



City of
LAUNCESTON

COUNCIL AGENDA

**COUNCIL MEETING
THURSDAY 23 JANUARY 2025
1.00PM**

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

Date: 23 January 2025

Time: 1:00 pm

Certificate of Qualified Advice

Background

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

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

Certification

I certify that:

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



Sam Johnson OAM
Chief Executive Officer

VIDEO and AUDIO STREAMING of COUNCIL MEETINGS

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

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

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

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

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

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

PUBLIC QUESTION TIME - AGENDA ITEM 8

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

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

PUBLIC COMMENT ON AGENDA ITEMS

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

Please note the following important information:

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

Your respectful contribution is welcome and appreciated.

LEGISLATIVE TERMINOLOGY - GENERAL MANAGER

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

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1. OPENING OF MEETING - ATTENDANCE AND APOLOGIES

2. MAYORAL ACKNOWLEDGEMENTS

3. DECLARATIONS OF INTEREST

Local Government Act 1993 (Tas) - section 48

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

4. CONFIRMATION OF MINUTES

4.1. Confirmation of Minutes

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

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 12 December 2024 be confirmed as a true and correct record.

5. COUNCIL WORKSHOPS

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

5.1. Councillor Workshop Report - 12 December 2024 and 19 December 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 12 December 2024:

Aquatic Centre Cafe

Councillor's were provided an update on the expression of interest campaign for the lease to operate the Launceston Leisure and Aquatic Centre Café.

Budget and Annual Plan 2025/2026 Update

Councillors received an update on the 2025/2026 Annual Plan processes, including a draft listing of proposed annual plan action items for initial review.

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 S Cai and Councillor A J Britton

Apologies: Councillor D C Gibson and Councillor L M McMahon

2. Workshop conducted on 19 December 2024:

Conference Centre Presentation

Councillors received a presentation about a potential Conference Centre for Launceston.

Psychosocial Review

Councillors received a briefing about the effects of Psychosocial Behaviour in the Workplace.

Strategic Planning Review

Councillors workshopped the future directions of the City of Launceston.

Council Debrief - The Year that Was

Councillors reviewed the 2024 year including achievements and discussed outstanding goals.

Councillor Training - Meeting Procedures

Councillors participated in a training session regarding meeting procedures

In Attendance: 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 S Cai and Councillor A J Britton

Apologies: Councillor L M McMahon

REPORT:

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

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS

Councillors' Leave of Absence Applications will be considered in Closed Council at Items 23.4, 23.5 and 23.6 of this Agenda.

7. COMMUNITY REPORTS

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

7.1. Community Report - Just Cats - Rachel Beech - 23 January 2025

FILE NO: SF6368

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

SUMMARY OF PRESENTATION

Rachel Beech, Director of Just Cats Inc., Tasmania, will provide a report about services offered and activities over the last 12 months.

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 Question on Notice - Annual General Meeting - Robin Smith - Street Sweeping Wellington and Bathurst Street - 12 December 2024

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 12 December 2024 at the Annual General Meeting by Robin Smith, has been answered by Lynda Robins (Acting Senior Leader City Amenities).

Questions:

1. [Regarding Street Cleansing Wellington, and Bathurst Streets - National Highway 1] State Growth takes responsibility for sweeping the National Highway 1, which includes Wellington and Bathurst Streets in the city, which it schedules to do four times per year. It doesn't get serviced enough. There is a demarcation on who is responsible for it and Council does not include on its street sweeping schedule. Could the Council include it in its schedule or is there something legally preventing them from sweeping these two roads?

Response:

The highway in question is owned and maintained by the Department of State Growth, including the maintenance and cleaning. The highway is currently contracted to be cleaned four times per year. As this is not a Council asset any cleansing activities undertaken by Council may require a permit issued by State Growth. Council has contacted the Department of State Growth in regards to the frequency of cleansing and possibility of increasing this service. The reply received by State Growth was ' Thank you for your inquiry. After discussing your request with my supervisor, we have decided to issue an order to our contractor to conduct sweeping every 4 weeks from March to June to address the autumn period (tree leaves). Currently, we have a quarterly sweeping program in place. However, if needed, we can issue additional orders for sweeping in response to any complaints.'

In light of the response Council will not investigate an increase in service of cleansing the highway, and will forward any requests to State Growth for additional sweeping.

ATTACHMENTS:

Nil

8.1.2. Public Question on Notice - Annual General Meeting - Robin Smith - City Heart Plan - Two Way Street Conversions - 12 December 2024

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 12 December 2024 at the Annual General Meeting by Robin Smith, has been answered by Erica Deegan (Senior Leader Infrastructure and Engineering).

Questions:

1. [Regarding City Heart Stage Two] In 2015 City Heart ran a report asking the people of Launceston about converting one-way streets to two-way streets and there were there were 4,483 engagements. 35% of those respondents were for converting one-way street to two-way, 17% were undecided and 47% wanted them left the way they were. There is none of that sentiment that City Heart has garnered as a response from the public about converting one-way streets to two-way streets. How has that information got lost?

Response:

A broad community engagement around Launceston City Heart was completed in mid-2015, this included some specific data capture about potential traffic flow changes. 4483 people were informed about the project / engagement through a combination of methods. 2766 people responded to a specific question regarding support for proposed changes, noting the statistics around support in the question are correct:

- 35.2% indicated support for changes
- 47.3% opposed changes and
- 17.6% remained neutral.

Of these respondents, 9.4% visited the CBD either less than once a month or never. It is noted that within the group of CBD residents surveyed (n=193):

- 44% indicated support for changes
- 36% opposed changes and
- 20% remained neutral.

It is understood that the Council of the time considered these results as well as other information and at the Council Meeting of the 14th December 2015 determined to continue with a proposal for directional changes (including two-way traffic flow on Charles Street and Paterson Street). No specific engagement regarding changes in CBD traffic flow has been undertaken since this time. More recent engagement has specifically noted interest in enhancing active transport provision within the City Centre, and there have also been ad-hoc comments within surveys since indicating

support, such as "get rid of the one way streets". As you are aware, the Council has recently endorsed the City Heart Place Plan, with a key action being progressing the two-way streets approach as listed within the Launceston Transport Strategy Implementation Plan.

ATTACHMENTS:

Nil

**8.1.3. Public Question on Notice - Annual General Meeting - Robin Smith -
Launceston Central Activities - 12 December 2024**

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 12 December 2024 at the Annual General Meeting by Robin Smith, has been answered by Karishma Kodavali (Economic Development Officer).

Questions:

1. In the Annual Report, City Prom is listed as \$563,000 for that term and for next year is due to be about \$589,000, which comes to about \$1.1 million for the activities listed in today's agenda. Would it be better to bring City Prom back within the Council - there would be savings on offices, executive and support? Is this something that Council could look at?

Response:

Launceston Central (previously known as City Prom) was established as an independent organisation to fulfil a specific role in marketing and promoting the Launceston CBD. This approach was guided by the findings of the 2020 review conducted by the NOA Group, which highlighted the critical economic and social importance of the CBD to Northern Tasmania. The review noted that the CBD serves as more than just a retail hub; it is central to the region's liveability, attracting both local residents and visitors. Success in this area relies on a clear vision and collaborative action across public and private sectors.

An independent organisation such as Launceston Central is better positioned to deliver specialised destination marketing, drawing on its relationships with stakeholders, including industry bodies, regional councils, and key tourism entities.

The budget allocated for Launceston Central for the next financial year is \$589,236, consistent with Council's annual approvals. This investment is carefully monitored through established accountability measures, including biannual reports provided to Council workshops. These reports outline the outcomes achieved and performance against the agreed Key Performance Indicators, which include both qualitative and quantitative measures.

In terms of the future, Council was presented with three options at the Council workshop on 29th August: to continue funding under a renewed agreement; to discontinue funding at the end of the current agreement in June 2025 and explore alternative service delivery models; or to adjust funding with a reduced scope. Following careful deliberation, Council resolved on 3rd October 2024 to pursue the first

option, which was to negotiate a renewal of the Operational Agreement and Memorandum of Understanding. This decision includes a commitment to reviewing and refining the organisation's Key Performance Indicators to ensure alignment with the city's strategic priorities.

At that Council Meeting on Thursday 3 October, the Council moved the following motion:

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

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

CARRIED 10:0

Regarding the suggestion to bring Launceston Central back under Council's management, it is worth noting that its current independent structure allows for greater flexibility and focus. This arrangement avoids duplications and costs associated with internal management, while fostering partnerships and collaborations critical to the promotion of the CBD.

At this stage, there are no plans to adjust the current model, which has proven effective in delivering on its mandate. Council will continue to evaluate the value of this arrangement biannually against the agreed memorandum of understanding and in accordance with the existing reporting framework to ensure the best outcomes for the CBD and the broader community.

ATTACHMENTS:

Nil

8.1.4. Public Question on Notice - Annual General Meeting - Robin Smith -Two Way Street Conversion Report - Peer Review - 12 December 2024

FILE NO: SF6381

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 12 December 2024 at the Annual General Meeting by Robin Smith, has been answered by Erica Deegan (Executive Leader Infrastructure and Engineering).

Questions:

1. [Regarding peer review - Launceston City Heart Project, Two-way Street Conversions, Preliminary Traffic Assessment] In the Annual Report Strategic Priority 4, it lists the 'Place Plan' (City Heart Stage 2) as an action item to support the conversion of one-way streets to two-way. The project relies on the GHD Report titled 'City of Launceston, Launceston City Heart Project, Two-way Street Conversion, Preliminary Traffic Assessment December 2014'. Given the irrelevancies it uses to support the proposals, which I have drawn to Councils attention, could Council look at it with a view to having the document peer reviewed, as it is so fundamental to everything City Heart plans, traffic wise?

Response:

The GHD Report titled 'City of Launceston, Launceston City Heart Project, Two-way Street Conversion, Preliminary Traffic Assessment', December 2014 was peer reviewed by Dr Bruce Corben of Corben Consulting in 2015.

ATTACHMENTS:

Nil

**8.1.5. Public Questions on Notice - Phillip Brumby - Parking Infringement 10076860
- 12 December 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 12 December 2024 by Phillip Brumby, has been answered by Michelle Grey (Properties and Legal Officer).

Questions:

1. Is Council aware that a failure of process regarding parking infringement 10076860 due to communication problems resulted in cancellation of registration of Honda F08PV? Can someone investigate the failure of process and withdraw the action with MPES?

Response:

Council has investigated the issue and whilst we appreciate your concern around communication, we are informed that:

1. *the infringement notice provides options for payment, or lodging an Application to Withdraw/Vary or a Notice of Election;*
2. *reminders were sent on 11 December 2023 and 8 January 2024, both advising that the matter would be referred to MPES if payment was not made;*
3. *It is up to MPES what enforcement action is taken.*

Once a matter is referred to MPES, all drivers have the ability to pay or arrange to pay off or ask a Court to set aside.

Council will continue to ensure its processes meet legislative requirements in serving the community.

ATTACHMENTS:

Nil

8.1.6. Public Question on Notice - Jim Dickenson - Albert Hall - 12 January 2025

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 12 January 2025 by Jim Dickenson, has been answered by Liam Seymour (Senior Leader Building Assets Investigations).

Questions:

1. Is the Albert Hall Renewal Project on time and on budget to meet the 27 March 2025 completion date and funding of \$17,104,396?

Response:

The contractual completion date of Shape and the overall project value (as noted in the question) are unrelated. Shape, as principal contractor of the eastern wing extension, are not responsible for the other stages of work.

The value of the Shape contract is currently expected to fall within the budgeted range. An Extension of Time has been submitted to the Superintendent which is under contractual review. The balance of the project costs (outside the Shape contract) relate to scope of works that are currently under review by officers to ensure the use and flexibility of the building is maximised once operational.

ATTACHMENTS:

1. Public Question on Notice - Jim Dickenson - Albert Hall - 12 January 2025 Redacted [8.1.6.1 - 1 page]

8.1.7. Public Question on Notice - Andrew Whitehead - Public Relations Costs - 14 January 2025

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 14 January 2025 by Andrew Whitehead, has been answered by Nathan Williams (Acting Executive Leader Delivery and Performance).

Questions:

1. Following upon the recent debacle, when CoL first paid, and then wanted the amounts paid back, (the Councillor Gibson saga), may I ask what the total cost of Public Relations was for the year?

Response:

Council manages its public relations function in-house through its Communications Team which consists of six team members, and a Senior Leader Stakeholder Experience who oversees the team.

This team manages all of Council's external media relations, internal communications and advice, marketing, promotions and digital media.

It is not commonplace for Council officers to use an external public relations firm.

The total costs in 2023/2024 associated with the Communications Team, including staff costs, promotional materials, advertising, website fees and internal cost allocations including finance, IT, human resources etc. was \$738,518.

ATTACHMENTS:

1. Public Question on Notice - Andrew Whitehead - Cost of Public Relations - Councillor Gibson - 14 Janu [8.1.7.1 - 1 page]

8.1.8. Public Questions on Notice - Peter Lee - The Dogs' Home of Tasmania - 14 January 2025

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 14 January 2025 by Peter Lee, have been answered by Georgia Strickland (Building Asset Project Officer).

Questions:

1. Why was it not deemed necessary to consult with the staff and management of The Dogs' Home of Tasmania to ascertain what is actually needed in the design of this facility?

Response:

City of Launceston has been in regular contact with Dogs Home of Tasmania (DHoT) staff and management throughout the duration of the project, via email, phone, and onsite meetings. DHoT staff, including CEO Mark Wild, were in attendance for the first contractor site meeting to scope the project in September 2024 and their requests for inclusion in the project scope have not changed since this time. Feedback has been sought and received on multiple occasions throughout the project timeline.

2. Can you please detail what the plan for the new exercise yard contains and can you make that plan available to be viewed by your rate payers?

Response:

The works are minor civil works in nature and not subject to approval under the Building Act 2016 or Tasmanian Planning Scheme. As such no formal documentation was required but indicative sketches were shown to DHoT. The new exercise yards will be of mainly Colorbond construction, with large-gauge square mesh in some panels for the viewing of dogs as per DHoT request. The exercise yard sizes have been standardised in alignment with the Colorbond fence panel lengths and new concrete plinths have been installed, along with drainage for each yard to ensure water does not pool. Three of the six yards will include tilt-arm mesh tops, to ensure dogs are unable to jump over the fences. The yards will be surfaced with instant turf.

3. Can you please advise if any consultative meetings will be held with the Dogs' Home of Tasmania to ensure that the yards are appropriately designed to be fit for purpose?

Response:

Communication between City of Launceston and DHoT has occurred on the following dates:

- *12 September 2024 - Email*
- *16 September 2024 - Email*
- *19 September 2024 - Site meeting with DHOT representative present.*
- *26 September 2024 - Email*
- *27 September 2024 - Emails*
- *14 October 2024 - Email*
- *17 October 2024 - Site meeting. DHoT representative not available.*
- *21 October 2024 - Email*
- *24 October 2024 - Email*
- *25 October 2024 - Email*
- *8 November 2024 - Site meeting*
- *11 November 2024 - Emails*
- *15 November 2024 - Email*
- *18 November 2024 - Phone call between DHoT CEO and General Manager Infrastructure and Assets.*
- *21 November 2024 - Email*
- *22 November 2024 - Site meeting. DHoT representative not available.*
- *22 November 2024 - Email*
- *5 December 2024 - Email*
- *6 December 2024 - Email*
- *9 December 2024 - Email*
- *13 December 2024 - Email*
- *17 December 2024 - Email*
- *19 December 2024 - Microsoft Teams meeting between council and DHoT.*
- *8 January 2025 - Site meeting with contractor, DHoT and council.*
- *8 January 2025 - Email*
- *9 January 2025 - Emails*
- *13 January 2025 - Site meeting with council, DHoT and contractor.*
- *13 January 2025 - Email*
- *14 January 2025 - Email*
- *15 January 2025- Emails*
- *16 January 2025 - Phone call between DHoT CEO and Executive Leader Community Assets and Design.*

ATTACHMENTS:

1. Public Question on Notice - Peter Lee - The Dogs Home Tasmania - 14 January 2025 Redacted [8.1.8.1 - 2 pages]

**8.1.9. Public Question on Notice - Haydyn Bevis - Launceston Dogs Home
Redevelopment - 15 January 2025**

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 15 January 2025 by Haydyn Bevis, have been answered by Georgia Strickland (Building Asset Project Officer).

Questions:

1. Why did the build of the yards still go ahead even though Mayor Matthew Garwood acknowledged on a Facebook post that the yards would not be flat? Was this decision purely based on a budget decision, not on a safety decision for the staff, dogs and volunteers?

Response:

The request to level the yards was investigated, however found to not be a viable option due to the topography of the land and this was communicated to the Dogs Home of Tasmania (DHoT) team in November 2024. Concerns regarding the slope of the land were again raised by DHoT on 8 January 2025 despite previous advice, and whilst works were already underway. The yard topography is challenging and for this, and other reasons, City of Launceston has been liaising with the CEO of the DHoT regarding the future of the site and its long-term suitability.

2. Also, Mayor Garwood is also quoted as saying extensive liaising took place between the Building Assets Team and the DHOT but when and how did full and proper consultation take place with the CEO Mr Mark Wild?

Response:

City of Launceston has been in regular contact with DHoT staff and management throughout the duration of the project, via email, phone, and onsite meetings. DHoT staff, including CEO Mark Wild, were in attendance for the first contractor site meeting to scope the project in September 2024 and their requests for inclusion in the project scope have not changed since this time. Feedback has been sought and received on multiple occasions throughout the project timeline.

Communication between City of Launceston and DHoT has occurred on the following dates:

- *12 September 2024 - Email*
- *16 September 2024 - Email*
- *19 September 2024 - Site meeting with DHOT representative present.*
- *26 September 2024 - Email*
- *27 September 2024 - Emails*
- *14 October 2024 - Email*
- *17 October 2024 - Site meeting. DHoT representative not available.*
- *21 October 2024 - Email*
- *24 October 2024 - Email*
- *25 October 2024 - Email*
- *8 November 2024 - Site meeting*
- *11 November 2024 - Emails*
- *15 November 2024 - Email*
- *18 November 2024 - Phone call between DHoT CEO and General Manager Infrastructure and Assets.*
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- *9 December 2024 - Email*
- *13 December 2024 - Email*
- *17 December 2024 - Email*
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- *9 January 2025 - Emails*
- *13 January 2025 - Site meeting with council, DHoT and contractor.*
- *13 January 2025 - Email*
- *14 January 2025 - Email*
- *15 January 2025- Emails*
- *16 January 2025 - Phone call between DHoT CEO and Executive Leader Community Assets and Design.*

ATTACHMENTS:

1. Public Question on Notice - Haydyn Bevis - Launceston Dogs Home Tasmania - 15 January 2025 Redacted [8.1.9.1 - 1 page]

8.1.10. Public Question on Notice - Robin Smith - Provision of Assistance to a Major National Retail Store in the Central Business District - 15 January 2025

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 15 January 2025 by Robin Smith, have been answered by Rosanna Coombes (Acting Executive Leader Strategy and Innovation).

Questions:

1. Cost-Benefit Analysis

Notwithstanding that the City of Launceston may have become jaded by the Birchalls project in the Brisbane Street Mall, would council be in a position to support, encourage and assist a major national retail store to remain in the Launceston CBD?

I ask as the City of Hobart council were themselves instrumental in successful retaining such a business, following the uncertainty after the devastating 2007 Liverpool Street fire.

Response:

Council is fully committed to the aim of bringing residents, tourists, and workers into the city, to ensure that Launceston thrives with a buoyant and improving economy, has a more consolidated City footprint with minimised suburban sprawl; and an even safer City based on more people mingling about, day and night.

Council is having ongoing discussions with current and potential new retailers and property developers regarding opportunities for economic development in the greater Central Business District and specifically in and around the Brisbane Street Mall. Council leadership has had specific discussions with Myers to identify their intentions and determine how Council can facilitate their ongoing commitment to Launceston. While any decisions of Myers or other retailers will be based on commercial considerations, Council has an interest in ensuring the vibrancy of the urban core and the Mall, and as such is working on a number of initiatives to increase growth including infill development, and drive investment and renewal including strategies to entice existing businesses to remain in the community.

ATTACHMENTS:

1. Public Question on Notice - Robin Smith - Provision of Assistance to a National Retail Store in the [8.1.10.1 - 1 page]

8.1.11. Public Questions on Notice - Robin Smith - Recycling Waste Services - 15 January 2025

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 15 January 2025 by Robin Smith, has been answered by Rachael Eberhardt (Waste and Environment Officer).

Questions:

1. Following the recent incidents relating to Launceston CBD on-street public waste recycling bin emptying/collection contract:
 - What is the cost to council;
 - What is the current schedule of service;
 - Where does the responsibility for cleansing the bins lie (inside and out); and
 - Has the provision of bin-liners been made a requirement of the service provider?

Response:

The collection of the CBD recycling bins costs around \$30,000 per annum.

The CBD waste bins are collected daily including Saturday and Sunday by Council. CBD recycling bins are collected weekly on Thursday by a contractor.

Council undertakes the maintenance and cleaning of CBD bins with major cleans twice per year in December and June. Spot cleans are undertaken daily.

Bin liners are currently only used in the waste bins. There are no bin liners used in the recycling as it makes it harder to service the bin as the liner cannot be recycled.

ATTACHMENTS:

1. Public Question on Notice - Robin Smith - Recycling Waste Services - 15 January 2025 Redacted [8.1.11.1 - 1 page]

8.1.12. Public Questions on Notice - Jessica Hoyle - Councillor Gibson Repayments, Councillor Code of Conduct, Working with Vulnerable People Card for Councillors - 15 January 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 15 January 2025 by Jessica Hoyle, have been answered by Sam Johnson OAM (Chief Executive Officer) and Nathan Williams (Acting Executive Leader Delivery and Performance).

Questions:

1. When will the outstanding sums be repaid to the ratepayers in regards to the recent articles regarding Councillor Gibson and what date will these payments be made or begin at?

Response:

Providing a response to the question would be contrary to the usual practice of not publicly commenting on the relevant financial and personal affairs of persons who are party to payment plans or proposed payment plans with the Council.

