen Victoria Museum and Art Gallery Governance document (ECM Doc Set Id 219538), be made redundant.

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

19. INFRASTRUCTURE AND ASSETS NETWORK

19.1. Request to Waive Road Occupation Fee - Max Jago - SunSmart Light Show

FILE NO: SF1077

AUTHOR: Steven Tanchik (Team Leader Transport)

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

DECISION STATEMENT:

To consider an application to waive the Road Occupation Permit fee for the proposed occupation of Alanvale Road for the SunSmart Light Show Christmas Display.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. notes the proposal by Max Jago to close and occupy Alanvale Road, Newnham to hold the SunSmart Light Show event on 24 December 2023; and
 2. agrees to remit 100% of the fee associated with the occupation in the amount of \$1,142.87.
-

Erica Deegan (Manager Infrastructure and Engineering) was in attendance to answer questions in respect of this Item.

DECISION: 31 October 2024

MOTION

Moved Councillor A G Harris, seconded Councillor J J Pentridge.

That Council:

- 1. notes the proposal by Max Jago to close and occupy Alanvale Road, Newnham to hold the SunSmart Light Show event on 24 December 2024; and**
- 2. agrees to remit 100% of the fee associated with the occupation in the amount of \$1,142.87.**

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

19.2. Flood Mitigation Strategy - Scoping Study

FILE NO: SF5547

AUTHOR: Erica Deegan (Manager Infrastructure and Engineering)

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

DECISION STATEMENT:

To consider the endorsement of the Flood Mitigation Strategy - Scoping Study.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council - 7 March 2024 - Agenda Item Number 12.1 - Notice of Motion - Councillor A J Britton - Establish a Flood Mitigation Strategy - 28 February 2024
Workshop – 27 June 2024 – Flood Mitigation Strategy – Notice of Motion – Project Scope Update

RECOMMENDATION:

That Council:

1. endorses the Flood Mitigation Strategy - Scoping Strategy (ECM Doc Set ID 5145101);
and
 2. Includes the required additional resourcing in the draft 2025/26 financial year budget.
-

Erica Deegan (Manager Infrastructure and Engineering) was in attendance to answer questions in respect of this Item.

DECISION: 31 October 2024

MOTION

Moved Councillor A J Britton, seconded Councillor A G Harris.

That Council:

- 1. endorses the Flood Mitigation Strategy - Scoping Study (ECM Doc Set ID 5145101); and**
- 2. includes the required additional resourcing in the draft 2025/26 financial year budget.**

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

19.3. Queen Victoria Jubilee Drinking Fountain Restoration Project - Non Application of Public Tender Process

FILE NO: SF2337

AUTHOR: Geoff Farquhar-Still (Public Space Project Officer)

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

DECISION STATEMENT:

To consider the procurement of restoration services for the Queen Victoria Jubilee Drinking Fountain.

Pursuant to regulation 27 of the Local Government (General) Regulations 2015, this decision requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government (General) Regulations 2015

RECOMMENDATION:

That Council:

1. notes the Conservation Report for the Children's Jubilee Drinking Fountain (ECM Doc Set ID 5138081), included as attachment 1 to this report;
 2. pursuant to regulation 27(i)(iii) of the *Local Government (General) Regulations 2015*, resolves by absolute majority that:
 - a. it is highly desirable that restoration of the Queen Victoria Jubilee Drinking Fountain takes place within Tasmania to avoid the expense and risk associated with custom crating and shipping of component parts to a location outside Tasmania
 - b. City of Launceston has an interest in ensuring local contractors are supported to develop and use the specialised skills required for cast iron repair
 - c. Glasgow Engineering has incurred costs of \$99,193.64 to date, to progress restoration of the Queen Victoria Jubilee Drinking Fountain to a point where the balance of work required to complete the restoration can be communicated to the Council
 - d. The nature of the work still to be done on the Queen Victoria Jubilee Drinking Fountain is such that a final cost cannot be estimated, and it seems possible that the total cost of the project will approximate our tender threshold of \$250,000
 - e. with reference to the reasons listed at 2a-d above, a satisfactory result will not be achieved by inviting tenders for the restoration of the Queen Victoria Jubilee
-

Drinking Fountain because of extenuating circumstances and the unavailability of competitive or reliable tenderers

3. authorises the Chief Executive Officer to engage Glasgow Engineering to complete the restoration of the Queen Victoria Jubilee Drinking Fountain, with a final report on outcomes including cost to be prepared for the Council on completion of the works.
-

Geoff Farquhar-Still (Public Space Project Officer) was in attendance to answer questions in respect of this item.