2. Are there any more amounts other than the over 14 thousand plus? What further investigations are being undertaken on this?

Response:

Council investigations have found no other amounts paid on behalf of Cr Gibson other than the public relations fees of \$4,867.50 and legal fees of \$9,034.91. A search of Council's information management system, email archive and accounts payable system has uncovered no further relevant payments, at this time.

- 3 When will the Launceston City Council support changes to the code of conduct and support a Working with Vulnerable People card for all councillors? It's time to lead by example.

Response:

The Registration to Work with Vulnerable People Act 2013 (Tas) sets out the requirement for people engaging in particular activities or services with vulnerable people to be registered to work with vulnerable people (WWVP). The Council does not have the authority under that Act to mandate that Councillors have a current WWVP registration. The Council is currently developing its position on whether the provisions of that Act should be extended to all Councillors and employees.

The terms of a Code of Conduct are established by order of the Minister of Local Government, pursuant to section 28R of the Local Government Act 1993 (Tas).

Council has taken a leadership role within the Local Government sector on multiple occasions regarding changes to the Code of Conduct framework and requesting that a requirement for a WWVP registration be mandatory for Councillors.

Such instances include;

- *Council approved updates to the Public Interest Disclosure Procedure on 28 November 2024.*
- *Council noted the introduction of the Local Government (Code of Conduct) Order 2024 by the Department of Premier & Cabinet on 3 October 2024.*
- *Council adopted a Statement of Commitment to Becoming a Child and Youth Safe Organisation on 5 September 2024.*
- *Council Leadership (staff) completed Trauma Informed Leadership training in late 2023*
- *A Notice of Motion was passed by Council on 14 July 2022, resolving that Council writes to the Local Government Division (Tasmania) requesting that the Tasmanian State Government:*
 1. *reviews the eligibility criteria, for the potential candidates to nominate for and/or hold the office of Local Government Councillor in Tasmania, to include the following: (a) requirement for a mandatory police check; (b) requirement to provide criminal history; and (c) requirement for current Working With Vulnerable People registration.*
 2. *reviews and strengthens the Code of Conduct taking into account the prescriptive mandatory codes that provide minimum standards to regulate the conduct of Tasmanian Councils and consumers.*
 3. *reviews the Code of Conduct process to ensure fairness and equity for all Code of Conduct participants and reduce ethics and compliance risks.*
 4. *provides clear penalty guidelines to include the ability to suspend and stand down a Councillor in circumstances that align with breaches of the Local Government Act 1993 (Tas) and the Code of Conduct.*

5. *develops a Model Member Code of Conduct that is strongly aligned with the public trust placed in us, as Councillors, on all occasions and that each Councillor will: (a) act with integrity and honesty; (b) act lawfully; (c) treat all persons with civility; and (d) lead by example and act in a way that secures public confidence in the office of Councillor.*

6. *completes a full review of and finalises the process prior to local government elections 2022.*

ATTACHMENTS:

1. Public Question on Notice - Jessica Hoyle - Cr Gibson Repayments , Cr Code of Conduct, WWVP Card for [8.1.12.1 - 1 page]

8.2. Public Questions Without Notice

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

9. PETITIONS

No Petitions have been identified as part of this Agenda

10. DEPUTATIONS

No Deputations have been identified as part of this Agenda

11. PLANNING AUTHORITY

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

11.1. DA0478/2024 - 5 Welman Street, Launceston - Residential - Construction of Alterations and Additions to a Dwelling

FILE NO: DA0478/2024

AUTHOR: Dileep Karna (Town Planner)

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant:	David Denman & Associates
Property:	5 Welman Street, Launceston
Zoning:	General Residential
Receipt Date:	28/10/2024
Validity Date:	30/10/2024
Further Information Request:	06/11/2024
Further Information Received:	13/11/2024
Deemed Approval:	22/01/2025
Representations:	3

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting 6 October 2021 approved, DA0422/2021 - Residential - Construction of alterations and additions to a heritage dwelling.

The proposed development is similar to the approved development under DA0422/2021, except for the proposed renovation of the verandah located west of the dwelling.

STANDARDS REQUIRING PLANNING DISCRETION:

8.4.2 Setbacks and building envelope for all dwellings
8.4.6 Privacy for all dwellings

RECOMMENDATION:

That Council:

1. 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 DA0478/2024 - Construction of alterations and additions to a dwelling at 5 Welman Street, Launceston, subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a. Cover Page, Prepared by David Denman + Associates, Drawing No. A00, Revision No. 2, Dated 29/10/2024
- b. Proposed Site Plan, Prepared by David Denman + Associates, Drawing No. A01, Revision No. 2, Dated 29/10/2024
- c. Proposed Basement Plan, Prepared by David Denman + Associates, Drawing No. A02, Revision No. 2, Dated 29/10/2024
- d. Proposed Ground Floor Plan, Prepared by David Denman + Associates, Drawing No. A03, Revision No. 2, Dated 29/10/2024
- e. Proposed First Floor Plan, Prepared by David Denman + Associates, Drawing No. A04, Revision No. 2, Dated 29/10/2024
- f. Proposed Roof Plan, Prepared by David Denman + Associates, Drawing No. A05, Revision No. 2, Dated 29/10/2024
- g. Proposed Elevation, Prepared by David Denman + Associates, Drawing No. A06, Revision No. 2, Dated 29/10/2024
- h. Proposed Elevation, Prepared by David Denman + Associates, Drawing No. A06, Revision No. 3, Dated 6/11/2024
- i. Proposed Elevation, Prepared by David Denman + Associates, Drawing No. A07, Revision No. 2, Dated 29/10/2024
- j. Proposed Elevation, Prepared by David Denman + Associates, Drawing No. A08, Revision No. 2, Dated 29/10/2024
- k. Proposed Elevation, Prepared by David Denman + Associates, Drawing No. A08, Revision No. 3, Dated 6/11/2024
- l. Verandah Details, Prepared by David Denman + Associates, Drawing No. A09, Revision No. 3, Dated 11/11/2024
- m. Interior Elevation, Prepared by David Denman + Associates, Drawing No. A10, Revision No. 2, Dated 29/10/2024
- n. Interior Elevation, Prepared by David Denman + Associates, Drawing No. A11, Revision No. 2, Dated 29/10/2024
- o. Interior Elevation, Prepared by David Denman + Associates, Drawing No. A12, Revision No. 2, Dated 29/10/2024
- p. Interior Elevation, Prepared by David Denman + Associates, Drawing No. A13, Revision No. 2, Dated 29/10/2024
- q. Interior Elevation, Prepared by David Denman + Associates, Drawing No. A14, Revision No. 2, Dated 29/10/2024
- r. Interior Elevation, Prepared by David Denman + Associates, Drawing No. A15, Revision No. 2, Dated 29/10/2024
- s. Interior Elevation, Prepared by David Denman + Associates, Drawing No. A16, Revision No. 2, Dated 29/10/2024

- t. Interior Elevation, Prepared by David Denman + Associates, Drawing No. A17, Revision No. 2, Dated 29/10/2024
- u. Demolition Basement and Ground Floor Plan, Prepared by David Denman + Associates, Drawing No. D01, Revision No. 2, Dated 29/10/2024
- v. Demolition First Floor & Roof Plan, Prepared by David Denman + Associates, Drawing No. D02, Revision No. 2, Dated 29/10/2024
- w. Existing Site Plan, Prepared by David Denman + Associates, Drawing No. EC01, Revision No. 2, Dated 29/10/2024
- x. Existing Plan, Prepared by David Denman + Associates, Drawing No. EC02, Revision No. 2, Dated 29/10/2024
- y. Existing Plan, Prepared by David Denman + Associates, Drawing No. EC03, Revision No. 2, Dated 29/10/2024
- z. Existing Elevations, Prepared by David Denman + Associates, Drawing No. EC04, Revision No. 2, Dated 29/10/2024
- aa. Existing Elevations, Prepared by David Denman + Associates, Drawing No. EC5, Revision No. 2, Dated 29/10/2024
- ab. Heritage Impact Statement, Prepared by David Denman + Associates, Page No. 28 - 30, Dated 28/10/2024
- ac. Response to Further Information Request, Prepared by David Denman + Associates, Page No 31 - 33, Dated 10/11/2024

2. LEGAL TITLE

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

3. HERITAGE

The development must be undertaken in accordance with the conditions included on the Tasmanian Heritage Council 'Notice of Heritage Decision' for THC Application No. 8531, dated 09/01/2025 and attached to the permit.

4. 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 - 7am to 6pm; and
 - ii. Saturday - 8am to 6pm.
- b) Notwithstanding the above paragraph, construction activities must not be carried out on public holidays that are observed state-wide (Easter Tuesday excepted).

5. DAMAGE TO COUNCIL INFRASTRUCTURE

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.

6. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

All works in (or requiring the occupation of) the road reserve must be carried out in accordance with a detailed Traffic Management Plan prepared by a qualified person in accordance with the requirements of Australian Standard AS1742. A copy of such plan is to be maintained on site and available for inspection upon request by an Authorised Officer.

The explicit permission of Executive Leader Community Assets and Design is required prior to undertaking works where the works:

- a. require a road or lane closure;
- b. require occupation of the road reserve for more than one week at a particular location;
- c. are in nominated high traffic locations; or
- d. involve opening or breaking trafficable surfaces.

Where the work is associated with the installation, removal or modification of a driveway or a stormwater connection, the approval of a permit for such works shall form the explicit approval.

7. 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 because 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.

8. DEMOLITION

The developer must:

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

9. 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 DA0442/2024. 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. No Approval for alterations to Driveway Crossover

No approval to install a new, or alter an existing, driveway crossover in any way has been granted or is implied by the issue of this Planning Permit.

REPORT:

1. THE PROPOSAL

The proposal is for the construction of alterations and additions to a dwelling at 5 Welman Street.

The proposed works include the demolition of the existing sunroom on the eastern side of the property to construct an orangery with a floor area of approximately 35sqm. The existing 16sqm verandah will be demolished for a new verandah within the existing footprint, retaining the same heights and setbacks. However, the verandah's depth will be extended by approximately 0.9m to the west, increasing its usability, resulting in a total area of approximately 25sqm.

Additionally, the proposal includes a 2.4sqm cellar room in the basement and reconfiguration of the ground floor to include an ensuite to the existing master bedroom, including alteration to kitchen and living areas and minor modifications to the first-floor bathroom.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



5 Welman Street, Launceston (not to scale)

The property at 5 Welman Street, Launceston, is located within the General Residential Zone and has a site area of approximately 718sqm. The site has an irregular shape and slopes downward from the eastern to the western boundary. The surrounding area predominantly consists of single dwellings on residentially zoned land and is connected to all reticulated services.

The site is subject to the Local Historic Heritage, Landslip Hazard, and Airport Obstacle Limitation Area overlays. While these overlays are exempt for the proposed development, and the Local Historic Heritage Code does not apply, as the site is a registered place on the Tasmanian Heritage Register and therefore subject to consideration by the Tasmanian Heritage Council.

3. PLANNING SCHEME REQUIREMENTS

The assessment against the Tasmanian Planning Scheme - Launceston is detailed in Attachment 1.

4. REFERRALS

REFERRAL	COMMENTS
INTERNAL	
Community Assets and Design	Conditions recommended.
Environmental Health	Conditions recommended.
Heritage/Urban Design	N/A
Building and Plumbing	Standard notes recommended for the permit.
EXTERNAL	
TasWater	N/A
State Growth	N/A
TasFire	N/A
Tas Heritage Council	Notice of Heritage Decision for THC Application No. 8531, dated 09/01/2025
Crown Land	N/A
TasRail	N/A
EPA	N/A
Aurora	N/A

5. REPRESENTATIONS

Pursuant to section 57 of the *Land Use Planning and Approvals Act 1993*, the application was advertised for a 14 day period from 16 November 2024 to 2 December 2024. Three (3) representations were received. The issues raised are summarised in the following table. All representations received for this application were circulated to Councillors confidentially.

<p>Issue 1 It is not clear from the advertised material, whether the extensive works illustrated on the currently advertised documents and previously dealt with by a previous application/approval is once again subject of a fresh application.</p>
<p><i>Response 1</i> The previous application DA0422/2021 has lapsed, and the proposed development is similar to the approved development under DA0422/2021, except for the renovation of the verandah on the west side of the dwelling, which triggers a discretionary application under clauses 8.4.2 and 8.4.6 of the Tasmanian Planning Scheme. The proposed development has been assessed against the relevant standards of the zone and applicable codes.</p>
<p>Issue 2 We repeat our previous representation that you have already on your file and accordingly repeat the same concerns.</p>
<p><i>Response 2</i> The previous development application, DA0422/2021, was approved under the Launceston Interim Planning Scheme 2015. This included the application of the Local Historic Cultural Heritage Code provisions and was subject to consideration by the Tasmanian Heritage Council (THC). Since the transition to the Tasmanian Planning</p>

Scheme in 2022, the application of Local Historic Heritage provisions has changed. The site is listed on the Tasmanian Heritage Register, and as specified in clause C6.2.3, the Local Historic Heritage Code no longer applies. Consequently, the proposed development, including demolition and internal alterations and additions, is subject to consideration by the THC. The proposed development has also been assessed against the relevant standards of the zone and applicable codes of the Tasmanian Planning Scheme.

Issue 3

Reference is made by the proponent that compares the design of the proposed reconstructed verandah at no. 5 to the present verandah at no 13 Welman Street.

Response 3

This is not a matter that is considered by the relevant Planning Scheme provisions. As the subject site is a registered place on the Tasmanian Heritage Register, the development application was referred to THC for consideration. The THC has provided a notice of interest and subsequently issued a decision with recommended conditions.

Issue 4

The design envisages a wood fired heater in the proposed orangery, and concern regarding the height of the flue and probable smoke form the fire, particularly trapped smoke at the garden level will cause significant impact to adjoining properties.

Response 4

This is not a matter that is considered by the relevant Planning Scheme provisions.

Issue 5

The documentation shows the common boundary between 5 & 7 Welman Street is running through our house, which we believe is incorrect. The boundary should follow the current fence line, which has been existent for decades.

Response 5

We acknowledge that the common boundary between 5 and 7 Welman Street is depicted as passing through the building located at 7 Welman Street. However, to assess the proposed development, the planning authority requires a site plan that reflects the property boundaries and dimensions as outlined in the certificate of title. The submitted site plan is consistent with the certificate of title plans for the property. If there are discrepancies on-site regarding the location of the common boundary, this is considered a civil matter. Additionally, any changes to the boundary location will require further planning consideration during the building stage and may necessitate investigation by a land surveyor.

6. CONCLUSION

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. DA0478-2024 -5 Welman Street - Launceston Planning Scheme Assessment [**11.1.1** - 6 pages]
2. DA0478-2024 - 5 Welman Street - Plans to be Endorsed [**11.1.2** - 33 pages]
3. DA0478-2024 -5 Welman Street - Notice of Heritage Decision WA 8531 [**11.1.3** - 3 pages]
4. CONFIDENTIAL - NOT FOR PUBLIC DISTRIBUTION - DA0478-2024 - 5 Welman Street Launceston - Representa [**11.1.4** - 4 pages]

11.2. PSA-LLP0024 - 64 Robin Street, Newstead - Draft Planning Scheme Amendment - 64 Robin Street, Newstead Heritage Listing - S.40K Report (After Being Re-Advertised)

FILE NO: PSA-LLP0024

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

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant:	6ty°
Area of the Site:	64 Robin Street, Newstead
Existing Use:	Community Hall
Receipt Date:	15/07/2024

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

Council - 22 August 2024 - Agenda Item Number 11.2 - Initiated Draft Amendment PSA-LLP0024, to:

- a. Add 64 Robin Street, Newstead, local heritage listings within LAU-table C6.1 Local Heritage Places;
- b. Create one (1) new datasheet within Appendix A: Local Historic Heritage Code Datasheets; and
- c. Add 64 Robin Street, Newstead into the local heritage listing place overlay map

Council - 17 October 2024 - Agenda Item Number 11.2 - Section 40K report to consider representations.

RECOMMENDATION:

That Council:

1. in accordance with section 40K of the *Land Use Planning and Approvals Act 1993*, notifies the Tasmanian Planning Commission that no representations were received during the public exhibition period for Draft Amendment PSA-LLP0024; and that
2. draft Amendment PSA-LLP0024 be approved as certified and exhibited.

REPORT:

1. THE PROPOSAL AND HISTORY

At its meeting on 22 August 2024, Council considered an application under section 37 of the *Land Use Planning and Approvals Act 1993*, to list 64 Robin Street, Newstead on the local heritage register. The amendment also sought to create a new datasheet for the property, as well as a new listing on the heritage overlay map.

Council resolved to initiate the rezoning.

Council then advertised the rezoning between 4 September 2024 and 1 October 2024. No representations were received, and at its meeting on 17 October 2024 Council concluded there was no reason for Council not to proceed with Amendment PSA-LLP0024 for 64 Robin Street, Newstead to be placed onto the local heritage register. The section 40K report was subsequently sent to the Tasmanian Planning Commission for decision.

On 14 November 2024 Council received a directions letter from the Tasmanian Planning Commission seeking clarification on several issues. One of the issues concerned the duration of the exhibition period for the planning amendment. The Commission expressed the view that the exhibition period was short on the required 28-day exhibition period and requested confirmation on when re-advertising would occur. Their view was different to Councils previous practice on when to commence the statutory time with the requirement to publish the advert prior to the exhibition period commencing. Statutory days are calculated based on the relevant sections of the *Acts Interpretation Act 1931*, and based on the act noting that the counting of days commences after the day it is advertised, the original exhibition period failed to meet the 28 days.

It is noted that this is a new concern that has not been previously raised by the Commission, but notwithstanding in this instance Council accepted the implication and accordingly the application was re-advertised for 28 days, from 21 November 2024 until 19 December 2024. No representations were received during this time. This is the second time that the section 40K report needs to be considered.

2. CONCLUSION

There are no reasons for Council not to proceed with Amendment PSA-LLP0024 for 64 Robin Street, Newstead to be placed onto the local heritage register.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

Land Use Planning and Approvals Act 1993 (the Act)
Tasmanian Planning Scheme - Launceston & Launceston Local Provisions Schedule

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

11.3. PSA-LLP0012 - Draft Planning Scheme Amendment - Multiple Heritage Listings - S.40K Report (After Being Re-Advertised)

FILE NO: PSA-LLP0012

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

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

DECISION STATEMENT:

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

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

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

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

Council - 3 October 2024 - Agenda Item 11.1 - Section 40K report to consider representations.

RECOMMENDATION:

That Council:

1. In accordance with sections 40K and 40F of the *Land Use Planning and Approvals Act 1993*, notifies the Tasmanian Planning Commission that no representations were received during the public exhibition period for Draft Amendment PSA-LLP0012;
2. Amend certified instrument 2 to reflect correct title reference for 4 Lyttleton Street, East Launceston;
3. Amend certified instrument 3 to reflect correct title reference for 4 Lyttleton Street, East Launceston;

4. Amend certified instrument 4 to reflect correct title reference as well as overlay map for 4 Lyttleton Street, East Launceston;
5. Amend certified instrument 3 to update the datasheet for 58 Holbrook Street, Invermay; and
6. Recommends to the Tasmanian Planning Commission that draft Amendment PSA-LLP0012 be approved with the recommended changes.

REPORT:

1. THE PROPOSAL & HISTORY

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

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

Council resolved to initiate the amendment.

Council then advertised the rezoning between 12 August 2024 and 6 September 2024. One (1) formal representation and two (2) informal forms of correspondence were received. At its meeting on 3 October 2024, Council resolved to make minor changes to the listings. The section 40K report was subsequently sent to the Tasmanian Planning Commission for decision.

On 20 November 2024 Council received a directions letter from the Tasmanian Planning Commission seeking clarification on the number of days the amendment was advertised. The Commission expressed the view that the exhibition period was short on the required 28-day exhibition period and requested confirmation on when re-advertising would occur. Their view was different to Councils previous practice on when to commence the statutory time, with the requirement to publish the advert prior to the exhibition period commencing. Statutory days are calculated based on the relevant sections of the Acts Interpretation Act 1931, and based on the act noting that the counting of days commences after the day it is advertised, the original exhibition period failed to meet the 28 days.

It is noted that this is a new concern that has not been previously raised by the Commission, but notwithstanding in this instance Council accepted the implication and accordingly the application as re-advertised for 28 days, from 2 December 2024 until 9 January 2024. No representations were received during this time. This is the second time that the section 40K report needs to be considered.

2. SUMMARY OF REPRESENTATIONS

Council advertised the amendment for 28 days between 2 December 2024 and 9 January 2025. Whilst no formal representations were received, it is still necessary to consider the concerns raised within the previous report that relate to a mapping error and incorrect title reference.

2.1 - 4 Lyttleton Street

The property identified in the overlay mapping is Launceston Church Grammar on the upper side of Elphin Road, whilst the photos and description of the property within the datasheet show a smaller property on the lower side of Elphin Road.

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

2.2 - 58 Norwood Avenue

Council was made aware that the photo used within the datasheet was out of date.

A revised datasheet with a more up to date photo has been added to the datasheet within certified instrument 3 (Attachment 2).

3. CONCLUSION

There are no reasons for the Council not to proceed with the draft Amendment PSA-LLP0012 with the recommended changes.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

Land Use Planning and Approvals Act 1993 (the Act)

Tasmanian Planning Scheme - Launceston & Launceston Local Provisions Schedule

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. PS A- LL P 0012 - Attachment 1 - Amended Instrument 2 [**11.3.1** - 2 pages]
2. PS A- LL P 0012 - Attachment 2 - Amended Instrument 3 [**11.3.2** - 4 pages]
3. PS A- LL P 0012 - Attachment 3 - Amended Instrument 4 [**11.3.3** - 3 pages]

11.4. DA0339/2024 - 52 Frankland Street, Launceston - Demolition - Demolition of Existing Buildings and Associated Works

FILE NO: DA0339/2024

AUTHOR: Duncan Payton (Town Planner)

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant:	Artas Architects
Property:	52 Frankland Street, Launceston
Zoning:	Community Purpose
Receipt Date:	1/08/2024
Validity Date:	18/12/2024
Further Information Request:	21/08/2024
Further Information Received:	17/12/2024
Deemed Approval:	29/01/2025
Representations:	0

RELEVANT LEGISLATION:

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

STANDARDS REQUIRING PLANNING DISCRETION:

C6.6.1 - P1 - Demolition

C6.6.10 - P1 - Removal, destruction or lopping of trees, or removal of vegetation that is specifically part of a local heritage place

RECOMMENDATION:

That Council:

1. 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 DA0339/2024 - Demolition - demolition of existing buildings and associated works at 52 Frankland Street, Launceston, subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a. Site Demolition Plan, prepared by Artas Architects, project no. 231039, Mental Health Facility, 52 Frankland Street, revision DA01, page A002, dated 25/07/2024
-

- b. Perspective Views, prepared by Artas Architects, project no. 231039, Mental Health Facility, 52 Frankland Street, revision DA01, page A008, dated 25/07/2024
- c. Statement of Historic Heritage Significance and Consideration of Development Concept, prepared by Praxis Environment, 52 Frankland Street, revision v3, dated December 2024
- d. Demolition Traffic Assessment, prepared by GHD, project no. 12624586, 92 Frankland Street, revision 0, dated 29/07/2024
- e. Tree Report, prepared by Frank Rosol, 92 Frankland Street, dated 25/07/2024
- f. Demolition Waste Management Plan, prepared by GHD, project no. 12624586, 92 Frankland Street, revision 0, dated 29/07/2024

2. LOCAL HERITAGE

Prior to the commencement of work a detailed recording of the site and buildings to be demolished be undertaken and a copy provided to the Senior Leader City Development (i.e. a Photographic Archival Recording).

That any salvageable original materials (i.e. bricks, timbers, fireplaces, ceiling roses etc.) from the site are to be retained or recycled for future reuse in accordance with the Waste management Plan.

That a Heritage Interpretation Plan for the site be incorporated into any future development of the site.

3. LEGAL TITLE

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

4. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2024/01005-LCC, dated 27/08/2024 and attached to the permit.

5. 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).

6. PROTECTION OF EXISTING TREES

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

7. 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.

8. WORKS WITHIN/OCCUPATION OF THE ROAD RESERVE

All works in (or requiring the occupation of) the road reserve must be carried out in accordance with a detailed Traffic Management Plan prepared by a qualified person in accordance with the requirements of Australian Standard AS1742. A copy of such plan is to be maintained on site and available for inspection upon request by an Authorised Officer.

The explicit permission of the Executive Leader - Community Assets and Design is required prior to undertaking works where the works:

- a. require a road or lane closure;
- b. require occupation of the road reserve for more than one week at a particular location;
- c. are in nominated high traffic locations; or
- d. involve opening or breaking trafficable surfaces.

Where the work is associated with the installation, removal or modification of a driveway or a stormwater connection, the approval of a permit for such works shall form the explicit approval.

9. TRENCH REINSTATEMENT FOR NEW/ALTERED CONNECTIONS

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

10. VEHICULAR CROSSINGS (& ASSOCIATED FOOTPATH WORKS)

No works to install, remove or modify a vehicular crossing, are to be undertaken without the issue of a Vehicular Crossing Permit for the works. Modification of a vehicular crossing includes any widening of the kerb layback or the driveway apron, in any form whatsoever.

An application for such work must be lodged electronically via the Council eServices web portal or on the approved hard copy form.

All new works must be constructed to Council standards and include all necessary changes to on-street parking and associated signage, alterations to other services including lowering/raising pit levels, upgrading non trafficable trenches to a trafficable standard and/or relocation of services. Permission to alter such services must be obtained

from the relevant authority (eg TasWater, Telstra and TasNetworks, etc.). Where applicable, any redundant crossovers and driveways must be removed once the new driveway and/or crossover works have been completed and use has commenced.

The construction of the new crossover and driveway and removal of the unused crossover and driveway will be at the applicant's expense. Where the driveway crossing works result in changes to existing parking restrictions (bay markings, linemarking and/or signage) these works must be undertaken by Council under an approved Traffic Facilities Plan with the cost of these works to be invoiced to the applicant/developer for payment.

11. 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.

12. OCCUPATION OF ROAD RESERVE (METERED PARKING BAYS)

Prior to the commencement of the occupation of any metered parking spaces associated with the development (including the placement of skips or materials, or the installation of scaffolding) the applicant must obtain the Consent of the Executive Leader - Community Assets and Design. The applicant must pay the prescribed daily fee for each occupied metered space for the duration of the occupation, except where the Council's Senior Leader Health and Compliance permits a variation.

13. PROTECTION OF PIPELINES

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

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

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

14. FACILITIES AND HIGHWAYS BY-LAW

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

15. DEMOLITION

The developer must:

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

16. 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 DA0339/2024. 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.

REPORT:

1. THE PROPOSAL

It is proposed to demolish the substantially modified original residence on the site and its later additions. In addition, the proposal seeks to:

- Remove a garden shed
- Widen the Frankland Street vehicle crossing, including the removal of a street tree and one parking space
- Formation of a vehicle access along the eastern side of the site, from Frankland Street to the rear car parking
- Retain vehicle access to Balfour Place
- Repairs to the retaining wall along the southern end of the eastern boundary
- Remove the driveway to the south and west of the main building
- Remove and cap service infrastructure, other than that required for the Launceston Birth Centre building
- Remove vegetation including trees in southern part of the site
- Retain and protect the avenue of 5 trees within the rear parking area.

2. LOCATION AND NEIGHBOURHOOD CHARACTER



52 Frankland Street Launceston (not to scale)

The subject site is an irregularly shaped parcel consisting of three titles:

- 178414/1 - a 6203m² lot rising by some 6m from Frankland Street to the centre of the site before falling northwards a similar amount. The lot contains the building to be demolished along with driveway works and trees on the southern side to be removed. The 5 trees within the car park on the northern side are to be retained and protected. The existing car park on the northern section of the site will be retained.
- 118827/1 - a 507m² lot, located on the western side of the site, with access from Frankland Rise as well as the main lot to the east. The lot contains the Launceston Birth Centre building which will be retained.
- 146528/1 - a 470m² lot, located in the south-west corner of the site and generally covered with vegetation intended to be removed. Trees will be removed in a manner to facilitate their future reuse elsewhere.

The site is surrounded by a range of dwelling types, several of which are used for professional services. Opposite the site, on the southern side of Frankland Street is the Launceston General Hospital.

3. PLANNING SCHEME REQUIREMENTS

The assessment against the Tasmanian Planning Scheme - Launceston is detailed in Attachment 1.

4. REFERRALS

REFERRAL	COMMENTS
INTERNAL	
Community Assets and Design	Conditions recommended.
Environmental Health	Conditions recommended.
Heritage/Urban Design	Condition recommended.
Building and Plumbing	Standard notes recommended for the permit.
EXTERNAL	
TasWater	Application referred to TasWater and conditional consent provided by Submission to Planning Authority Notice TWDA 2024/01005-LCC dated 27/08/2024.
State Growth	N/A
TasFire	N/A
Tas Heritage Council	N/A
Crown Land	Consent provided pursuant to s.52 of the Act.
TasRail	N/A
EPA	N/A
Aurora	N/A

5. REPRESENTATIONS

Pursuant to Section 57 of the Land Use Planning and Approvals Act 1993, the application was advertised for a 14 day period from 21 December 2024 to 14 January 2025. No representations were received.

6. CONCLUSION

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

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

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

STRATEGIC DOCUMENT REFERENCE:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. DA0339-2024 - 52 Frankland Street Launceston - Application Documents [11.4.1 - 170 pages]
2. DA0339-2024 - 52 Frankland Street Launceston - Tas Water SPAN [11.4.2 - 2 pages]
3. DA0339 2024 52 - Frankland Street Launceston Planning Scheme Assessment [11.4.3 - 5 pages]

12. ANNOUNCEMENTS BY THE MAYOR

12.1. Mayor's Announcements

FILE NO: SF2375

Thursday, 12 December 2024

- Chaired City of Launceston Annual General Meeting, Council Chambers, Launceston

Friday, 13 December 2024

- Presented Award at the Brooks High School Presentation Assembly, School Gymnasium, Rocherlea
- Officiated for the Gentle Protagonist: Art of Michael McWilliams exhibition opening, Queen Victoria Museum and Art Gallery, Royal Park, Launceston

Saturday, 14 December 2024

- Attended the Charity Cherry Auction, Harvest Market, Launceston
- Officiated for the 30th Anniversary ArtRage Launch, Queen Victoria Museum and Art Gallery, Royal Park, Launceston
- Tossed the Coin for Gridiron Tasmania - Tiger Bowl, Royal Park, Launceston
- Attended performance of *Wizard of Oz* by Launceston Musical Society, Princess Theatre, Launceston

Wednesday, 18 December 2024

- Attended Grade 6 Presentation Assembly, Ravenswood Heights Primary School Gymnasium, Ravenswood
- Attended Our Balls S. Christmas event, 75 St John Street, Launceston

Friday, 20 December 2024

- Attended Tyler Village Christmas event, Prospect

Saturday, 21 December 2024

- Attended Hurricanes V Scorchers, Ninja Stadium, Bellerive

Sunday, 22 December 2024

- Officiated at Carols by Candlelight 2024, City Park, Launceston

Wednesday, 25 December 2024

- Officiated at Launceston Community Christmas, Door of Hope, Launceston

Friday, 27 December 2024

- Attended start of Launceston to Hobart Yacht Race, Tamar Yacht Club Marina, Beauty Point
-

Saturday, 28 December 2024

- Officiated at Christmas Track Carnival, Silverdome, Prospect

Tuesday, 31 December 2024

- Attended Beerfest, Royal Park, Launceston

Wednesday, 1 January 2025

- Attended Hurricanes verses Sixers, Ninja Stadium, Bellerive

Thursday, 2 January 2025

- Attended TASTE, Salamanca, Hobart

Friday, 3 January 2025

- Met Professor Michael O'Flaherty, Commissioner for Human Rights, Council of Europe at Riverside

Thursday, 9 January 2025

- Attended Hobart International, Domain Tennis Centre, Queens Domain, Hobart

Friday, 10 January 2025

- Attended Jack Jumpers game, MyState Arena, Hobart

Tuesday, 14 January 2025

- Attended Dr Sajet from Smithsonian Institute Gallery Lecture, Tramshed Function Centre, Invermay
- Attended Queen Victoria Museum and Art Gallery Arts Foundation dinner, Stillwater, Launceston

Monday, 20 January 2025

- Attended Tasmania Zoo with the Thylacine Committee, Riverside

Wednesday, 22 January 2025

- Officiated at City of Launceston Community Recognition Awards 2025, Town Hall, Launceston
-

13. COUNCILLORS' REPORTS

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

14. QUESTIONS BY COUNCILLORS

14.1. Councillors' Questions on Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 30

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

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

14.2. Councillors' Questions Without Notice

Local Government (Meeting Procedures) Regulations 2015 - Regulation 29

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

15. NOTICES OF MOTION

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

15.1. Notice of Motion - Councillor T G Walker - Provision of Multi-storey Parking in the CBD on Boxing Day - 14 January 2025

FILE NO: SF5547

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider a Notice of Motion submitted by Councillor T G Walker regarding investigating options for the provision of free multi-storey parking in the central business district on Boxing Day and the feasibility of providing parking on other public holidays.

RELEVANT LEGISLATION:

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

RECOMMENDATION:

That Council:

1. notes the demand for parking on Boxing Day in the Central Business District;
 2. investigate options for providing parking in the Central Business District on Boxing Day at the following locations:
 - (a) Paterson Street East Car Park, located at 1-15 Paterson Street, Launceston
 - (b) Paterson Street West Car Park, located at 79-83 Paterson Street, Launceston
 - (c) Elizabeth Street Car Park, located at 32 Elizabeth Street, Launceston;
 3. investigate the feasibility of providing parking on other public holidays; and
 4. report findings back to a Council meeting within three months of this motion.
-

REPORT:

Background

The motion represents what I believe most Councillor's thought when Boxing Day sales led to a high demand for parking spaces in the CBD. Councillor's have heard the frustration that was expressed by shoppers because of the increased success of the sale day. Indeed, I am sure council staff see that a change is needed. While Launceston Council has not previously opened its off street car parks on public holidays, it's time to address this.

To that end, this is not a personal notice of motion. It was initially suggested by Councillor Pentridge and was given encouragement by every other Councillor I have spoken to. It could have been put forward by any one of them; Councillor's Dawkins, Harris, Kai, McKenzie, McMahon, and Palmer. I'm happy for a discussion around the details contained within, which leaves the 'boom gate' open on the logistical issues of fees, times and potentially other public holidays.

It is important for the community to know that their concerns are heard, and that Councillor's and council are ready to work together to make the necessary changes. This collegiate response is a great start to 2025.

OFFICER COMMENTS:

Lee Simmons (Team Leader Parking)

Council understands the increased demand created by the exponentially popular Boxing Day sales and the need for operational requirements to evolve, ensuring Council remains innovative and agile enough to facilitate meeting these demands.

There are however multiple considerations regarding public safety due the traffic flow limiting design of our car parks, the outdated incumbent infrastructure in the car parks and the need to officially classify the Parking Team as essential workers.

Parking have been working toward modernising Council's infrastructure and streamlining operations to ensure we can become more agile in responding to changing consumer demands and look forward to collaborating with Councillors in expanding operations to meet the public expectation.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

It is intended that the provision of free multi-storey parking will promote increased visitation and activation to the Launceston Central Business District.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014-2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Budget and financial implications will be incorporated into the report to Council.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Notice of Motion - Councillor T G Walker - Provision of Multi- Storey Parking in the Central Busines [15.1.1 - 2 pages]

16. COMMITTEE REPORTS

No Committee Reports have been identified as part of this Agenda

17. CONNECTIONS AND LIVEABILITY

17.1. Quarterly Report - Community and Place Network

FILE NO: SF5784

AUTHORS: Justin Dale (Senior Leader Community Connections), Richard Jamieson (Senior Leader City Development), Fleur Marshall (Senior Leader Stakeholder Experience), Dearne Morrison (Social Recovery Officer), David Mullenger (Senior Leader Health and Compliance), Angie Hart (Acting Senior Leader Liveable Communities)

APPROVER: Leanne Purchase (Acting Executive Leader Connections and Liveability)

DECISION STATEMENT:

To receive a report about activities of the Community and Place Network between 1 October and 31 December 2024.

RELEVANT LEGISLATION:

Not applicable.

RECOMMENDATION:

That Council:

1. receives the Community and Place Network Quarterly Report for the period 1 October to 31 December 2024.
-

REPORT:

UPDATE FROM ACTING EXECUTIVE LEADER

This will be the last report to the Council on the activities of the Community and Place Network ahead of the team's transition to Connections and Liveability.

In addition to the many deliverables, achievements and events discussed in the report that follows, I would like to draw the Council's attention to the signing of the City of Launceston's Statement of Commitment to the safety of children and young people. The Statement of Commitment was signed at an event held at Town Hall on National Survivors' Day, held in partnership within Good Faith Foundation. The Statement of Commitment is a foundation for the important work that the organisation will be undertaken in 2025 around compliance with the Child and Youth Safe Organisations Framework.

BUSINESS ENTERPRISES

Launceston Leisure and Aquatic Centre (LAC)

Learn to Swim

Learn to Swim enrolments have risen this quarter with a record peak of 2,504 enrolments. The Learn to Swim program has finished for the year and will recommence in February 2025. We once again have a sold-out holiday learn to swim program happening at the Launceston Aquatic Centre and for the first time have offered a Swim & Survive learn to swim program at the Lilydale Pool.

LAFit

LAFit memberships have continued to grow, there are currently 1,379 active members and 95 members who have suspended for the Christmas period totalling 1,475 members. The gym has completed a capital project this quarter having successfully installed 14 new pieces of strength equipment as well as implementing virtual group fitness classes, offering virtual Les Mills the Trip, Les Mills Sprint and Les Mills RPM. The virtual experience will be topped off in early February with the delivery and installation of 20 Brand New "Phantom" bike studio bikes. LAFit will be the first site in Australia to have these bikes. With three new group fitness instructors coming onboard, LAFit has been able to revamp the group fitness timetable and is beginning to offer a broader variety of group fitness classes.

Aquatic Memberships

Aquatic memberships have slightly increased with a total of 1,425 Aquatic members. This includes 34 current suspensions.

Lilydale Pool

The Lilydale Pool has been painted, and the toddler pool has been reopened with new paint and upgrades to its plant. The toddler pool now has a stand-alone water treatment and heating system. Upgrades have also been made to the water treatment system for the main pool which now operates on the same automatic dosing system as the Aquatic Centre.

Ariarne Titmus Scholarship

The Ariarne Titmus scholarship was presented to Isabel Perry who made a very strong impression on the interview during the application process. Isabel was presented with her award at a ceremony at the Aquatic Centre with Mayor Councillor Garwood, Councillor Cai and Councillor Palmer. Isabel's name now proudly sits beside inaugural winner Abbey King on a shield at the pool entry.

Carr Villa Memorial Park

The Carr Villa Team undertook 49 burial services, 106 cremations, and placed over 70 sets of ashes during this last quarter. The Client Services Team met with over 70 families, coordinating the purchase of 97 ash placement locations, 20 pre-purchased 'Right of Burial's', and coordinating over 250 memorial bronze plaques. The Carr Villa site was attended by over 24,000 visitors, with Christmas Day drawing the largest visitation.

The team continues to make significant progress in achieving year one actions as part of the Carr Villa Memorial Park Cemetery Management Plan 2024-2028. This operational plan serves as a comprehensive guide for the management, operation, and the strategic planning of cemetery services for the Launceston and Northern Tasmania community. Key accomplishments included:

- Development of a Marketing and Engagement Plan.
- Commenced the development of a draft site Masterplan.
- Commenced the review process of the Cemetery and Crematorium Policy.
- Implementation of a management strategy for excess clay across site.
- Review and enhancement of rose care maintenance practices.
- Annual review and finalisation of the Site Hazards Risk Management Plan.
- Introduction of contractor management processes.
- Establishment of individualised Team Development and Training Plans, including psychological safety support.

Strong progress has been made across all remaining year one action items, demonstrating a commitment to the plan's objectives and the community it serves.

An important year one action is the development of a draft masterplan for Carr Villa Memorial Park, which is well advanced. The consultation phase of the project is now complete following extensive community engagement activities conducted through the Tomorrow Together platform. The Project has now entered stage 3 'the design phase' and is supported by a Multi-Criteria Assessment (MCA) process. This decision-making framework is being used to evaluate and determine the most appropriate use of undeveloped land within the site for future interment purposes. The MCA process is expected to conclude in early 2024, as participants finalise their assessments. This rigorous approach ensures the draft masterplan is developed with confidence, aligning with the project's principles and vision while respecting the site's natural values. The project team is on track to present a draft masterplan for Council's review in March 2024.

During this quarter we have also seen Carr Villa open its doors to the community, with tours running in conjunction with Seniors Week, as well as the site holding its first open day. These activities are designed to educate the community, to help people feel more comfortable and well-informed about their loved ones or their own end-of-life arrangements. These educational activities will continue into 2025.

CITY DEVELOPMENT

PlanBuild Platform

PlanBuild is live for City of Hobart, TasWater and Heritage Tasmania. Our team recently met with Hobart to discuss the challenges and initial teething issues they have encountered during the platform's adoption. We will maintain regular contact with Hobart to monitor their progress in refining the system. For now, we will wait for further improvements to the platform to ensure it meets our needs before considering implementation.

Development Applications (DA) Update

121 DAs approved to the value of \$76,060,922. Total new dwelling approvals is 29. Total new lots approved is 17.

St Leonards and Waverley Neighbourhood Plan and Infrastructure Funding Framework

Mesh was engaged as lead consultant on this project and is supported by a team of specialist subconsultants. 'Visioning' workshops were held 16-17 October 2024 with staff from Council, consultants and external stakeholders. The outputs included the identification of key themes, issues and opportunities from the various perspectives and scoping of the potential options for how the neighbourhood plan can respond.

The first round of community engagement commenced on 7 November 2024 and closed on 6 December 2024. Council's community engagement website, Tomorrow Together, was used for the engagement and includes a project page which contains project information, a survey, frequently asked questions, contact details and a project timeline. The intent of this initial phase of engagement was to restart the conversation with the community on planning for their suburbs, and to confirm the key values that were identified in the visioning workshops. It was an opportunity to confirm what the community told us previously, and to identify any additional values that may not have been captured.

Engagement was targeted at those who live, work and visit St Leonards and Waverley. Over 400 survey responses were received. A community engagement summary report is being prepared by ERA Planning & Environment on the insights and feedback captured in the first round of engagement. These findings will be presented to a Council workshop in January 2025.

Mesh presented their Draft Refined Plan to the internal project team at the end of November 2024. This first draft will continue to be refined following receipt of final technical reports, targeted stakeholder engagement, and feedback from the internal project reference group on the project.

The Draft Neighbourhood Plan and Infrastructure Funding Framework is currently being prepared, and the second round of community engagement is scheduled for March-April 2025.

South Prospect rezoning applications

The two applications for rezoning are currently on hold with requests for further information. These applications are being assessed externally by a consultant planner for objectivity. Council officers, together with the engaged consultant planner, are working with the developers and relevant State Government Departments to progress the work required.

Building Height and Massing Project

Urbis was engaged and has been working with specialist experts to progress the project. An expert panel of architects and planners undertook 'stretch testing' the draft built form controls. Urbis presented to council workshop on 14 November 2024. Community engagement on the draft built form controls and accompanying building design guidelines is likely to occur in the second quarter of 2025.

Launceston Housing Strategy

REMPLAN was engaged on 26 September 2024 and has been working on the preparation of a draft Housing Strategy to provide an overarching plan to guide the short and medium-term dwelling growth in the municipality.