**Councillor S Cai withdrew from the Meeting at 2:59 pm
Councillor A J Palmer withdrew from the Meeting at 3:00 pm
Councillor S Cai re-attended the Meeting at 3:01 pm**

DECISION: 31 October 2024

MOTION

Moved Councillor A G Harris, seconded Councillor J J Pentridge.

That Council:

1. notes the Conservation Report for the Children's Jubilee Drinking Fountain (ECM Doc Set ID 5138081), included as attachment 1 to this report;
2. pursuant to regulation 27(i)(iii) of the *Local Government (General) Regulations 2015*, resolves by absolute majority that:
 - a. it is highly desirable that restoration of the Queen Victoria Jubilee Drinking Fountain takes place within Tasmania to avoid the expense and risk associated with custom crating and shipping of component parts to a location outside Tasmania
 - b. City of Launceston has an interest in ensuring local contractors are supported to develop and use the specialised skills required for cast iron repair
 - c. Glasgow Engineering has incurred costs of \$99,193.64 to date, to progress restoration of the Queen Victoria Jubilee Drinking Fountain to a point where the balance of work required to complete the restoration can be communicated to the Council
 - d. The nature of the work still to be done on the Queen Victoria Jubilee Drinking Fountain is such that a final cost cannot be estimated, and it seems possible that the total cost of the project will approximate our tender threshold of \$250,000
 - e. with reference to the reasons listed at 2a-d above, a satisfactory result will not be achieved by inviting tenders for the restoration of the Queen Victoria Jubilee Drinking Fountain because of extenuating circumstances and the unavailability of competitive or reliable tenderers
3. authorises the Chief Executive Officer to engage Glasgow Engineering to complete the restoration of the Queen Victoria Jubilee Drinking Fountain, with a final report on outcomes including cost to be prepared for the Council on completion of the works.

CARRIED BY ABSOLUTE MAJORITY 9:0

FOR VOTE: 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 L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

Councillor A J Palmer re-attended the Meeting at 3:05 pm

20. ORGANISATIONAL SERVICES NETWORK

20.1. Aboriginal Partnership Plan - Year One Report

FILE NO: SF5555

AUTHOR: Lisa Granger (Engagement Facilitator)

APPROVER: Louise Foster (General Manager Organisational Services Network)

DECISION STATEMENT:

To consider and endorse the release of the year one report for the Aboriginal Partnership Plan (APP).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

- Workshop - 26 May 2022 - Draft Aboriginal Partnership Plan - Community Engagement Strategy
- Council - 20 October 2022 - Agenda Item 16.1 - Draft Aboriginal Partnership Plan
- Workshop - 2 March 2023 – Draft Aboriginal Partnership Plan
- Council - 9 March 2023 - 19.1 - Draft Aboriginal Partnership Plan

RECOMMENDATION:

That Council:

1. Receives and approves the release of the year one report for the Aboriginal Partnership Plan (ECM DOC Set ID 5143380).
-

Lisa Granger (Engagement Facilitator) and Colin James (Community Development Officer) were in attendance to answer questions in respect of this Item.

DECISION: 31 October 2024

MOTION

Moved Councillor T G Walker, seconded Councillor J J Pentridge.

That Council:

- 1. Receives and approves the release of the year one report for the Aboriginal Partnership Plan (ECM DOC Set ID 5143380).**

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

20.2. Monthly Financial Performance Report

FILE NO: SF7694

AUTHOR: Zakia Afroz (Team Leader Accounting)

APPROVER: Louise Foster (General Manager Organisational Services Network)

DECISION STATEMENT:

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

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. notes the report outlining both Capital and Operational results to the period ending 30 September 2024.
-

Samuel Kelty (Manager Finance) was in attendance to answer question in respect of this Item.

DECISION: 31 October 2024

MOTION

Moved Councillor A G Harris, seconded Councillor A J Britton.

That Council:

1. notes the report outlining both Capital and Operational results to the period ending 30 September 2024.

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

20.3. 2 Invermay Road - Limited Access Licence for Infrastructure Tasmania

FILE NO: SF0880

AUTHOR: Duncan Campbell (Team Leader Legal Services)

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

DECISION STATEMENT:

To consider granting an access licence to Infrastructure Tasmania to conduct upgrades at 2 Invermay Road, Invermay.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. Approves the granting of a non-exclusive access licence to undertake matchday facility upgrades at the Carlton United Breweries (CUB) stand at York Park/UTAS Stadium, 2 Invermay Road, Invermay.
 2. Requires the access licence to be on the following terms:
 - a) the licensee is to be the Crown in Right of Tasmania, represented by the Department of State Growth;
 - b) the licence is to commence at the earliest available opportunity for a period of up to eighteen months;
 - c) the fee is to be \$1 if demanded;
 - d) the works may be carried out by the licensee's contractors;
 - e) ownership of the works will vest with the landowner upon completion;
 3. Requests the Chief Executive Officer to:
 - a) determine the dimensions of the land to be licensed and all remaining terms and conditions;
 - b) exercise any of the Council's rights, options or discretions necessary for the proper administration of the licence;
 4. Notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993 (Tas)*.
-

Lucas Lim (Governance and Legal Officer) was in attendance to answer question in respect of this Item.