An internal workshop with key Council staff was held on 22 October 2024 to involve a broad range of individuals across Council networks and identify the key challenges and opportunities to providing housing in Launceston. Further engagement with community housing providers in the following month to understand the challenges and opportunities with social, community and affordable housing options.

Community engagement on the draft Housing Strategy is anticipated to occur by 30 April 2025 to ascertain the sentiment of the broader community for actions outlined in the Strategy.

Levee Protected Areas Project

The Levee Protected Areas Specific Area Plan went to the Council Meeting on 12 December 2024 for initiation of the planning scheme amendment. The amendment was initiated by the Council and will be publicly exhibited in accordance with the *Land Use Planning and Approvals Act 1993* in early 2025.

Development Applications

Application ID	Primary Property	Full Details	Estimated Cost \$
DA0424/2024	Princess Theatre, 55-57 Brisbane Street, LAUNCESTON TAS 7250	Community Meeting and Entertainment – Redevelopment of the Princess Theatre and Earl Arts Centre	30,000,000.00
DA0418/2024	22 McHugh Street, KINGS MEADOWS TAS 7249	Business and Professional Services - Demolish part of the existing health centre and construction of a building, alterations and extensions to the existing building and site	7,500,000.00
DA0408/2023	207-215 Charles Street, LAUNCESTON TAS 7250	Business and Professional Services and Food Services - Construction of a three-storey building for office and food services use, including on-site parking, access and associated works and the consolidation of three titles into one and creation of a road lot	5,500,000.00
DA0455/2024	61-73 St Leonards Road, St LEONARDS TAS 7250	Storage - Staged construction of four buildings (bulky goods sales) and construction of alterations and additions to an existing building (awning extension)	3,600,000.00
DA0466/2024	16-30 Waverley Road, Waverley (CT187217/6) WAVERLEY TAS 7250	Storage - Construction of 25 storage units	2,500,000.00

DA0427/2024	21 Haig Street, MOWBRAY TAS 7248	Business and Professional Services - Change of use to an office for a community-based organisation and construction of internal alterations to an existing building to the south (Building A); Community Meeting and Entertainment - Construction of alterations and additions to the existing building to the north (Building B)	1,500,000.00
DA0284/2024	194-196 Wellington Street, SOUTH LAUNCESTON TAS 7249	Business and Professional Services - Alterations and additions to an existing building and change of use to medical centre (radiology) and offices	1,000,000.00
DA0459/2024	22 Negara Street, NORWOOD TAS 7250	Residential - Construction of a dwelling and front fence	1,000,000.00
DA0464/2024	7 Saxum Road, SWAN BAY TAS 7252	Residential - Construction of a dwelling and an outbuilding including vegetation removal, and re-vegetation planting	932,015.00
DA0420/2024	22-24 Holbrook Street, INVERMAY TAS 7248	Bulky Goods Sales - Construction of a warehouse and associated works, including signage	860,000.00
DA0433/2024	92 Granville Street, WEST LAUNCESTON TAS 7250	Residential - Construction of an additional dwelling	800,000.00
DA0407/2024	87 Solis Rise, SWAN BAY TAS 7252	Residential - Construction of a dwelling, including vegetation removal (retrospective)	750,000.00
DA0423/2024	44-48 Bathurst Street, LAUNCESTON TAS 7250	General Retail and Hire - Construction of alterations and additions to a bottle shop; Subdivision - Consolidation of two lots	750,000.00
DA0272/2024	385-389 Invermay Road, MOWBRAY TAS 7248	General Retail and Hire - Construction of alterations and additions to a shop to allow the additional use of a bottle shop, and installation of illuminated signage	740,000.00
DA0365/2024	6 Dolerite Drive, KINGS MEADOWS TAS 7249	Service Industry - Car wash; Construction of a building; Food services - Placement of a container (take away coffee); Signs - Install a Pylon Sign	700,000.00
DA0373/2024	92 Parkfield Drive, YOUNGTOWN TAS 7249	Residential - Construction of a dwelling	650,000.00

DA0441/2024	92 Doaks Road, LILYDALE TAS 7268	Residential - Construction of a dwelling and outbuilding with access over 94 Doaks Road	650,000.00
DA0473/2024	6 Ebba Place, KINGS MEADOWS TAS 7249	Residential - Construction of a dwelling and an outbuilding	650,000.00
DA0361/2024	1158 Windermere Road, SWAN BAY TAS 7252	Residential - Construction of a dwelling and removal of vegetation	623,710.00
DA0488/2024	35 Towers Drive, ST LEONARDS TAS 7250	Residential - Construction of a dwelling, carport and garage	623,000.00
DA0338/2024	15 Sienna Place, YOUNGTOWN TAS 7249	Residential - Construction of two dwellings	600,000.00
DA0398/2024	Launceston Mitsubishi, 141-145 Invermay Road, INVERMAY TAS 7248	Bulky Goods Sales - Partial demolition, construction of a showroom and workshop, alterations and additions to an existing showroom, installation of illuminated signage, changes to the parking layout and consolidation of three lots into one	600,000.00
DA0403/2024	3 Kiln Court, ST LEONARDS TAS 7250	Food Services, Research and Development - Change of use of the ground floor to a café and the 1st and 2nd floors to research and development, construction of alterations and additions to an existing building; and installation of new signage	600,000.00
DA0458/2024	21 Sanwae Drive, SWAN BAY TAS 7252	Residential - Construction of a dwelling and an outbuilding	600,000.00
DA0394/2024	46 Benvenue Road, ST LEONARDS TAS 7250	Residential - Construction of a dwelling	550,000.00
DA0316/2024	67 Parkfield Drive, YOUNGTOWN TAS 7249	Residential - Construction of two dwellings	500,000.00
DA0333/2024	6 Middle Street, LAUNCESTON TAS 7250	Residential - Construction of one additional dwelling; Partial demolition of the existing dwelling	500,000.00
DA0385/2024	38B Prospect Street, PROSPECT TAS 7250	Residential - Construction of a dwelling with ROW access over 38A and 40 Prospect Street	500,000.00
DA0416/2024	29 Hart Street, NEWSTEAD TAS 7250	Residential - Construction of an additional dwelling	500,000.00

DA0436/2024	70 Parkfield Drive, YOUNGTOWN TAS 7249	Residential - Construction of a dwelling	500,000.00
DA0443/2024	204 St Leonards Road, ST LEONARDS TAS 7250	Residential - Construction of an additional dwelling	500,000.00
DA0501/2024	2 Galvin Street, SOUTH LAUNCESTON TAS 7249	Residential - Construction of a dwelling, a secondary residence, a carport and an outbuilding	500,000.00
DA0363/2024	Riverbank Reserve, 55A Lindsay Street, INVERMAY TAS 7248	Passive Recreation – Development of a pump track	498,722.80
DA0497/2024	5 Bond Street, KINGS MEADOWS TAS 7249	Residential - Construction of an additional dwelling	450,000.00
DA0463/2024	12 Mann Street, INVERMAY TAS 7248	Residential - Construction of an additional dwelling	391,000.00
DA0414/2024	Bungawitta Child Care Centre, 15 Woodland Grove, NEWNHAM TAS 7248	Education and occasional care - Construction of alterations and additions to the existing childcare centre	390,000.00
DA0472/2024	18 Wyett Street, WEST LAUNCESTON TAS 7250	Residential - Construction of an additional dwelling with access over 44 Hill Street	350,000.00
DA0510/2024	9 Wylrose Place, SOUTH LAUNCESTON TAS 7249	Residential - Construction of alterations and additions to a dwelling	350,000.00
DA0432/2024	781 East Tamar Highway, DILSTON TAS 7252	Resource Development - Partial demolition and construction of a new outbuilding	345,000.00
DA0271/2024	345 Wellington Street, SOUTH LAUNCESTON TAS 7249	Subdivision - Consolidation of two lots into one lot, including the construction of associated infrastructure services within the site at 345 & 341-343 Wellington Street; Residential - Demolition of existing building at 345 Wellington Street and construction of a new dwelling	300,000.00
DA0371/2024	22 Visum Chase, SWAN BAY TAS 7252	Residential - Construction of a dwelling and outbuilding	300,000.00

DA0388/2024	16 Verdun Street, MOWBRAY TAS 7248	Residential - Construction of alterations and additions to a dwelling, construction of a carport and front fence 2m high	300,000.00
DA0456/2024	13 Arundel Street, NEWSTEAD TAS 7250	Residential - Demolition of two outbuildings and construction of a secondary residence	300,000.00
DA0479/2024	48 Bill Grove, MOWBRAY TAS 7248	Residential - Construction of a dwelling and an outbuilding	300,000.00
DA0484/2024	14 Wilson Street, SOUTH LAUNCESTON TAS 7249	Residential - Construction of alterations and additions to a dwelling	300,000.00
DA0369/2024	4 Walnut Grove, SUMMERHILL TAS 7250	Residential - Construction of an additional dwelling	280,000.00
DA0408/2024	3 Philip Street, EAST LAUNCESTON TAS 7250	Residential - Construction of alterations and additions to a dwelling	250,000.00
DA0477/2024	29 Welman Street, LAUNCESTON TAS 7250	Residential - Construction of alterations and additions to a dwelling and construction of a two-storey outbuilding	250,000.00
DA0485/2024	Heritage Forest, 50 Lamont Street, INVERMAY TAS 7248	Sports and Recreation - Construction of alterations and additions to clubrooms	225,000.00
DA0259/2024	268 Los Angeles Road, SWAN BAY TAS 7252	Subdivision - Subdivide one lot into four lots	200,000.00
DA0359/2024	YmcA, 8A Blaydon Street, KINGS MEADOWS TAS 7249	Community Meeting and Entertainment - Partial change of use of site to a neighbourhood centre	200,000.00
DA0382/2024	9 Denison Road, WEST LAUNCESTON TAS 7250	Residential - Construction of a dwelling	200,000.00
DA0387/2024	558 Brown Mountain Road, UNDERWOOD TAS 7268	Residential - Construction of a dwelling	200,000.00
DA0483/2024	103 Sherborne Drive, DILSTON TAS 7252	Residential - Construction of a dwelling and an outbuilding	200,000.00
DA0425/2024	341-349 Hobart Road, YOUNGTOWN TAS 7249	Manufacturing and Processing - Construction of alterations and additions to a building	165,000.00

DA0435/2024	46-48 Pedder Street, SOUTH LAUNCESTON TAS 7249	Visitor Accommodation - Change of use to short-term accommodation (Retrospective)	150,000.00
DA0494/2024	1000/4-14 Waverley Road, WAVERLEY TAS 7250	Storage - Construction of a storage shed	150,000.00
DA0499/2024	14 Kertch Road, ST LEONARDS TAS 7250	Residential - Demolition of a carport and construction of alterations and additions to a dwelling	120,000.00
DA0448/2024	107 Frankland Street, LAUNCESTON TAS 7250	Residential - Construction of alterations and additions to a dwelling	100,000.00
DA0453/2024	65A Bourke Street, LAUNCESTON TAS 7250	Residential - Partial demolition, construction of alterations and additions to a dwelling and construction of a crossover with ROW access over 65 Bourke St	100,000.00
DA0434/2024	178 Peel Street West, SUMMERHILL TAS 7250	Business and Professional Services - Change of use to a Medical Centre with access over 176 and 180 Peel Street West	90,000.00
DA0490/2024	19 Burns Street, INVERMAY TAS 7248	Residential - Demolition of existing shed and construction of an outbuilding	80,000.00
DA0487/2024	Ormlington, 203 Glenwood Road, RELBIA TAS 7258	Residential - Construction of a pool	77,500.00
DA0325/2024	26A Ravenswood Road, RAVENSWOOD TAS 7250	Residential - Construction of an outbuilding, a carport, and a verandah (all retrospective).	75,000.00
DA0399/2024	91 Relbia Road, RELBIA TAS 7258	Residential - Construction of alterations and additions to a dwelling	65,000.00
DA0312/2024	55 Sandown Road, NORWOOD TAS 7250	Sports and Recreation - Construction of an outdoor recreation facility including sauna, spa and ice bath	50,000.00
DA0346/2024	The Lido Boutique Apartments, 2/47-49 Elphin Road, LAUNCESTON TAS 7250	Residential - Construction of alterations to an existing multiple dwelling	50,000.00
DA0449/2024	24 Solis Rise, SWAN BAY TAS 7252	Residential - Construction of extensions to the existing outbuilding	40,000.00
DA0519/2024	29 Kootara Place, TREVALLYN TAS 7250	Residential - Construction of an outbuilding	40,000.00

DA0411/2024	495 Golconda Road, LEBRINA TAS 7254	Residential - Construction of an outbuilding	39,000.00
DA0381/2024	89-95 Invermay Road, INVERMAY TAS 7248	Bulky Goods Sales - Change of use to showroom	30,000.00
DA0421/2024	32 Talbot Road, SOUTH LAUNCESTON TAS 7249	Residential - Demolition of a deck, and construction of alterations and additions to a dwelling	30,000.00
DA0480/2024	267 Relbia Road, RELBIA TAS 7258	Residential - Construction of an outbuilding	30,000.00
DA0430/2024	23 Cornwall Crescent, NEWNHAM TAS 7248	Residential - Demolition of an outbuilding and construction of a carport and outbuilding	23,390.00
DA0367/2024	88 Canning Street, WEST LAUNCESTON TAS 7250	Residential - Construction of alterations and additions to a dwelling with right of way access over 90 & 92 Canning Street	20,000.00
DA0428/2024	2 Brewer Place, INVERMAY TAS 7248	Demolition - Demolition of a dwelling	20,000.00
DA0471/2024	Rossetto Tiles, 80-82 Invermay Road, INVERMAY TAS 7248	Bulky Goods Sales - Construction of alterations and addition to a showroom and installation of a pole sign	20,000.00
DA0508/2024	316-320 Invermay Road, MOWBRAY TAS 7248	Sports and Recreation - Alterations to approved landscaping to use additional fill as an earth berm	20,000.00
DA0125/2023	12 Trevallyn Road, TREVALLYN TAS 7250	Residential - Construction of alterations and additions to an existing outbuilding	18,500.00
DA0405/2024	51 Glen Dhu Street, SOUTH LAUNCESTON TAS 7249	Service Industry - Demolish existing carport and construction of a carport	17,200.00
DA0372/2024	106 Elizabeth Street, LAUNCESTON TAS 7250	General Retail and Hire - Construction of alterations to the shop facade	15,000.00
DA0393/2024	4 Kiln Court, ST LEONARDS TAS 7250	Signs - Install two new wall signs	15,000.00
DA0426/2024	East Tamar Primary School, 30C Hargrave Crescent, MAYFIELD TAS 7248	Education and Occasional Care - Construction of alterations and additions to a building	15,000.00

DA0502/2024	2/7 Raglan Street, YOUNGTOWN TAS 7249	Residential - Construction of alterations and additions to a dwelling	11,063.00
DA0429/2024	248 Charles Street, LAUNCESTON TAS 7250	Residential - Construction of alterations and additions to a dwelling	10,000.00
DA0523/2024	1/4 Birdwood Street, MOWBRAY TAS 7248	Residential - Construction of alterations and additions to a multiple dwelling	8,321.00
DA0468/2024	9 Elphin Road, LAUNCESTON TAS 7250	Residential - Construction of alterations and additions to a dwelling (Partially retrospective)	5,000.00
DA0500/2024	Transport & Safety Centre, 47-67 Lawrence Vale Road, SOUTH LAUNCESTON TAS 7249	Signs - Installation of a ground-based sign	2,000.00
DA0457/2024	68 Canning Street, LAUNCESTON TAS 7250	Visitor Accommodation - Change of use to short-term accommodation	500.00
DA0053/2022	10 Tulloch Street, NEWSTEAD TAS 7250	Subdivision - Subdivide one lot into two lots	0.00
DA0210/2024	56 Geiss Road, TUNNEL TAS 7254	Subdivision - Subdivide one lot into three lots	0.00
DA0321/2024	16 Canning Street, LAUNCESTON TAS 7250	Subdivision - Boundary adjustment between two lots	0.00
DA0343/2024	49 Gorge Road, TREVALLYN TAS 7250	Subdivide one lot into two lots and demolition of two sheds	0.00
DA0351/2024	23 Binalong Avenue, ST LEONARDS TAS 7250	Subdivision - Subdivide one lot into two lots and demolition of a carport	0.00
DA0362/2024	21 Patrick Street West, SOUTH LAUNCESTON TAS 7249	Visitor Accommodation - Change of use to short term accommodation (Unit 2 & 3)	0.00
DA0389/2024	114 Elizabeth Street, LAUNCESTON TAS 7250	Visitor Accommodation - Partial change of use to short-term accommodation	0.00
DA0396/2024	71A Balfour Street, LAUNCESTON TAS 7250	Visitor Accommodation - Change of use to short-term accommodation	0.00
DA0402/2024	24 Bedford Street, INVERMAY TAS 7248	Visitor Accommodation - Change of use to short-term accommodation	0.00

DA0406/2024	9 Innes Street, LAUNCESTON TAS 7250	Visitor Accommodation - Change of use to short-term accommodation	0.00
DA0409/2024	5 Granville Street, WEST LAUNCESTON TAS 7250	Visitor Accommodation - Change of use to short-term accommodation	0.00
DA0412/2024	59 Brisbane Street, LAUNCESTON TAS 7250	Educational and Occasional Care - Change of use of tenancy 'Suite C' to drama studio	0.00
DA0417/2024	32 Maitland Street, LAUNCESTON TAS 7250	Subdivision - Boundary adjustment between 3 lots	0.00
DA0419/2024	8 Frankland Rise, LAUNCESTON TAS 7250	Visitor Accommodation - Change of use to short-term accommodation	0.00
DA0422/2024	1 Maitland Street, LAUNCESTON TAS 7250	Visitor Accommodation - Change of use to short-term accommodation	0.00
DA0431/2024	7 North Street, SOUTH LAUNCESTON TAS 7249	Visitor Accommodation - Change of use to short-term accommodation	0.00
DA0437/2024	257 Westbury Road, PROSPECT TAS 7250	Subdivision - Boundary adjustment between two lots	0.00
DA0438/2024	175 York Street, LAUNCESTON TAS 7250	Visitor Accommodation - Change of use to short-term accommodation with ROW over 170 - 178 Elizabeth Street	0.00
DA0439/2024	4 Hymath Place, NORWOOD TAS 7250	Subdivision - Subdivide one lot into two lots; Stormwater connection through 45 Hingston Crescent; Demolition - Demolition of an outbuilding	0.00
DA0444/2024	62 Talbot Road, SOUTH LAUNCESTON TAS 7249	Subdivision - Subdivide CT 125162/5 (62 Talbot Road) into two lots and consolidate the balance lot with CT 151274/0 (64A Talbot Road)	0.00
DA0445/2024	35 Delamere Crescent, TREVALLYN TAS 7250	Visitor accommodation - Change of use to short-term accommodation	0.00
DA0447/2024	1/1 Chungon Crescent, SOUTH LAUNCESTON TAS 7249	Visitor Accommodation - Change of use to short-term accommodation	0.00

DA0450/2024	99 Elphin Road, NEWSTEAD TAS 7250	Residential - Change of use of the existing church building to home-based business and signage (Retrospective)	0.00
DA0457/2023	6 Reservoir Road, ROCHERLEA TAS 7248	Subdivision - Subdivide one lot into four lots	0.00
DA0467/2024	59 Bourke Street, LAUNCESTON TAS 7250	Visitor Accommodation - Change of use to short-term visitor accommodation	0.00
DA0469/2024	16 Sienna Place, YOUNGTOWN TAS 7249	Subdivision - Subdivide one lot into four lots	0.00
DA0476/2024	43 McKenzie Street, MOWBRAY TAS 7248	Service Industry - Change of use of a warehouse to a auto glass repair shop	0.00
DA0498/2024	345 Mountain Road, LILYDALE TAS 7268	Subdivision - Subdivide one lot into two lots	0.00
DA0505/2024	6 Frederick Street, LAUNCESTON TAS 7250	Visitor Accommodation - Change of use to short-term accommodation	0.00
DA0506/2024	13 Vernon Street, SOUTH LAUNCESTON TAS 7249	Visitor Accommodation - Change of use to short-term accommodation	0.00
DA0507/2024	3 Ashby Street, EAST LAUNCESTON TAS 7250	Visitor Accommodation - Change of use to short-term accommodation	0.00
DA0545/2024	111 Elphin Road, NEWSTEAD TAS 7250	Residential - Change of use to home-based business	0.00

COMMUNITY RELATIONS

Communications

Communications progressed the development of a new corporate brand strategy, which guides the future use of corporate logos, signage, and marketing collateral for our organisation. The new strategy and guidelines will be finalised in the first quarter of 2025.

Work is also close to complete on the development of a new Recruitment Marketing Strategy. This strategy aims to elevate the City of Launceston as a recognisable and desirable employer, attracting a broad range of talented and engaged professionals.

The team issued 31 media releases during the quarter, informing the public on important Council decisions relating to City Park's macaques, the Princess Theatre and Earl Arts Centre Complex redevelopment project, and the transfer of ownership of UTAS Stadium among many others.

Meanwhile, we oversaw continued growth among our social media audiences, notably a 250 per cent year-on-year increase in our audience growth on LinkedIn, and a 488 per cent increase in video views across all social media channels.

The team led the communications for a range of Council initiatives including:

- Lighting of the Christmas Tree event in the Brisbane St Mall
- New Carols by Candlelight event in City Park
- St Leonards and Waverley Neighbourhood Plan development
- Upcoming Community Recognition Awards.

Launceston Visitor Information Centre (LVIC)

The LVIC welcomed 16,747 visitors during the quarter and generated \$116,569 in revenue for local tourism operators, reinforcing its vital role in supporting the local visitor economy and promoting regional tourism.

The centre also achieved significant recognition by winning GOLD for Visitor Information Services at the Tasmanian Tourism Awards on 8 November 2024 at Wrest Point Casino. In March, the LVIC will represent Tasmania on the national stage at the Australian Tourism Awards in Adelaide.

This quarter included the approval of the grant acquittal by Tourism Tasmania, which provides funding to support the LVIC in:

- operating as the Launceston Visitor Information Centre; and
- delivering a statewide visitor information and booking service to promote regional dispersal of visitors.

As part of the acquittal process, the 2024/25 Business Plan was finalised and submitted, ensuring alignment with the T30 Visitor Economy Strategy. This alignment reinforces LVIC's role in contributing to the state's tourism goals, including sustainable growth, regional dispersal and enhancing the visitor experience.

Customer Service

This quarter has been particularly demanding, with the team successfully managing:

- 6,141 Customer Service Requests (includes 685 Parking Withdrawal applications)
- 10,896 answered calls
- 6,856 email responses, including 755 Snap Send Solve submissions.

A significant achievement this quarter was the successful rollout of the Bookables system, which now allows customers to view availability and book malls and halls online. Meeting the deadline for this launch required intensive effort, and we are proud to report that bookings went live in December, marking a major milestone for both the team and the Council.

We also received appreciative feedback from both the public and Council officers for playing Christmas carols throughout December. This small gesture created a positive, festive atmosphere and was well-received by the community.

EMERGENCY MANAGEMENT

Preparedness activities

This quarter Emergency Management supported several flood related preparedness activities facilitated by council's Flood Asset Engineer:

- Flood Warning Plan - Planning Officer training
- Hart Street Gate Closure exercise
- Flood Levee Patroller training

Work continued on development of an emergency plan for the City Park monkeys that includes consideration of the risks and potential consequences of severe weather events.

Over the course of 2024, the make-up of the evacuation centre team has changed with some trained team members moving on and new members being recruited. Maintaining adequate numbers is an ongoing challenge.

Four staff members were supported to attend Australian Red Cross Evacuation Centre training level one and one of those people also attended the level two training to further develop centre management skills and knowledge.

Australian Red Cross were engaged to provide Understanding Psychological First Aid training which was offered to all members of the evacuation centre team. This training was undertaken by 22 employees.

The team was successful in its application for evacuation centre resource funding offered by the Department of Premier and Cabinet (Tasmania) and will use the funding to purchase items such as animal crates, baby cots and portable room dividers.

Finally, work is being undertaken to develop a number of evacuation centre training packages and exercises to be delivered in-house across the course of 2025 to further develop staff preparedness.

Recovery Planning

The Steering Committee and Advisory Group for the Launceston Flood Recovery Planning Project were established during this quarter. Stakeholder mapping was completed, emphasising key community contributors. Planning for community engagement sessions and a comprehensive gap analysis of the existing flood recovery strategies and identification of areas for improvement began.

Other activities

- Participation in Municipal Emergency Management Committee
- Participation in Northern Region Emergency Management Committee
- Participation in Northern Region Social Recovery Committee
- Participation in Northern Region Emergency Management Committee Discussion Exercise - Separatim Igni
- Attendance at Homelessness Advisory Committee meeting
- Attendance at Child and Youth Safety Awareness Session
- Attendance at Aboriginal Cultural Awareness Workshop

- Participation in People with Disability Emergency Preparedness
- Project Advisory Group
- Met with new Northern Police Commander/Regional Controller
- Assisted in Lighting the Christmas Tree event

HEALTH AND COMPLIANCE

Regulations

This quarter saw the completion of the annual unregistered dog registration, where the team conducted visits to 435 properties to follow up with owners and identify dogs that were still residing in the municipality. As a result of the site visits, only 110 remained outstanding.

In addition to conducting site visits, our team responded to and investigated 35 dog attacks, 42 nuisance stray cases, and saw an increase in barking complaints reported.

Officers attended two schools in October and December, educating 42 children on how to be safe around dogs as part of our Delta Dog Safe Education Program, which is a dog bite prevention educational initiative offered by our team to schools and the wider community.

December is start of the fire season where our team started to conduct on site fire hazard inspections at properties across the municipality. Inspections for fire hazards will continue until the fire season ends.

Compliance

The recent quarter has seen Team Compliance receive a busy flow of referrals from both external and internal constituents regarding an extensive range of building, plumbing and planning compliance topics.

These referrals range from simply investigative to investigative with an enforceable element, both requiring clear, considered and detailed collaboration and assessment.

The Compliance Team works in a wide array of projects whether in the city/suburban or country built environment associated to residential, commercial, industrial, outbuildings or managing risk incidents caused by fire, natural events or human intervention.

The team operates under the delegative and legislative premise of the *Building Act 2016*, *Building Regulations 2016*, *Land Use Planning and Approvals Act 1993*, *Urban Drainage Act 2013* and the *Monetary Penalties Enforcement Act 2005*.

Common themes include but are not limited to investigating and enforcing unpermitted extensions to dwellings, plumbing works, internal modifications/new bathrooms, commercial and industrial buildings and structures, retaining walls, outdoor structures, unpermitted use, breach of occupancy and permit conditions, vegetation removal, and signs.

Additionally, the Plumbing Permit Authority certification and inspection space involves certifying and inspecting a large volume of plumbing works via the plumbing approval and permit process across the municipality as part of the City of Launceston statutory function pursuant to the *Building Act 2016*.

Noting the above, the team have also been and presently working in investigative collaboration with state licensing authorities and authority bodies such as CBOS, Tasmania Fire, EPA, Department of Natural Resources and Environment Tasmania and WorkSafe Tasmania in terms of illegal works, illegal development and use, breach of permit conditions, unlicensed practitioners and incidents caused by faulty workmanship.

The past quarter continued to provide terrific opportunity for cross network collaboration across a cohort including Environmental Health, Infrastructure Development, Infrastructure Project Design and Delivery, Infrastructure Parks and Sustainability, Infrastructure Building Assets and Investigations, Infrastructure Operations, City Development Planning Assessments, City Development Permit Authority, Community Relations (Customer Service), Business Enterprises, People and Culture, Governance and Finance.

- Building (RBG) requests - 49 received. 43 satisfied.
- Plumbing (RPL) requests - 30 received. 26 satisfied.
- Planning (RPD) requests - 25 received. 20 satisfied.
- Building & Plumbing enforcement - 13 issued. 4 satisfied.
- Planning enforcement - 9 issued.
- Plumbing permits - 152 issued.

Environmental Health

- 98 food safety inspections for existing businesses
- 45 food safety inspections for new businesses
- 273 customer service enquiries investigated
- 85 Development Applications processed.

Over the last quarter, staff have continued to focus on a power outage risk assessment, working to identify and implement improvements to our processes. This assessment has been informed by lessons learned from the August power outages, helping us strengthen our approach.

In addition, staff presented at an Environmental Health Officer (EHO) development day, sharing insights with other EHOs across the state on how we successfully managed recent storm events. An EHO also attended the Environmental Risk and Sustainability workshops being rolled out as a subject matter expert, to assist the OD team with this training.

At the Beerfest event on New Year's Eve, assessments and inspections of 43 food and beverage stalls were conducted to ensure the health and safety of our community. Additionally, assessment and inspection of a mobile tattoo artist was undertaken - this was the first of its kind at an event in Tasmania.

To promote food safety during the festive season, we delivered a Christmas food safety message and produced three food safety videos during Australian Food Safety Week. These resources highlighted safe food handling practices and effective ways to store and cook food.

Health and Regulations Administration

Fire hazard season is well underway with the team sending out 233 reminder letters in November, to property owners who received a fire abatement last season. One of our team members attended fire hazard training with the Regulations Officers to gain a valuable understanding of the process, especially on how to identify a fire hazard when out in the field. The team have also been working on scanning and registering the weekly immunisation clinic signed consent pages ranging from 2018 - 2024. We have a requirement to keep these records hard copy, but they are now easily accessible to the team electronically. Recreational water sampling season began the first week of December for the summer season. Our popular swimming sites will be sampled weekly, these include First Basin, Waverley Lake, Corra Linn and St Leonards Picnic Ground. In addition, the Lilydale and Basin Pools are open for summer and these are sampled on the first Monday of the month to test the water safety for primary contact by the community.

PARKING OPERATIONS

This quarter, Parking Operations has focused on improving parking services, addressing compliance issues, enhancing staff support, and meeting community needs.

Parking Zone and Signage Standardisation

Traffic and Parking collaborated to standardise and align parking zones adjacent to City Park and the new university development with public expectations and proposed uses. Numerous non-compliant parking control signage has also been rectified, addressing ambiguities identified by patrolling officers in the community. Some examples include McGarth's Way, Kingsway, Kylie Place and the Boland Street Bridge.

Free Parking Campaign

Parking Operations facilitated a free parking campaign in the lead-up to Christmas, showcasing the team's ability to adapt quickly and solve problems creatively. This initiative aimed to alleviate cost-of-living pressures during the busy holiday season. The campaign highlighted the need to modernise parking infrastructure to be more agile and meet growing demand.

Staff Safety and Incident Reporting

Parking Operations has expanded the use of the Officer Abuse Reporting Tool to ensure all instances of abuse experienced by Parking Team members are documented. In collaboration with Customer Service, the team has focused on removing barriers to incident reporting, particularly for cases involving threats or abuse. Insights from the tool's trial have already informed changes to officer rostering with the aim to mitigate psycho-social hazards faced by parking officers in the field.

Safe Schools Program

As part of the Safe Schools Program undertaken by the Parking Team in collaboration with schools in our municipality, the outskirts team has been developing operational maps to identify key areas for operations to focus on to ensure safety and limit congestion during drop-off and pick-up times. These maps also provide valuable information to better identify the required staff resources to effectively manage the specific conditions of each unique school zone.

Infrastructure Upgrades

On-street parking infrastructure upgrades were completed by Parking Technicians in October to facilitate the transition to the 4G network prior to Telstra disconnecting the 3G network. Redundant single-head meters have also been removed and integrated into existing metered zones and time zones. This reduces confusion for the community when interacting with parking meters and streamlines operations for revenue collection officers. New handheld parking devices have been delivered, representing a major upgrade to operational capabilities. These devices facilitate handheld license plate recognition and the sharing of vehicle logins between on-foot parking officers and the patrol vehicle. This upgrade will significantly reduce time in motion for Parking Officers, leading to increased effectiveness and more fair and equitable coverage of the municipality.

LIVEABLE COMMUNITIES

Launnie Connecting Community

An internal review of the program was received by Council in October 2024, and preparations are underway for the Launnie Connecting Community program launch in February 2025. The City of Launceston's Community Connector will work from the Waverley Primary School and will work with Waverley organisations, businesses and community members for 2025-2026. Previously known as the ABCDE Learning site program, rebranding of the program is underway, launching new collateral in conjunction with the publication of a social impact analysis of six previous sites, describing the value the program brings to Launceston community members.

Aboriginal Partnerships Plan

The plan's annual progress report was received by Council on 31 October 2024. Aboriginal Cultural Safety training was delivered to key project leads, engagement champions, and community development and communications teams on 12 December 2024. Tasmanian Aboriginal consultancy, Milangkani, will work with Council officers to produce a Council wide community and organisational engagement framework to guide our work together.

Anti-Poverty and Food Security

The Anti-poverty week event was held on 16 October 2024, as a collaboration between the City of Launceston, the Launceston Benevolent Society, Catholic Care (Housing Connect 2.0), Vinnies, Anglicare, Shekinah House, City Mission, and Salvation Army. A film, *Rosie*, was shown with a lived experience video funded by the City of Launceston, and panel discussion focused on the effects of poverty, homelessness and food insecurity across emergency relief and outreach sector. Council supports the City of Gastronomy with funding to undertake projects which impact on food security.

Child and Youth, Safe Organisations Framework

At the 5 September 2024 Council meeting, Councillors adopted a Statement of Commitment aimed at ensuring our organisation meets new best practice standards for child and youth safety. The City of Launceston's work in this area follows the Royal Commission into Institutional Responses to Child Sexual Abuse and the resulting Child and Youth Safe Organisations Act which lays out a child safe framework for Tasmanian organisations that engage with children and young people.

Community Advocacy and Awareness

The community development team leads advocacy and awareness raising events with community organisations. This quarter included: Anti-Poverty Week (film event and services expo), Mental Health Week (Big Day of Little Things event and round table panel), Seniors Week (Slam Nans morning and afternoon teas, Ikebana workshops, Carr Villa Open Day), Children's Week (Let's Fly together Newnham event, CoL Facebook three youth videos release, You can be an Eco hero, Flying Dragon of Dreams two events), National Day of Disability (weather cancelled), 16 Days of activism walks and support.

Multicultural Communities

This quarter, 0.1 Officer resource has been allocated to Cultural and Linguistic Diversity (CALD) community work on an ongoing basis. This humble investment will enable Council to actively develop a direction and work plan and will contribute to the development of the Equity and Inclusion framework. Welcome Cultural Services will collaborate with the City of Launceston to host Harmony Week 2025 celebrations. The Migrant Resource Centre Tasmania Youth group volunteered their time at the Children's Week Let's Fly Together event, coordinated by Community Together 7248 with support from the City of Launceston and Launceston City Mission. The Team Leader Community Development attended three statewide multicultural network meetings, and two meetings of the community collective work with newly arrived Australians.

Homelessness

Council officers responded to 51 customer service requests for sleeping rough. Working closely with appropriate services/organisations and building positive relationships has been a priority. This included regular catch ups with outreach workers, attending local 63 network meetings and building positive rapport with local business and services in the CBD. One Homelessness Advisory Committee meeting has taken place (November), and two Northern action community group meetings were attended by council officers and a team leader. Unfortunately, 11 trespass orders were ordered in the month of November.

A steering committee has been initiated from an Northern Community Action Group (NCAG) meeting to support the success of Homelessness Week 2025.

Two sleeping rough community members were housed in this period, one being a collective effort with council and service providers. They continue to stay in touch and are doing well.

My Place, My Future (MPMF)

The City of Launceston, in partnership with Launceston City Mission's Project North, has successfully secured \$267,000 in funding for the *Community Champions* program (pending successful negotiation the of grant deed). The *Community Champions* program will be implemented in the Northern Suburbs from 2025 - 2027. Through training, skills development, access to resources, and supportive networks, the project equips participants to become active leaders in their community.

The Rocherlea Action Project proudly hosted its third annual *Christmas in Rocherlea* event on Friday 6 December, attracting approximately 250 people. Community Together 7248 group produced "Let's Fly Together", a family kite-flying event for Seniors and Children's Week.

The new Digital Inclusion working group met in September and November to progress a workplan to improve digital access and literacy in the Northern Suburbs. Collaborators include Libraries Tasmania, 26 Ten, Digital Ready (Tasmanian Government) and three council officers (from Community Development, Smart Cities, and Technology and IT).

Youth

In the past quarter, significant progress has been made in youth engagement initiatives. Stakeholder collaboration has been a key focus, with recent efforts including the submission of the Healthy Tasmania Healthy Focus Grant. This grant is aimed at launching the "Launnie Healthy Futures" program, designed for young people aged 13-25, and comprising three key streams: a health and wellbeing expo, life skills workshops, and the Activate program, which encourages participation in physical activities. Additionally, planning has commenced for two major youth events: a Youth Week celebration featuring the Rock Challenge Tasmania in Launceston and the Riverbend Pump Track launch. Policy work has also been advanced, including the continued development of the Youth Engagement Framework and the review of the Terms of Reference for the Northern Youth Coordinating Committee and Youth Advisory Group. A strategy is currently being devised to enhance recruitment for the Youth Advisory Group, with a focus on engaging schools through an onboarding program.

Launceston Place Brand

The Launceston Place Brand continues to inspire a strong sense of identity and pride among residents, visitors, potential employees, and investors. It celebrates our city's distinctive qualities and challenges outdated perceptions of Launceston as merely a provincial town.

Collaboration between the Communications and Tourism and Events teams has expanded the Place Brand's reach, with work underway to establish an online merchandise portal. This initiative will support internal Corporate and Place Brand merchandise management and enable public-facing retail sales. Bespoke items are also being developed for distribution across key City of Launceston business enterprises, including QVMAG, the Launceston Visitor Information Centre, and the Launceston Aquatic Centre.

In addition, the teams have collaborated on the acquisition of striking imagery that enhances the brand's visual identity and enriches the growing visual library on Launnie.com.au. Together, these efforts ensure the Place Brand remains dynamic, engaging, and reflective of Launceston's unique essence, strengthening community pride while appealing to broader audiences.

Visitor Economy

A critical research project is underway to deepen our understanding of visitor patterns, behaviours, and experiences, which will inform the development of the Visitor Strategy 2030. This research will offer valuable insights for both the city and our industry partners, helping to enhance Launceston's visitor offerings. In partnership with Myriad Research, we've engaged local businesses to gather expressions of interest for feedback through various methods, including in-person surveys, self-completed surveys via iPads, and QR code signage for mobile responses. The findings will be shared with participating partners, providing valuable insights on visitor demographics, preferences, and experiences to support local businesses and strengthen our visitor economy. Additionally, a Patron

Experience survey for the Tiger Bus will help assess usage and visitor sentiment, while informing future iterations or the service's long-term viability.

Community Grants

During the October–December quarter, we facilitated the first round of funding for the Community Grants (Organisations) program for FY 2024/2025. Decisions on the assessed applications were made by Council on 31 October 2024, resulting in \$36,627 being allocated to 11 community programs.

In addition, the team provided support for an application that could not be funded due to funding requests exceeding the allocated budget. To assist, Council endorsed \$1,206 of in-kind support on 12 December 2024 to help deliver the Launceston Leisure & Aquatic Centre component of the Able Launceston Festivals and Fitness for All program. This initiative will provide opportunities for 20 Tasmanians with disabilities and their support workers to participate in inclusive activities focusing on fitness, fun, and water safety at the Launceston Leisure & Aquatic Centre.

Events

This quarter, the team facilitated 25 events in Launceston, working closely with organisers and stakeholders to meet each event's unique requirements. Additionally, we supported 28 non-facilitated events by handling enquiries and connecting organisers with relevant resources.

A key event was the Council-run Lighting of the Tree, where the events team collaborated with Place Making to provide event management, logistics support, and assist with Christmas decorations and on-ground coordination to ensure a smooth and safe community celebration.

The SunSmart Light Show, held on Christmas Eve, 2024, was another highlight. The Events and Transport teams worked with the organiser to minimise impacts on surrounding neighbourhoods. Traffic control measures were effective, with minimal wait times and many attendees walking to the event. The council also waived the Road Occupation Fee. The organiser managed smooth entry and event safety, with no major issues reported.

Carols by Candlelight 2024 in City Park

The City of Launceston Carols by Candlelight 2024, held on Sunday 22 December 2024 in City Park, was a remarkable celebration of teamwork, resilience, and community spirit. Organised in just 23 days, the event's programming and performances were led by Councillor Lindi McMahon and a dedicated group of volunteers, while the Tourism and Events team oversaw all operational aspects. This included the development of an Emergency Management Plan, Risk Assessment, budget management, coordination of food vendors, Place of Assembly requirements, bump-in and bump-out, traffic and parking, signage, digital assets, volunteer recruitment, and scheduling. The team worked closely with third-party organisers and collaborated seamlessly with various internal teams, ensuring the event's success. A device counter located near the busiest area in the park revealed at one time there was almost 100 times more activity than the previous Sunday, with a total event attendance estimated at over 5,000.

The event's social media campaign achieved outstanding engagement, with Facebook posts reaching over 207,000 views, Instagram posts exceeding 13,800 views, and the Facebook event generating 1,500 responses. The campaign effectively informed audiences directed them to the website FAQs for essential information and showcased vibrant post-event highlights through photos and videos that received overwhelmingly positive feedback.

Event Highlights:

- **Attendance:** Over 5,000
- **Volunteers:** Over 50 Council staff volunteered their time, with many internal team members balancing competing priorities to support event operations.
- **Local Talent:** A diverse program featuring dance schools, classical and contemporary musicians, a special performance by the Timor Leste group (in partnership with Tasmanian Berries), and New Horizons.
- **Community Support:** Contributions from Clifford Craig's Santa photo activation, The Examiner Empty Stocking Appeal, and the Rotary Club Launceston BBQ.
- **Local Business Engagement:** \$10k sponsorship from McGrath Estate Agents, The Examiner as the Official Media Partner, and strong support from local businesses offering in-kind or discounted services. Launceston food businesses also promoted pre-packed food options.
- **Accessibility:** Inclusive features, including accessible seating, stage, and greenroom, were provided. While Auslan interpreters couldn't be secured due to time constraints, the necessary infrastructure and digital requirements were planned to support future events.
- **Family Fun:** Santa delighted attendees with a ride through the crowd on the iconic City Park Train.
- **Safety:** Lost children were swiftly reunited, and first aid incidents were minimal (limited to bee stings and minor playground injuries).

This incredible event highlighted the power of collaboration, innovation, and dedication in delivering a vibrant and memorable community celebration. *Please enjoy a clip of the event* <https://youtu.be/kgJrZ1XCWk?sj=4v89ee4LT3w5Lwzz>.

Heritage

The Heritage Sketch! competition received over 300 entries, by far the competition's largest pool of entrants, with the competition's awards ceremony held in Civic Square to an incredible turnout.

A new Place and Heritage Officer position was created, with a view to expedite the Heritage List project. With the additional support of a second officer, it is anticipated that the city will have several new precincts listed in the coming months. In addition, work continues on the city's first Heritage Strategy, and Heritage Interpretation Strategy, which are expected to be workshopped with Councilors at a future date.

Northern Gateway

The Northern Gateway tender was advertised in December. Council officers are assessing tender submissions in early January with a view to award the contract in late January.

Public Art

In addition to the Northern Gateway, the City of Launceston is engaging local artists in the prevention of graffiti with the installation of several major murals across the city:

- Local artist, Mel McVee, has been appointed to deliver the Road Safety Centre's inaugural art piece. The artwork is expected to be delivered by late January 2025.
- An EOI has been developed for artists to mural the wall at the top of Howick St / High St, to be advertised in mid-January 2025.
- The Placemaking team worked with Strategic Projects to engage an artist to deliver murals on the concrete partitions located along the new George Street dining decks.
- Work is underway to locate sites suitable to host murals for the city's 2025 Street Art Laneway Festival, as endorsed by the Council in December 2024. It is expected that between 5 to 10 walls will receive murals.

Mobile Food Vendors

Several development applications for new mobile food vendor locations have been submitted, with Riverbend Park expected to be advertised in early January 2025.