DECISION: 31 October 2024

MOTION

Moved Councillor A G Harris, seconded Councillor J J Pentridge.

That Council:

- 1. Approves the granting of a non-exclusive access licence to undertake matchday facility upgrades at the Carlton United Breweries (CUB) stand at York Park/UTAS Stadium, 2 Invermay Road, Invermay.**
- 2. Requires the access licence to be on the following terms:**
 - a) the licensee is to be the Crown in Right of Tasmania, represented by the Department of State Growth;**
 - b) the licence is to commence at the earliest available opportunity for a period of up to eighteen months;**
 - c) the fee is to be \$1 if demanded;**
 - d) the works may be carried out by the licensee's contractors;**
 - e) ownership of the works will vest with the landowner upon completion;**
- 3. Requests the Chief Executive Officer to:**
 - a) determine the dimensions of the land to be licensed and all remaining terms and conditions;**
 - b) exercise any of the Council's rights, options or discretions necessary for the proper administration of the licence;**
- 4. Notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993 (Tas)*.**

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

21. CHIEF EXECUTIVE OFFICER NETWORK

21.1. City Heart Place Plan

FILE NO: SF6160

AUTHOR: Anna Feldman (Project Manager)

APPROVER: Chelsea van Riet (Acting Chief Executive Officer) and
Shane Eberhardt (General Manager Infrastructure and Assets Network)

DECISION STATEMENT:

To consider the City Heart Place Plan for endorsement.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Workshop – 12 September 2024 – Councillors received a presentation and update on the City Heart Place Plan.

RECOMMENDATION:

That Council:

1. endorses the City Heart Place Plan (ECM Doc Set Id 5146501).
-

Anna Feldman (Project Manager) was in attendance to answer questions in respect of this Item.

Robin Smith spoke for the Recommendation.

**Councillor J J Pentridge withdrew from the Meeting at 3:28 pm
Councillor J J Pentridge re-attended the Meeting at 3:28 pm**

DECISION: 31 October 2024

MOTION

Moved Councillor A G Harris, seconded Councillor A E Dawkins.

That Council:

- 1. endorses the City Heart Place Plan (ECM Doc Set Id 5146501).**

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

22. LATE ITEMS

No Late Items have been identified as part of these Minutes.

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. Alexandra Bridge Refurbishment CD.007 2024

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.

23.3. Councillors' Leave of Absence

REASON FOR CLOSED COUNCIL:

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

- (h) applications by councillors for a leave of absence.

Councillor A J Britton withdrew from the Meeting at 3:32 pm

23.4. End of Closed Session

DECISION: 31 October 2024

MOTION

Moved Councillor A G Harris, seconded Councillor J J Pentridge.

That Council moves into Closed Session.

CARRIED BY ABSOLUTE MAJORITY 9:0

FOR VOTE: 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 and Councillor S Cai

AGAINST VOTE: Nil

ABSENT AT TIME OF VOTE: Councillor A J Britton

Council moved into Closed Session at 3:32 pm.

Council returned to Open Session at 4:00 pm.

DECISION: 31 October 2024

MOTION

Moved Councillor A J Britton, seconded Councillor A G Harris.

That Council:

1. pursuant to Regulation 34(1)(b) of the *Local Government (Meeting Procedures) Regulations 2015*, resolves to report in Open Session that it has considered the following matters in Closed Session:

Minutes Item	Matter	Brief Description
23.1	<i>Closed Council Minutes - 17 October 2024.</i>	<i>Confirmation of the Minutes of the Closed Meeting of the City of Launceston Council held on 17 October 2024.</i>
23.2	<i>Alexandra Bridge Refurbishment CD007/2024</i>	<i>Councillors awarded a Tender for the refurbishment of Alexandra Bridge under Contract No. CD007/2024.</i> <i>The names of the successful tenderers will be published to www.launceston.tas.gov.au once the successful and unsuccessful tenderers have been notified of the decision.</i>
23.3	<i>Councillors' Leave of Absence</i>	<i>Councillors endorsed a personal leave request.</i>

CARRIED 10:0

FOR VOTE: 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

AGAINST VOTE: Nil

24. MEETING CLOSURE

The Mayor, Councillor M K Garwood, closed the Meeting at 4.02pm.

25. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 1.00pm on 14 November 2024 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.