Christmas in the City

The Christmas in the City event was a massive success, with over 3,000 attendees staying throughout the evening to watch the lighting of the tree. Key learnings such as a secure thoroughfare, toilets, food vendors, and improved staging were implemented to much fanfare.

Building upon last year's success, the Placemaking team has worked with our community partners at Rocherlea's The Shed to develop community decorations such as Christmas trees and gingerbread men which were displayed around the City, including City Park, and Riverbend Park. Civic Square also received pole upgrades that allow for new ground-access banner systems, catenary lighting, and bauble systems; all of which were on display this year.

In addition, new banner systems were installed along St John's Street, and a new signage system at Riverbend Park which can be used year-round to ensure that our community is receiving best value for money outside of the festive season.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

18. QVMAG

No items have been identified as part of this Agenda

19. COMMUNITY ASSETS AND DESIGN

19.1. Quarterly Report - Infrastructure and Assets Network

FILE NO: SF7696

AUTHOR: Chelsea van Riet (Acting Executive Leader Community Assets and Design), Michael Newby (Chief Infrastructure Officer), Erica Deegan (Senior Leader Infrastructure and Engineering), Leanne Purchase (Acting Senior Leader Parks and Sustainability), Liam Seymour (Senior Leader Building Assets and Investigations), Derek Lynch (Senior Leader Project Design and Delivery) and Lynda Robins (Acting Senior City Amenities)

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

DECISION STATEMENT:

To receive a report on activities for the Infrastructure and Assets Network between 1 October 2024 to 31 December 2024.

RELEVANT LEGISLATION:

Not applicable.

RECOMMENDATION:

That Council:

1. receives the Community Assets and Design Quarterly Report for the period 1 October 2024 to 31 December 2024.
-

REPORT:

This will be the last report to the Council on the activities of the Infrastructure and Assets Network ahead of the team's transition to Community Assets and Design.

The role of the Infrastructure and Assets Network (IAN) is to support the City by planning for, delivering, and maintaining community assets for the enjoyment of residents. Below is an update on activities delivered for the quarter.

The network was impacted by the organisational changes underway, but the teams continued to deliver business-as-usual activities as well as engage in discussions about the future direction of the organisation. Key highlights from the quarter include:

- Workshop presentation to Councillors regarding building asset portfolio
 - Decision regarding future of City Park Macaques
 - Installation of George Street Parklets as part of City Heart Place Plan implementation
 - Commenced review of adopted strategies, to establish status, quantify workloads, and inform budgets and resources
-

- An asset management consultant was appointed to commence next quarter and complete a “health check” and deliver a roadmap of improvements
- The scope of the flood mitigation strategy was confirmed by Council
- Operations department name has been changed to City Amenities to better reflect its purpose and role in the new Community Assets and Design network.

Resourcing

As of December 2024 there were 29 vacancies with the bulk in City Amenities/Operations (19). The transfer of York Park necessitated a hold on some roles for possible redeployments. The Senior Leader City Amenities became vacant and is being recruited with applications closing 19 January 2025. A new Senior Leader Open Spaces and Sustainability was recruited and will commence in January in the Connections and Liveability network. These are two critical leadership roles for the organisation and its operations moving forward.

1. INFRASTRUCTURE AND ENGINEERING

Infrastructure Development

Notable applications included the Princess Theatre redevelopment, the Anne O’Byrne Carpark and the multi-storey car park associated with the LGH. Engineering plan approval was issued for a total of 123 lots including 53 for which preliminary earthworks were previously granted. Construction is continuing for significant residential subdivisions within the St Leonards area alongside smaller (1-2 lot subdivisions) across the municipality. Development related construction activity impacting council managed assets continued with a focus around the LGH and Health Hub. Stage 2 of the pedestrian and cycle bridge between Inveresk and Willis Street reached practical completion.

Item	This quarter	Last quarter
Development Application Assessment reports	42	46
Requests for Further Information (RFIs)	53	41
Landowner consents	10	3
Road owner consents	19	29
Driveway crossing permits issued	21	22
Stormwater connection permits issued	6	1
Work orders received	29	37
Work orders completed	20	30

Transport Team

Item	This quarter	Last quarter
Customer Service Requests tasked	187	208
Customer Service Requests completed	130*	191*
Road Occupation Permits	20	10
Road Closure Permits	16	9
Heavy Vehicle Permits	69	146
Parking Control Reports	12	19
Traffic Facilities Approval Reports	4	6
Engineering Reports <i>(including development referred TIA’s)</i>	37	46

**While all efforts were taken to ensure the accuracy of this figure, Tech1 reporting limitations don’t permit CSRs received by the Team then tasked to other Department to be quantified.*

Program updates:

- Comprehensive tri-annual asset revaluations 95% complete.
- Westbury Road Landslip Site comprehensive review finalised by consultants.
- George Street Parklet post-installation traffic monitoring commenced.
- Revised Residential Parking Policy finalised for Council consideration along with new maps to standardise all permits as well as make them equitable and consistent.
- Submissions prepared for two draft Tasmanian Government strategies, the Tasmanian Walk Wheel Ride Strategy and the Speed Management Strategy.
- Private Underground Electrical Connections being negotiated by numerous councils, Local Government Association of Tasmania, Consumer Building and Occupational Services and TasNetworks to amend the TasNetworks design guide to ensure connections are mapped and managed to ensure safety.
- TasRail continued to collaborate to finalise the Rail and Local Government Joint Assets Interface Agreement, which identifies our respective obligations for managing the rail corridor interface with council managed land and infrastructure.

Civil Maintenance Program

- Cavalry Road reconstruction tender with multiple submissions received.
- Johnston Road pavement stabilisation estimates exceed budget available, so officers are awaiting finalisation of other capital works prior to determine delivery timing.
- Lindsay/ Invermay Intersection Upgrade project awarded, and construction is commencing early in the new year.
- The annual bridge maintenance program has been awarded, and works will commence in late January 2025, including structural bearing refurbishments, scour protection improvements, signage replacement and vegetation management, ensuring existing bridges remain operational while ensuring asset costs are minimised.

Road Safety and Amenity Improvements

- Lilydale and Golconda Road Safety Improvement Program – Request for Quotations (RFQ) were released.
- Dorset Council Memorandum of Understanding (MOU) will be finalised in early 2025.
- Forster Street Cycleway – Most of the construction for the Invermay Cycleway was completed with final works in January 2025.
- Active Transport Fund - Preparations commenced for a submission to design and construct a footpath along Connector Park Drive and a shared path between Connector Park Drive and Kate Reed Nature Recreation Area.
- Tasmanian Government Bus Stop upgrade funding - minor works completed at 8 stops and underway 19 other locations. Funding was sought for round three, which will upgrade another 45 stops.

Water

- The Environmental Scientist worked with NRM North on their Giant Freshwater Crayfish Project to improve passage of the species through rural road culverts.
- Participated with CSIRO on the national plastic pollution monitoring and stormwater project. The team worked towards installing cameras over urban creeks and sensors in Gross Pollutant Traps, to understand pollution loads in urban creeks.
- Comprehensive levee reporting to the regulator was finalised and work commenced to rectify identified defects.

- The project to enhance dam safety at the Parklands Parade Detention Basin through spillway modifications progressed with an options assessment and re-evaluation of the dam's hazard category completed, resulting in a reduced hazard category, and narrowing options for detailed design.
- Flood mitigation strategy scope was finalised and consideration was given to resourcing and funding this project.
- Comprehensive tri-annual asset revaluation continued for stormwater assets within the public network and flood protection system. Work approximately 75% complete.
- Prospect Flood Alleviation Project - the negotiations on land access and hydraulic modelling work completed with detailed design underway.
- On the Ti-Tree Bend Covered Storage Project, which TasWater are delivering with collaboration and input by Council officers:
 - Piling works completed along with a concrete blinding layer. The concrete pours for the tank base are underway for this new 10 megalitre-covered storage.
 - Work continued to finalise the pipeline to pump station connection at New Margaret Street Pump Station. The work completed to date involved excavation and shoring at depth and in close vicinity to the Paterson Flood Levee. Officers oversaw this activity and an engineered sheet pile solution was utilised.
 - Along the West Tamar silt pond pipeline alignment odour control units will be installed at 3 air release valves in early 2025 and officers worked with Taswater on siting to minimise impacts.
- 28 work orders were received and 15 completed compared to 15 work orders received and completed in the previous quarter.
- Five environmental incidents reported, a reduction of five from the previous quarter.

2. PARKS AND SUSTAINABILITY

Recreation and Parks

- Pump Track project due for completion end of January 2025.
- Royal Park Skate Park project detailed design completed.
- City Park Playground detailed design completed.
- Recreation & Open Space Strategy completed and Implementation Plan underway.
- Hoblers Bridge Netball Centre upgrades tender awarded, and works are scheduled to start on site in January 2025.
- The annual playground audit complete with 94 issues identified. Only 11 noted as high priority, most of which were top-ups to pine bark soft fall and were completed.
- Home Point pontoon renewal, including Sea Scout pontoon repair, completed.
- West Tamar Fitness Trail - surveying work complete and final design underway.
- The first of four new drinking and bottle filling stations in the Churchill Park Sports Complex in partnership with TasWater and Jack Jumpers. Installation of the second fountain at the Lilydale Village Green will commence in January 2025.
- The Basin Pool opened for the season after it was inundated with flood water at the beginning of December 2024. The pool was re-opened in time for Christmas.
- Tri-annual revaluation of assets undertaken, including bridges, fencing, furniture and fittings, improved grounds, synthetic grounds, irrigation, lighting, and playgrounds.

Reimagining the Gorge

The renewal of bollard lighting throughout the Cataract Gorge Reserve is 70% complete. Upgrades to the lighting in the First Basin car park complete, as is renewal of the Daffodil

Stairs and minor retaining wall repairs. Four of the five-stage renewal of stairs on the Zig-Zag Track is complete. Other works included a renewal to heritage seating along Cataract Walk with additional anti-graffiti coating (70% complete), strengthening of handrail along a damaged section of the Cataract Walk is complete, and the renewal of conduit for lighting along Cataract Walk was progressed.

Lighting

Implementation of Casambi (wireless) lighting control to be used by Customer Service for civic lighting is complete, as is control of the lighting of Town Hall. Catenary lighting was installed in the Civic Square water play area, also Casambi controlled. Similar treatments will be applied to the catenary lighting of the Civic Square umbrellas – this work commenced. Also in progress is conversion to Casambi control of the lighting at Seaport. A light pole in City Park, damaged by a falling tree, was repaired and reinstalled.

Seating

Restoration of heritage seating in Princes Square with additional anti-graffiti coating is complete. Restoration of seating in Trustees Court, damaged by arson commenced. Renewal of heritage seating on stairs between Kings Bridge and Trevallyn commenced.

Bin lids

Implementation of redesigned and strengthened top covers to civic bins continued with another 14 bins upgraded across the central business district.

Sustainability

- The Sustainability team attended the 2024 Keep Australia Beautiful (KAB) awards ceremony in November and on behalf of City of Launceston were awarded the overall major award for Sustainable Communities for all of Tasmania for the first time in the awards' 46-year history. Launceston will host the Tasmania KAB awards in 2025.
- The fourth annual emissions desktop audit was completed and is used to track changes against the 2018/19 baseline. Council's carbon emissions profile for 2024 completed and shows a significant reduction compared to previous years. Calculations show a 33% reduction due to the increased efficiency in landfill gas capture.
- A further 100 items fixed via Repair Cafe, representing 254kg diverted from landfill.
- The Sustainability team commenced work on an active transport grant application to create a bike connector connecting Kings Meadows with the Kate Reed Reserve. Price estimates are not confirmed but it is expected to be \$500,000+.
- The Sustainability team progressed purchasing eco milk from our current supplier. Thanks to the inclusion of Asparagopsis, a native Tasmanian red seaweed, the Eco-Milk™ herd produces milk with a reduced carbon footprint. For an additional \$200 per year in the procurement of milk at Town Hall and the Annexe, a 20% reduction in milk associated emissions will be achieved. Based on 40L consumed each week at Town Hall and the Annexe, the emissions reduction equates to 416kg CO2e each year, which is equivalent to reducing our fleet travel by 2,839kms. Compared to other abatement actions implemented recently, this action is very cost-effective.

Abatement projects	Eco Milk	2xEV purchase	Solar @ 3 sites
Approx. cost \$	\$208	\$120,000	\$300,000
Abatement tCO2e	0.416	3.5	34
Cost/abatement \$/tCO2e	\$500	\$34,286	\$8,824

- Organisational waste audit - All council sites contribute various levels of waste and relevant data to reduce, reuse, recover and optimise materials is limited. The goal is to

establish a baseline understanding of waste avenues and educate employees on the implementation of the waste hierarchy principles. Achieving this will further reduce council's contribution to landfill and, in turn, its overall emissions profile. In November and December 2024, 18 interviews were carried out to identify materials used and understand if any material recovery pathways or alternatives exist. The next stage is to do the actual physical waste material audits.

- Environmental risk and sustainability training e-learning module was launched in October and is part of onboarding new employees. Additionally, there have been 10 focus training sessions delivered this quarter with 10 participants in each session.
- Sustainability, Innovation, Safety and Fleet teams collaborated to trial e-scooters and bikes for staff to travel short distances. The trial was successful with employees choosing to use these transport modes. Recently new e-scooter and bikes were purchased and added to the fleet resources for booking the same way employees book fleet vehicles. The e-scooter and bike are housed at the end of trip facilities in the Annexe car park. There is scope to provide similar options for other sites.
- Sustainability and City Development worked to find an innovative solution to plastic development notifications. The Sustainability Fund assisted with the purchase of a specialised printer for compostable card printing. Each year the planning team issues approximately 1,000 plastic development notices, which at times find their way into the environment as plastic pollution. The switch will significantly reduce the potential for plastic waste to go into landfill waterways, or the broader environment. If a notice is left on site, it will break down completely in a short period, leaving no residue. The printer will also print notifications for other teams replacing corflute and laminated signage. This approach may be the first of its kind for local government in Australia.

3. BUILDING ASSETS AND INVESTIGATIONS (BA&I)

Investigations

- There was a significant rise in vandalism incidents in public toilets, especially during school holidays. This trend was identified by an increase in reports from the public.
- The recent upgrade to the Gallagher security system and CCTV install at Lamont Street Nursery and office space went live. The system has significantly improved the ability to monitor and secure the premises. Since installation, there have been no reported incidents of theft, vandalism, or unauthorised access.
- Elizabeth St carpark transitioned to the Gallagher security system, improving safety and accessibility for the public. The system enhances security with better monitoring and access control, streamlines entry and exit, and enables quick incident response.
- Town Hall had several improvements enhancing its functionality and appeal including new carpets, blinds, and furniture, fresh paint, and acoustic sheeting to minimise noise and improve sound quality. Additionally, Gallagher security access was installed to some meeting rooms for enhanced safety. The replaced furniture from these rooms has been repurposed in our community halls.
- Carpenters commenced upgrading and replacing timber seating in City Park. Timber was replaced and all seating was varnished and painted to restore it.

Building Asset Management

- 27 Building Condition Assessments were completed this quarter.
- John Hart Conservatory contract awarded with work commencing in March 2025.
- Dogs Home of Tasmania - Contractor engaged for exercise yard rectification works, which commenced in December 2024. Other smaller works were in the planning stage.

- Renewal of the Town Hall Main Switch Board was completed over the Christmas and New Year period.
- The tender for the CBD Toilet cleaning progressed, to be released next quarter.
- Significant operational projects commenced or completed, including:
 - Remediation of significant roof leaks at Depot completed which allows for internal water damage to be remediated (ceilings, walls, fixtures and fittings).
 - Remedial works completed on the heritage-listed City Park.
 - Ravenswood Over 50s Club permit approved for hydrant and water meter relocation with works commencing in early 2025.

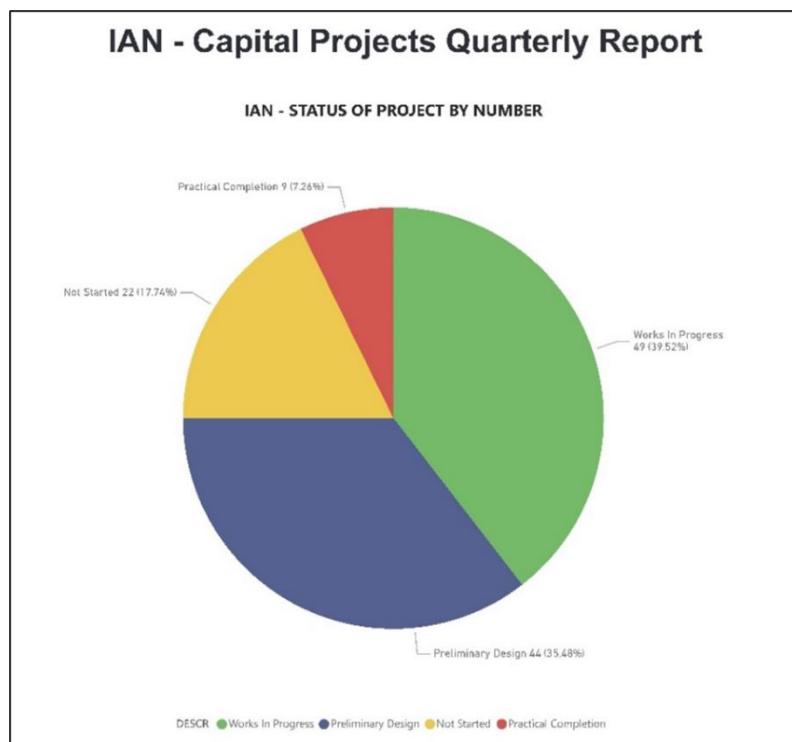
Work Requests

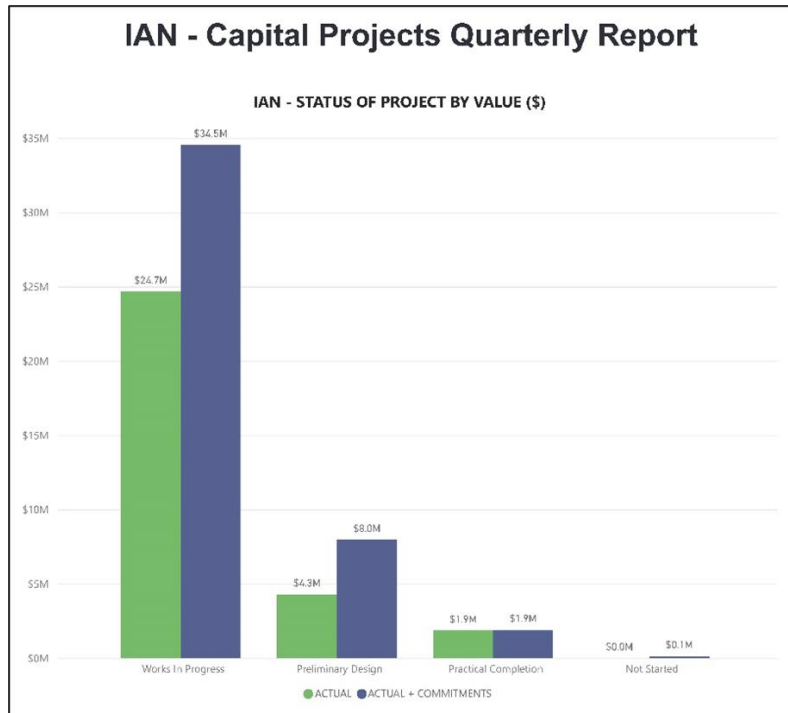
- A total of 908 operational tasks actioned for the quarter: Work System (346), Maintenance Schedules (37), Asset Defect (2), Work Request (268) and Customer Requests (292).
- Building Maintenance makes up 83% of BA&I Work Type, with Inspections & Investigations at 4% and Furniture & Fittings at 3%.

4. PROJECT DESIGN AND DELIVERY

The Infrastructure and Assets Network (IAN) Capital Expenditure Report detailed below includes project expenditure from the following teams:

- Infrastructure and Engineering
- Building Assets and Investigations
- Project Design and Delivery
- Parks and Sustainability
- Operations - Fleet replacement and sales





5. CITY AMENITIES (OPERATIONS)

The team had a busy quarter with the clean-up of vegetation from the severe September weather event continuing, completion of roadside slashing for bushfire mitigation as well as responding to a high volume of Customer Service Requests (CSRs).

Fleet Services

- 21 pieces of minor plant and equipment were replaced, with 6 pieces of equipment now being battery powered, as opposed to fuel powered.
- Replacement of major plant including large street sweeper; 3 tonne GVM Truck (10 yarder); forklift for the Remount Road store; and elevated work platform for QVMAG.
- 3 light vehicles were replaced.
- In total, the fuel usage for the fleet was 177,262 litres for the quarter and fleet use totalled 414,000 hours.

City Services

- Completed 396 CSRs and 228 maintenance schedules.
- Removed 210 tonnes of illegal litter dumping throughout the urban area.
- Received 32,575 tonnes of waste with a total of 28,769 visits at the Waste Centre.
- Received 1876 tonnes of hazardous waste at the Waste Centre.
- Diverted 696 tonnes of waste from landfill through the walking floor process.



Picture: Waste Centre Walking Floor

Road Services

- Completed 391 CSRs including footpath, roadway and stormwater repairs.
- The grading program in the rural areas of the municipality was completed in early November. This allowed the Roads team to revisit high traffic roads before the Christmas shutdown.
- Continued to work through the stormwater monitoring and modelling maintenance schedule. This consists of pipe network inspections with camera across the large stormwater network.
- Started Phase 2 of bus stop upgrades, which involves installing tactiles at 18 stops.
- Work continues in the rural roads area with 30 signage installs and upgrades. A further 30 are due to be installed throughout Golconda and Lilydale Roads.

Parks Services

- The team completed 2,933 maintenance schedules and 387 CSRs this quarter.
- Support provided for the installation of the raised gardens in George Street.
- Team members participated in environmental risk and sustainability workshops, levee patroller training and levee closure exercises.
- Work continued to clean up trees and debris from the September weather event.
- Preparation of parks for the community to enjoy over the Christmas break as well as preparing the spaces for major community events including Christmas Carols in the City Park and Beer Fest in Royal Park.
- Since November, a total of 7,125 annuals were planted throughout the municipality.
- Completed the bushfire mitigation annual maintenance program in over 60 identified bushfire hazard management areas.
- Approximately 200m of Cobra Tree Bracing line has been installed within City Park's trees. The bracing helps to mitigate tree risk failure, particularly in species subject to limb failure. Interestingly, the average tree age is 120 years old within this park.
- The seasonal tree watering program commenced and on average this equates to 6,000 litres of water per day.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

19.2. Proposed New Street Name - Jennings Court

FILE NO: DA0285/2022

AUTHOR: Jaclyn Galea (Infrastructure Development Officer)

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

DECISION STATEMENT:

To consider approval for a new street name, Jennings Court, for a new industrial street resulting from a subdivision located at 16-30 Waverley Road, Waverley.

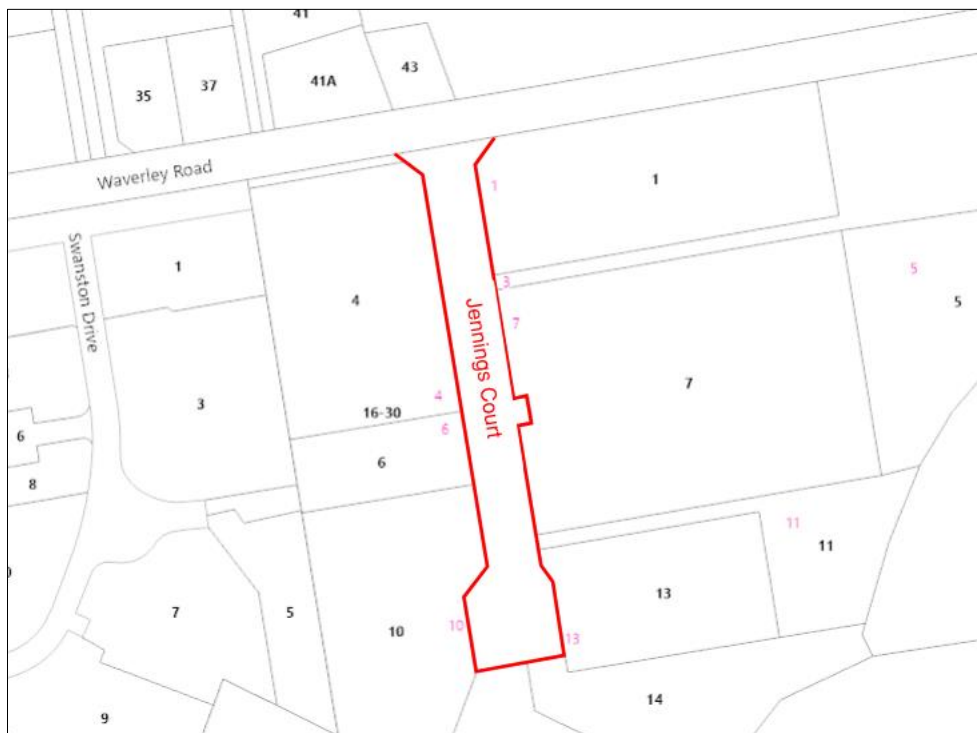
RELEVANT LEGISLATION:

Local Government (Highways) Act 1982
Survey Co-ordination Act 1944

RECOMMENDATION:

That Council:

1. pursuant to the provisions of section 54 of the *Local Government (Highways) Act 1982* and section 20E of the *Survey Co-ordination Act 1944*, approves the name Jennings Court for the Cul De Sac in the industrial subdivision off Waverley Road.



REPORT:

The proposed street name, Jennings Court, has been provided by the subdivider. The justification for the proposed name is one of the original grantees of the land was Henry Jennings. This follows a similar theme to the adjacent Swanston Park Drive who was also one of the original grantees. There are no instances of the name Jennings being used in northern Tasmania for any streets or roads recorded in the Statewide database administered by the State Government. There are a few instances of Jennings being used in the south of Tasmania, however approval for Jennings Court has been given as an acceptable name from the administration of the database.

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 7: We are a City planning for our future by ensuring our approach to strategic land-use, development and infrastructure is coordinated, progressive and sustainable.

10-Year Goal: To facilitate appropriate development via integrated land-use planning, infrastructure investment and transport solutions within our municipality and region.

Focus Areas:

3. To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

19.3. Proposed New Street Name - Pennant Drive

FILE NO: DA0506/2021

AUTHOR: Jaclyn Galea (Infrastructure Development Officer)

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

DECISION STATEMENT:

To consider approval for the extension of Negara Street and a new street name, Pennant Drive, for the new residential streets resulting from a subdivision of a part of the Launceston Golf Club located at 27-99 Opossum Road, Norwood.

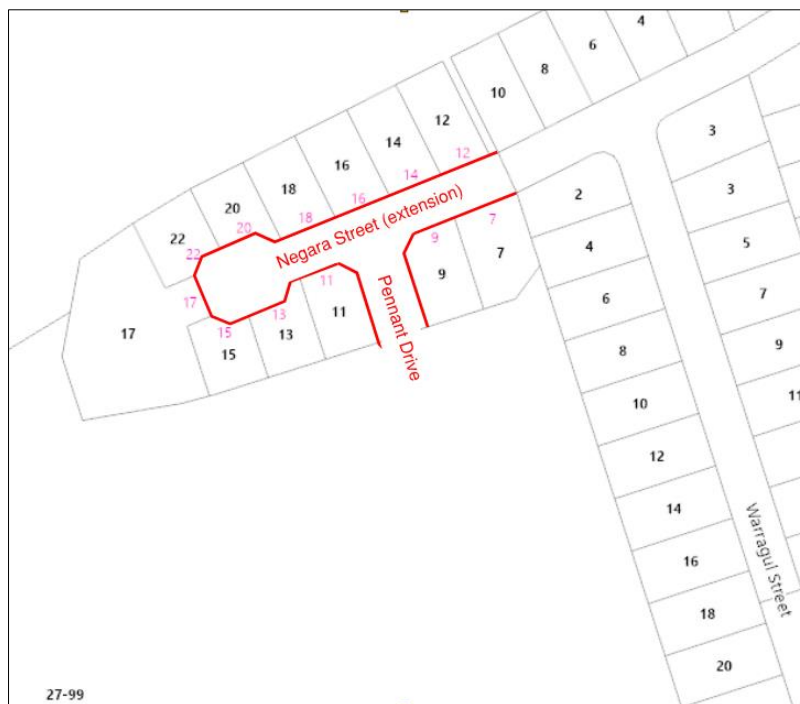
RELEVANT LEGISLATION:

Local Government (Highways) Act 1982
Survey Co-ordination Act 1944

RECOMMENDATION:

That Council:

1. pursuant to the provisions of section 54 of the *Local Government (Highways) Act 1982* and section 20E of the *Survey Co-ordination Act 1944*, approves the name Negara Street for the extension to the existing Negara Street starting from the boundary of 10 Negara and the name Pennant Drive for the road stub, which will be a future connecting road off Negara Street, Norwood.



REPORT:

The proposed street name, Pennant Drive, has been provided by the subdivider. The justification provided for the proposed name is Pennant is a reference to the neighbouring golf course to which the land originally belonged. There are no instances of the name Pennant being used in Tasmania for any streets or roads recorded in the Statewide database administered by the State Government.

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 7: We are a City planning for our future by ensuring our approach to strategic land-use, development and infrastructure is coordinated, progressive and sustainable.

10-Year Goal: To facilitate appropriate development via integrated land-use planning, infrastructure investment and transport solutions within our municipality and region.

Focus Areas:

3. To improve and maintain accessibility, transport options and infrastructure within the Launceston area, including its rural areas.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

19.4. Launceston Waste Centre Compliance Assessment of Annual Environmental Review for 2023-2024

FILE NO: SF0634, SF6227

AUTHOR: Michael Attard (Team Leader Sustainability)

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

DECISION STATEMENT:

To note City of Launceston landfill complies with all licensing requirements under Environment Protection Notice No. 7175/3.

RELEVANT LEGISLATION:

Environmental Management and Pollution Control Act 1994 (Tas)

RECOMMENDATION:

That Council:

1. notes the correspondence from the Environment Protection Authority (ECM Doc Set ID 5175406), included as an attachment to this report; and
 2. Notes that the City of Launceston complies with all conditions listed in the Environmental Protection Notice No. 7175/3.
-

REPORT:

The Council is audited annually by the Environment Protection Authority against the conditions in its Environment Protection Notice No. 7175/3. The 2023-2024 audit has found that the Council satisfies the conditions of the Notice. There were no instances of non-compliance. The Environment Protection Authority's assessment is included as an attachment to this report.

RISK IMPLICATIONS:

As the Council has been found to comply with the Notice, the risk implications are not considered relevant to this report. The risks associated with non-compliance are very serious and may include significant interruption to landfill operations.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

3. To advocate and collaborate to enhance regionally significant services and infrastructure for the benefit of our communities.

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

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

Focus Areas:

1. To provide for the health, safety and welfare of the community.

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

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

Focus Areas:

5. To support sustainable population growth in the Northern Region.

Strategic Priority 6: We protect our environment by caring for our unique natural assets and amenity and sensitively managing future development opportunities.

10-Year Goal: To enhance the unique natural character, values and amenity of our City by minimising the impacts of our organisations and our community's activities in the environment.

Focus Areas:

1. To reduce our and the community's impact on the natural environment.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Launceston Waste Centre - Compliance Assessment of Annual Environmental Review for 2023-2024 - Environment Protection Authority [**19.4.1** - 4 pages]

20. DELIVERY AND PERFORMANCE

20.1. Quarterly Report - Organisational Services Network

FILE NO: SF0927

AUTHOR: Emily Causley (Personal Assistant Organisational Services Network)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To receive a report about activities of Organisational Services Network between 1 October 2024 and 31 December 2024

RELEVANT LEGISLATION:

Not Applicable.

RECOMMENDATION:

That Council:

1. receives the Organisational Services Network Quarterly Report for the period 1 October 2024 and 31 December 2024.
-

REPORT:

UPDATE FROM ACTING EXECUTIVE LEADER

This will be the last report to the Council on the activities of the Organisational Services Network ahead of the team's transition to Delivery and Performance.

In addition to the daily leadership of the Organisational Services Network, a number of specific projects/matters were dealt with during the quarter including;

- Continue negotiations with Stadiums Tasmania on the University of Tasmania transfer and obtained Council approval of the transfer.
 - Attended the City of Launceston 10 Year Strategic Plan Workshop.
 - Present the findings of the Council Committee Review.
 - Continued work on the Level of Service Project.
 - Presented to Councillors on the revised Long Term Financial Plan.
 - Approval of the new Investment Policy by Council following completion of the Investment Governance Review.
 - Provided an update to Councillors on the draft Annual Plan and Annual Budget for 2025/2026.
 - Engaged an external firm to begin work on new Policy Framework.
 - Formed part of the St Leonards Visioning Workshop and part continued as part of the Project Reference Group.
-

- Attended the Moreton Bay Council research trip into sustainable growth.
- Part of the Albert Hall redevelopment steering committee.
- Attended the Safety Circle Steering Committee meeting.
- Attend the quarterly Audit Panel Committee meeting.

PEOPLE AND CULTURE

Manager

The Manager People and Culture has been guiding and supporting the People and Culture Team to progress agreed priorities as per their A3 Team Plans 24-25.

The Manager People and Culture has also been working with the Enterprise Agreement Advisor to progress plans for the upcoming Enterprise Agreement Negotiations, working with the CEO to prepare for and undertake the Future Direction Seriously Entertained Change (SEC), the Reclassification project and recruitment of the Executive Leadership Team vacant positions.

In addition to this the Manager People and Culture has also been undertaking business as usual (BAU) work to:

- Present the WHS Quarterly Report to the Audit Panel
- Support the UTAS Stadium - transfer of employees with the Manager Business Enterprises and Team Leader HR
- Work with HR and OD Team Leaders to review resourcing within the HR and OD Teams to ensure we have capacity and capability to achieve agreed priorities and outcomes
- Collaborate with the team to review and improve the following policies, processes and procedures:
 - Issue Resolution
 - Mental Health and Wellbeing
 - Major Workplace Change
- Undertake workplace investigations and performance management with Executive and Senior Leaders

Human Resources Team

The HR Team have undertaken the following BAU work during the last quarter:

- 37 Recruitments
 - External appointments - 21
 - Internal appointments - 16
- 36 induction checklists were due for new employees who have commenced with the City of Launceston:
 - Completed Inductions: 26
 - Status Incomplete: 10
- 20 Position Descriptions have been evaluated
- 25 employees have left the City of Launceston
- 4 exit interviews have taken place
- Participated in 1 Careers Day at Kings Meadows High School
- 4 investigations commenced within this quarter

- Working with the Manager People and Culture to continue to implement approaches to ensure we meet requirements of relevant Acts, Legislation and Regulations, including:
 - Child and Youth Safe Act
 - Right to disconnect
 - Casual conversion
 - Sexual and Gender Harassment Code of Practice
- Collaborating with the Manager People and Culture and Communications Team to develop and implement a Marketing Recruitment Strategy
- Supporting implementation of the Future Direction seriously entertained change and definite decision
- Continued to improve the recruitment and selection process
- Commenced documentation of the Workplace Investigations process

Workplace Health and Safety Team

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

- 3 Safety Circle Essentials sessions
 - 32 participants
- 4 Safety Bulletins and Alerts
- 3 Safety News publications
- 4 Risk Assessments with 4 teams/events
- 7 Audits
- 39 Hazard Inspections
- Incident Investigations
 - 4 completed
 - 3 in progress
- Facilitation of 3 WHS Committee meetings
- Facilitation of 1 PCBU meeting
- 3 Health and Safety Representative completed training
- 1 Health and Safety Representative election facilitated
- 43 process and document reviews/ additional process documentation, including:
 - Working at Heights High Level Procedure Major Update
 - Update to the Operational Safety Matrix to encompass the Hierarchy of Control for Psychosocial Hazards
 - Promotion of Breast Cancer and Menopause Month in October
 - Donations made:
 - \$525 Cancer Council
 - \$350 McGrath Foundation
 - \$350 BCNA
 - \$175 Australian Breast Cancer Research
 - Promotion of Movember raised nearly \$2000

Organisational Development Team

The OD Team have undertaken the following BAU work during the last quarter:

City of Launceston Values

Our City of Launceston's Values remain at the core of our planning and daily operations. Our Values Champions are instrumental in driving employee engagement and promoting a greater understanding of these Values through a range of initiatives and activities outlined below:

- Promoted the Value *Our People Matter* by organising the campaign "Share a Chocolate & Have a Chat," creating opportunities for meaningful connections between employees
- Celebrated our teams by sharing storytelling and photos on our internal social media platforms
- Gathered for an end-of-year reflection to review and celebrate the initiatives and efforts implemented throughout the year

City of Launceston employees can nominate their colleagues for Values Recognition cards when they notice that they are living Our Values. This quarter, we have distributed 51 Values recognitions in total over the following Values:

- Our People Matter: 19
- We Bring an Open Mind: 4
- We Care About Our Community: 26
- We Go Home Safe and Well: 2

Employee Development & Training Program

Designed, planned, and implemented training and development initiatives that are focused on enhancing corporate knowledge and capability while aligning with the Employment Development Framework (EDF) and meeting our compliance requirements.

In December 2024, the OD Team held a planning day and mapped out all the training opportunities for the first half of 2025.

During the last quarter, the OD Team coordinated and organised delivery of the following training and development initiatives, which were completed by the following Networks:

- Office of the CEO
 - Safety Circle Essentials: 1
 - ** Working with Vulnerable People: 1
- Creative Arts and Cultural Services
 - Aboriginal Cultural Safety Awareness: 2
 - Corporate Induction Tour of Facilities: 1
 - Employee Induction Training: 2
 - Environmental Risk and Sustainability: 1
 - Safety Circle Online: 2
- Community and Place Network
 - Aboriginal Cultural Safety Awareness: 10
 - Child and Youth Safety Training: 8
 - Corporate Induction Tour of Facilities: 1
 - Employee Induction Training: 7
 - Environmental Risk and Sustainability: 2
 - Provide First Aid / CPR / Basic Emergency Life Support: 4
 - Open Water Rescue Training: 6

- Safety Circle Essentials: 14
- Safety Circle Online: 6

- Infrastructure and Assets
 - Aboriginal Cultural Safety Awareness: 4
 - Child and Youth Safety Training: 1
 - Corporate Induction Tour of Facilities: 3
 - Employee Induction Training: 5
 - Environmental Risk & Sustainability (online module): 30
 - Environmental Risk & Sustainability (workshop): 71
 - Provide First Aid / CPR / Basic Emergency Life Support: 85
 - Safety Circle Essentials: 7
 - Safety Circle Online: 3
 - Traffic Management – Designer Skill Set: 2
 - Traffic Management – Implementer Skill Set: 48

- Organisational Services
 - Aboriginal Cultural Safety Awareness: 2
 - Child and Youth Safety: 3
 - Corporate Induction Tour of Facilities: 4
 - Employee Induction Training: 2
 - Environmental Risk & Sustainability Workshop: 2
 - Responsible Service of Alcohol: 1
 - Safety Circle Essentials: 7
 - Safety Circle Online: 1
 - ** Working with Vulnerable People: 1

*** To align with the Child and Youth Safe Organisations Standards (Standard 5), the Organisational Development Team has worked with the Human Resources Team to implement the Registration to Work With Vulnerable People as part of the onboarding process.*

- Diploma of Local Government
All members of the Senior Leadership Team plus one of the Team Leaders have commenced the Diploma in Local Government on the 29th of November 2024, which will run for 33 weeks:

- Team Leader's Quarterly Forum: Change Management
In December, 32 of the City of Launceston Team Leaders attended the Quarterly Forum focused on Change Management practices, where they explored how their leadership roles drive organisational change, were introduced to change management frameworks and communication practices, and learned conflict resolution techniques. The Facilitator was Michael Bonney from Productivity Improvers and the feedback was great from all participants, from the Networks below:
 - Community & Place: 10
 - Infrastructure & Assets: 9
 - Organisational Services: 13
 - Creative Arts and Culture Services: 0

Learning Management System

Concluded the acquisition and planning phase of the new Learning Management System (LMS) platform for the City of Launceston which will support online learning for our people e.g. new policies, policy refresher, inductions, new leader induction etc.

The new system uses state-of-the-art technology that will improve the OD Team's capacity to create and develop learning content, learning pathways development, user management, registration and enrolment, improved reporting and leveraging employee user experience.

Planned and commenced the implementation of the LMS by using project and change management practices to prepare:

- A Stakeholder Engagement Plan
- Communications Plan
- Allocation of resources
- Work breakdown structure / Project management (MS Project)

Planned the review and improvement of the current online learning modules to align with the current and future needs of the organisation.

Induction Tour

Facilitated 1 Induction Tour this quarter for 9 new starters. The Induction Tour provides visual context and breadth of the services the City of Launceston provides to our community.

Gathered feedback both formally and informally regarding the Induction Tour, providing valuable insights into participants' experiences. This feedback has guided continuous improvement, including updates driven by participant requests for "behind-the-scenes" insights and greater corporate awareness.

Enhancements include collaboration with other teams to provide welcome packs for new starters and maintaining the inclusion of Values Champions as presenters on each tours.

From 2025, tours will feature a meeting with The Mayor in the Mayoral Suite, and we are partnering with the Liveable Communities Team to further enhance the cultural safety of Induction Tours.

Feedback from our latest induction tour really highlighted our OD Team achieving our goal of showing more behind the scenes and leaving more time for our people to discuss their roles:

"The Tour gave me really good understanding of how big and how much is really involved in the City of Launceston."

"Fascinating to learn about different people's jobs. Loved going to Carr Villa and the tip!"

"It was informative, and meeting new people was great!"

DiSC Profile

DiSC is a framework that helps Our People understand different personality styles and how they influence our behaviour and interactions. Understanding DiSC and styles of others can improve communication, enhance teamwork, and foster more effective interactions in a professional setting.

This quarter the OD Team issued 9 DiSC assessment reports of which 5 DiSC profiles have been completed.

As of November 2024, the Senior Organisational Development Officer is an *Everything DiSC® Certified Facilitator*, helping to ensure the organisation is shaping an engaged, collaborative, and high-performing culture.

TECHNOLOGY AND INFORMATION SERVICES

Service desk

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

Data	Calculation	Result
Total number of IT tickets closed	Incidents + Service Requests completed last quarter.	3095
Total number of end-user generated IT tickets closed	Incidents + Service Requests (exl. Internal tasks, recurring tasks, events etc.) Requests completed last quarter.	1581
Total number of end-user generated tickets that were received via a phone call.	Incidents + Service Requests which have a request mode of "Phone Call" completed last quarter.	279
Knowledge base articles created and reviewed	Number of KB articles reviewed + Number of KB articles created last quarter.	50
Number of Devices Deployed	Devices deployed for the quarter including phone, tablets and pc's	53

Infrastructure Services

The Infrastructure Team is working on the following projects and preventative maintenance this quarter:

Application Whitelisting

The Technology Services Team procured and installed a software platform, Airlock Digital, a local company that provides Application Whitelisting preventing unauthorised applications from executing on council endpoints. This software further adds to council Security Posture protecting our important Information Assets.

Firewall VPN

The team have been working on a more secure Multifactor enabled VPN for access to council's network. The current system is due for replacement and doesn't meet our security requirements. This will be completed by Q4.

Core Switch Upgrade

New Core Switches have been installed with only some minor post project tasks left to complete. This has been an involved process to minimise the amount of downtime to complete the work. The new Core Switches provides greater visibility over the network helping detect threats and unusual behaviour.

Devices for all Operations Staff

Pilot program has been rolled out with key pilot devices being trialled by staff. Training was provided and feedback sought ready for full scale rollout to all Operations staff. Devices will be ordered and rolled out early in Q3.

Council Email Signature Software

Software has been procured and tested ready for rollout at go-live of the new organisational structure. The software will standardise council email signatures from information provided by the HR system. This initiative has been driven to standardise the City of Launceston brand via email.

Windows Server Upgrade

Out of Support operating systems have all been upgraded this quarter. This involves moving some software to new servers and upgrading other required software to support later server operating systems.

Windows 11 Standard Operating Environment

Work is ongoing on building the next council PC Operating Environment with the focus on security and simplicity. The current Windows 10 operating environment will be unsupported at the end of 2025.

Corporate Applications (CAT)

The Corporate Applications Team have been working on the following initiatives:

New Corporate Application

During the last quarter, we successfully delivered on Phase 1 of the Bookable project which included a period of User Acceptance Testing, overseeing training of Council Staff in Bookable, a successful Go Live delivered on the expected Phase 1 delivery date, and a handover of a support from the development team to Attekus Support.

Rates Supplementary

We have worked closely with the Receivables Team to implement Supplementary Rates against properties that have made significant change since their last property evaluation.

Capital Projects

Each year in December, the Capital Projects for the upcoming financial year (2025/2026) need to be extracted from CPD into the Investment Prioritisation Optimisation (IPO) database so that project funding can be allocated and evaluated so that a prioritisation can be set against each project.

Future Direction - Organisational Changes

We have been working on a plan for executing the required changes under the Future Direction - Organisational Changes, including doing pre-work in our test systems so we are aware of all things that need to change as well as being better prepared to make those changes.

Corporate Applications Replacement Project

Of late we have been concentrating on progressing with our Enterprise Content Management migration and workflows with our partner, ELO Digital. We recently provided a solution to key stakeholders regarding the workflow processes and have received encouraging feedback.

End Of Calendar Year Rollover Tasks.

At the end of each calendar year, a series of rollover tasks need to be completed before the new year starts. This includes, updating and running scripts to set up the new year for applications and customer requests, setting up all public holidays that are followed by Council here in Launceston so that time doesn't rollover on days when no staff are working, and changing the animal registration fees for yearly renewals so the value is halved.

Data Mining and Reporting Visualisations Aiding Evidentiary Decision Making

CAT have also been working with several areas within Council to provide reporting via Power BI, with a variety of visualisations and statistics to identify trend information to aid in decision making processes. This includes:

- A report for Environmental Health, which reports on the workload of each officer, using data such as inspections completed, requests referred to Environmental Health, and requests actioned by Environmental Health, and when each trackable task happened.
- A report for Community Assets and Design (CDT), which calculates the expenditures on Capital Projects as they were at the end of each month, which involves taking a snapshot of data to keep as a history.
- A series of reports for Information Technology, including looking at service and incident ticket requests to find the total volume of requests, the type of requests that are the most common and the average time spent working on requests, as well as a report that tracks IT Assets such as where the asset is located, the status of the asset, when the asset was acquired and when the asset was last updated.

Regulatory Business Processes

We have been working with regulatory areas of Council on building and adjusting several business processes such as the Road Occupy Permit Application, Parking Requests and Infringement Withdrawals. These are designed and 'mapped' using our Technology One solution's Application and Event based systems which allows our regulatory areas to accurately record, process and report on such information, particularly where legislative compliance is required.

Review of IT Documentation

Every 12 months we review IT Support documents to make sure they are up to date with relevant information, new additions to procedures, and to remove redundant information and discontinue the use of support documentation that is now longer required.

Keeping Our Legacy Corporate System Operational

Our Technology One Corporate Applications platform is technically a legacy platform and therefore requires ongoing management to keep it operating as we are accustomed to. We have many checks, balances, and processes in place to ensure the system runs as smooth as possible, with minimal vendor support. We recently implemented a testing procedure for upcoming Microsoft updates, so that we can be better prepared against software conflicts that could cause a loss on functionality in Technology One Applications. While we are progressing through the CARP migration this is key responsibility of the Corporate Applications team.

Information Services

For this period, Information Services has processed the following:

Data	Calculation	Result
Number of Emails through contacus@launceston.tas.gov.au	Logged as each email arrives	1257
Information Services Enquires	Calls and visist made to Information Services	122
Documents registered into ECM	Reported by each staff member	819
Mail Opened	Reported by each staff member	555
Mail Posted	Reported by each staff member	4129
Files Culled (Moved from hardcopy to digital)	Reported by each staff member	376

ELO Document Management System

The team has been working on migrating documents from the current system ECM system to the new ELO system. The team is participating as part of the CARP project delivery team.

Process Improvements

Information Services this quarter have been reviewing processes to look for operational efficiencies. The Team are now digitally recording newspaper notices reducing the time required to complete this process.

Corporate Applications Replacement Project (CARP)

Oracle Implementation Phase 1 (Finance, Procurement, HR, Payroll, Assets and Mobility)

A number of integration defects remain outstanding, the vendor has not been able to provide a workable solution and the City of Launceston are in discussions with the vendor in regards to meeting contract obligations. Due to various delays and ongoing challenges a review of the project is being conducted to determine the programmes future feasibility.

ELO Document Management System Replacement

This project is on track to be completed in Q1 2025, with a full launch in early Q2 2025. The Go-live will include the data migration of over 1 million documents, and integration with current legacy systems. User acceptance testing is scheduled to be completed during Feb/Mar 2025. With numerous End User Training sessions to be completed in March/April 2025.

Bookable Resource Booking Project

The Bookable Resource Project went live in November 2024. The first phase of the project included online booking for halls, Brisbane Street Malls and Busking Permit Applications. The next phase of the project will see the addition of bookings for the Road Safety Centre, Sports Fields, Parking Metres, Town Hall Lighting and much more! The feedback has been very positive.

Future Direction (Organisational Tweaks)

The CAT Team have been working on the IT Implementation requirements to support the Future Direction. This has included adjusting M365 configuration, network drives, as well as numerous changes to T1. This will go live on Monday 13 Jan, with Technology One (T1) changes occurring the following week once the pay period has been finalised.

Forest Tree - The CAT and GIS teams have been working with the Recreation and Parks Team to implement the Forest Tree application to assist with managing the Urban Forest strategy. This will include designing and building an integration with the GIS systems and T1 Asset systems to ensure that data is updated and available for all teams across Council.

FINANCE

Receivables

We issued 2,957 final notices for the first rates instalment and 21,105 instalment two notice reminders, a total of 24,062 rates notices issued either electronically or hard copy. We issued 1180 council certificates, 777 Certificate of Liabilities (132) and 403 Council Land Information Certificates (337). We processed 401 property ownership transfers, we also processed 46 applications for new garbage bins and 399 changes to existing bins including; damaged (242), stolen (89), replacements (4), change in size (19) and swallowed by truck (19). We issued 1379 sundry debtor invoices with a total value of \$8,987,100 and receipted associated payments for \$5,320,533, we also recorded rates payments of \$18,034,644.

Payables

The December quarter ended frantically for the Payables team as we endeavoured to pay as many suppliers as possible before Christmas and process two payrolls in the final two weeks to ensure our employees are paid over the Christmas shut down period. For the quarter we processed 7 regular fortnightly payroll payments at a total value of \$12,298,572 for 651 employees and paid \$1,923,705 to 55 different superannuation funds. We claimed \$11,856 in wage subsidies and \$5,618 in payroll tax rebates for apprentices and trainees.

We made 13 creditor payments, made up of 2,410 supplier payments totalling \$29,264,530 for 5,500 invoices we received. We held 19 payroll inductions for new employees and created 94 new suppliers in our creditors system.

Accounting

The Accounting team commenced our annual budgeting process, performing many background processes and calculations to enable us to distribute budget workings to all Council teams. We also met with all teams to assist with submissions for next year's budgets for all 190 cost centres. We also began making some changes to our system to support the future direction structure changes.

We completed the State Government Consolidated Data Collection reporting for the 2023/24 financial year and completed the quarterly Engineering Construction Survey. We also finalised the audits for Roads to Recovery (RTR) and Local Roads and Community Infrastructure (LRCI) program funding.

Before the final annual report was presented to the AGM in December, we had already commenced our financial audit for the 2024/26 financial year, completing planning meetings and visits with the Tasmanian Audit Office. We also completed an internal audit visit reviewing our processes and procedures around our general ledger journals and reconciliations.

We processed the capitalisation of 34 assets valued at \$891,916, recognised a further 49 assets contributed to council valued at \$18,439,797 and disposed of 58 assets with a combined written down value of \$64,449. We also processed 19 amendments to our budget and reported these to Council three times.

GOVERNANCE

Governance

This quarter saw the finalisation and publication of the 2023/24 Annual Report, adopted at Council's Annual General Meeting held on 12 December 2024. Work has begun to update the organisational structure and position title changes in Doc Assembler, the software used to create our agendas and minutes.

Risk

We have finalised the Enterprise Risk Management Framework, which has been presented to SLT and ELT, and is now waiting acceptance. We have been actively engaging with the Building Asset Management, Environmental Health and Tourism and Events teams regarding risk assessments and the practical application of the new framework.

Initial discussions have been had with 3rd party providers regarding risk management and business continuity management software applications which also included colleagues from the Technology and Information Services, Work Health and Safety and Emergency Management teams. The corporate applications team has been engaged to start work on trying to extract relevant "risk related" incident data from the TechnologyOne system which can be used for risk reporting and control testing. In addition, the review of Fraud and Corruption Control Framework and Risk Register has been completed and will now be submitted for acceptance.

Insurance

The quarter saw us continue to provide general insurance guidance and advice to various parties within the organisation. Types of advice provided has been in relation to various topics, some of which include:

- Advice on cover for performers/entertainers and service providers for the annual CoL Christmas Tree Lighting Christmas Carol events
- Travel insurance advice including emergency claim notification
- Inability to provide Public Libability insurance for external parties seeking cover by City of Launceston
- Exclusion of cover for damage or destruction caused by birds
- Coverage for the McWilliams art exhibition
- Directors and Officers insurance policy renewal for the Launceston Flood Authority, currently expiring 15 February 2025.

Reporting and claim statistics

	# Customer Service Requests Received		# Claims Received	# Claims Finalised	# Claims flagged with Insurer
	Property Damage	Personal			
Oct-24	9	19	3	2	3
Nov-24	16	18	3	2	1
Dec-24	8	24	1	1	0
Total*	33	61	7	5	4

Civic Affairs

- Citizenship - 70 new Australians - Tramsheds
- Facilitated visit for Ikeda Zookeepers
- Remembrance Day - Centotaph
- Civic Receptions - Town Hall
 - 75th anniversary of Soroptimist International of Launceston - 4 October 2024
 - Welcome for UTAS International students - 30 October 2024
- 2 School Tours
- Annual General Meeting refreshments - 12 December 2024

Legal

The team has finalised key documents for the transfer of York Park to Stadiums Tasmania, with the relevant documents being signed by the Chief Executive Officer in December 2024.

Five leases were approved for the October to December quarter, along with several licences over Council owned land. Four Expression of Interest campaigns were commenced for Council owned property, being the Launceston Leisure and Aquatic Centre Café, Gorge Restaurant, Basin Café and Albert Hall Café.

The team has implemented two recent decisions of Council to authorise encroachments in the city under section 75CA of the *Conveyancing and Law of Property Act 1884*.

The team has also streamlined Council's delegations under the *Building Act 2016*. The team intends to bring a number of further recommendations on delegations to Council in the coming weeks, necessitated by the recent restructuring of the organisation.

Procurement

Request for tenders (RFTs) and request for quotations (RFQs) for projects: In collaboration with various departments within the Council there have been 7* RFTs prepared and executed and 3 RFQs. Tables attached marked Annexure "A" and Annexure "B" provide specific details of the projects.

All RFTs and the majority of RFQs were issued via the Tenderlink Website and monitored for procedural compliance including numerous Tender Addendum's responding to Tenderers questions on various projects.

* Two tenders are still being assessed and will be brought to a future Council meeting

Equipment/asset upgrades: New replacement printers were obtained for Governance and Information Services at a total cost of \$15,718.00.

A high-performance multi-function printer was purchased under the Sustainability Initiative Fund for the Building and Planning team which also offers extensive creative functions that can be utilised by all staff within the Council. The cost of the new printer was \$26,360.00.

New and ongoing council suppliers: Approximately 58 new and re-activated suppliers have been added to the Council's database during this quarter. Updated Insurances for all current suppliers are reviewed and updated on a daily basis to ensure availability of services and Contractors on the T1 System.

Stores - Remount Road: Warmer weather means a change of supplies for our outdoor crews including snake kits, sunscreen, hats and other summer protection items.

Supply need increase at this time of year for QVMAG, Royal Park and other Council assets meaning an increase of ordering and delivery of essential items.

Stores are also trialing a new supplier of safety gear for the Remount Road crews.

INNOVATION AND PERFORMANCE

The Innovation & Performance team continue to provide input and support to the development of the new strategic plan.

Strategy, Economic Development & Analytics (SEDA)

GIS

GIS Services Reset: An internal project is underway to upgrade the current aging ArcGIS Enterprise system, clean and migrate legacy spatial datasets, assess and document key users' requirements, and develop new mapping applications in ArcGIS Portal to replace the existing internal legacy Geocortex mapping system. It is expected this project will take a minimum of 2 years to complete as part of our normal continuous improvement and

capacity rebuilding. This project is essential to leverage the many new mapping capabilities available in ArcGIS Enterprise 11.3.

Shop Survey Web Map: An audit of all businesses within the Launceston business district is complete. A web map has been published to visualise the collected data - [LINK to map](#)

Planning Map for George Street Planter Boxes: In collaboration with Community Engagement and Parks and Recreation, the GIS team created a map to visualise the layout of new planter boxes and impact on available car spaces within 100m of the area. This map was used to help promote the project to the public and stakeholders.

Fuel Modified Buffer Zone Map: The GIS team developed a field map to assist Parks and Recreation staff to manage and assess the areas marked for clearing as fire breaks. This field map helped streamline the process, by providing field staff with up-to-date information while performing their duties.

Esri Local Government Conference: In collaboration with Esri Australia and Esk Spatial, the GIS and Analytics team hosted and helped organise the Esri Local Government User Conference (Launceston). This conference was run in both Hobart and Launceston and provided the opportunity to highlight several GIS projects from around Tasmania, while also sharing learnings and achievements. During these two events, work from the City of Launceston was presented by Esk Spatial, Alex Crothers and Tony McDonald. These presentations included a history and overview of the GIS program at Council, the work to date on the 3D city model, the State of the City report, and the Fuel Modified Buffer Zone map and field application.

Invermay Traffic Model of New Intersection: To assist the Transport and Planning teams with their work relating to the new intersection in Invermay, the engineering CAD drawings were integrated into the City of Launceston 3D city model. This updated model provided an accurate representation of the proposed changes to the intersection, so that more informed decision making could take place.

Before You Dig Australia (BYDA): With the increased reliance upon internal and external parties being aware of underground services and utilities, a full review of our data, maps, and response templates was undertaken to ensure up-to-date information was available and provided to requestors of the BYDA service. The GIS Team's work has achieved a more robust end-to-end process and data flow to the BYDA service and end users.

Business As Usual: The GIS team has been regularly reviewing and updating internal and external web maps, associated spatial data, and the supporting infrastructure, both in support of the GIS Reset project and user requests.

Analytics

Support to teams and projects: Including BAU and general analysis of data such as activity at events, advice on methodologies to consider for data processing, re-presenting survey information in a variety of formats to highlight insights, ad-hoc analysis based on a variety of requests. Work with Power BI and other tools to save other people time – aiming for the 80% solution for the many. Attended a variety of discussions, evaluations and presentations to provide contributions from a data analysis/data management perspective.

Evaluating new tools / products / version releases: Focusing on AI, visualization. Notably, Infogram as a tool for People and Culture, State of the City and other uses such as dashboards. Evaluation REMPLAN and economy.id for potential as general data sources.

External stakeholder engagement: Sharing learnings, building relationships. Enterprize (Teresa O'Rourke: Startup Community Coordinator), Chamber of Commerce (Damien Ivereigh: President). On behalf of the team, Data Analyst Tony McDonald attended the National Economic Development Conference in Melbourne to receive the National Award for Economic Development: Recovery and Resilience for the Business Activity Survey. Presented City of Launceston work on State of the City and other GIS-related activities to the 'Transforming Local Government with GIS Innovation' conference at the Town Hall. This led to intense interest in the teams' work from ESRI, our GIS systems supplier.

Business Activity Survey: Continued to liaise with our external consultants to ensure the tool fits our purpose and provides flexibility for the future.

State of the City 2024 report: Continuing to gather data and create visualisations (primarily maps and interactive reports). Discussions around change of purpose, with the aim to better align with Strategic Plan. Presentation to Senior Leadership Team to highlight work done so far and elicit feedback.

Economic Development

Launceston Central Operational Agreement: Council has confirmed to renew the Operational Agreement and Memorandum of Understanding for Launceston Central. As part of this renewal, the team has been tasked with refining and developing Key Performance Indicators (KPIs) to ensure they effectively align with the city's strategic priorities.

Spendmapp Tool: Successfully implemented for tracking economic activity, providing insights into trends across Launceston, including the CBD. Findings have been shared internally with staff and Councillors.

Workshops and Engagement:

- The team has actively engaged in the Northern Regional Connect forums, organised quarterly by State Growth. These sessions provide an opportunity to share updates on current projects and priorities while gaining valuable insights into initiatives from neighbouring councils and industry bodies. This collaboration supports a coordinated approach to economic development across Northern Tasmania, ensuring Launceston's efforts align with broader regional priorities.
- Contributed to the Population Change in Northern Tasmania Workshop organised by UTAS and NTDC, offering insights from Launceston and supporting regional research.
- Maintained monthly meetings with Business Tasmania, aligning strategies for local business development.
- Participated in the Launceston Employment Partnership Group, contributing to employment strategies and initiatives.

The team continues to provide economic input for key projects and assessments, ensuring alignment with broader strategic goals.

Awards and Recognition: The City of Launceston won the National Economic Development Australia Award 2024 under the Recovery and Resilience category for its innovative approach to the Business Activity Survey, positioning Launceston as a leader in economic development.

Economic Development Officer, Karishma Kodavali was awarded the Economic Development Rising Star Leadership Award by Economic Development Australia. This award recognises the outstanding achievement by a young, emerging leader in the economic development profession.

City Innovation

UTAS Air Quality Sensor Project Collaboration: In the previous quarterly report, the air quality sensor project was detailed. The network has since expanded from 5 sensors to 8, with the latest locations including Prospect, Youngtown, and Riverside. While some sensors, such as the one in Riverside are outside the Launceston municipal boundaries, it is important to monitor areas most affected and track smoke movement. The data is now being utilised by the Environmental Health Team to inform the development of the Clean Air Strategy.

Digital Literacy Working Group: The team are collaborating with the IT Team to identify surplus computer hardware that was otherwise destined for e-waste. Following the recent staff sale, where employees had the chance to purchase used PCs or laptops, a significant number of items remain.

Community Housing Tasmania and City Mission are willing to manage the logistics, reducing the impact on Council resources. This initiative is a fantastic example of the circular economy in action, while also promoting digital inclusion in some of our most disadvantaged communities.

AI Policy Development: The draft AI Policy has been reviewed with input from all stakeholders and is now with the legal team for finalisation.

The SEDA team has started planning and scheduling sessions with teams across Council to discuss the policy and provide practical demonstrations on AI usage. These sessions will be interactive, with real life examples tailored to each team's specific needs.

Staff Micromobility Devices: After a successful 12 month trial of leasing an e-Scooter and e-Bike for staff commuting between job sites, we are now in the process of purchasing devices and properly embedded into Council fleet.

The trial review found that the devices were used an average of four times per week, excluding a period when one device was stolen. Usage was significantly higher during the summer months. Approximately 75% of journeys would have otherwise been made using a fleet vehicle, with the average distance travelled being around 2kms. The average trip was also reported to be more time efficient than using a fleet vehicle, particularly when factoring in parking considerations. The e-Bike and e-Scooter are stored at Town Hall, ensuring easy access for staff with an induction process in place to familiarise users with relevant legislation, bylaws and safe riding.

This initiative has been a collaborative effort involving the Sustainability, WHS, and SEDA teams, aligning with the Sustainability Strategy, City Innovation Strategy, and Transport

Strategy. Moving forward, the devices will be integrated into the Council fleet and managed by the Operations team.

EV Charger Network: Development of the EV Charger Expression of Interest is progressing, with the goal of identifying a suitable operator with a sustainable business model to take on ownership, maintenance, renewals and profit from the Council's existing EV charger network. This approach aims to reduce the Council's resourcing and funding commitments while delivering improved outcomes for the community. The EOI is expected to be released by early February.

City Innovation Officer Cam Smith recently represented the Council at the National Australian Electric Vehicle Association (AEVA) annual conference, held in Hobart for the first time. The event attracted around 200 attendees. Cam participated in a panel discussion and delivered a presentation highlighting the Council's transition to electric initiatives. The presentation included light fleet, heavy plant, minor plant, public micromobility trial and the public EV charger network. The conference provided an excellent opportunity to share the Council's vision and generated significant interest in the upcoming EOI from various organisations.

CCTV Notice of Motion: In response to the recent Notice of Motion to review CCTV in the CBD, the SEDA team has provided support and guidance to the Building Assets team who currently look after the CCTV system. Drawing on their expertise and experience with similar projects, SEDA has assisted in putting together the scope of works for the RFQ and provided a platform to visualise existing asset locations to support an audit.

While this project is within the portfolio of the Building Assets team, SEDA has contributed key insights to ensure the scope of works addresses critical considerations. This scope will form the basis of a Request for Quotation (RFQ) to engage a suitable partner for an independent assessment of the Council's CCTV network.

The review will include factors such as privacy, transparency, stakeholder collaboration, adequate signage, access control, audit trails, governance and legal requirements to ensure a comprehensive and balanced approach to enhancing the CCTV network.

Flood Intelligence System Improvements: SEDA continues to support improvements to the Flood Intelligence System by project managing the installation of two additional CCTV cameras atop the Silo's building in Invermay, including coordinating formal agreements. These cameras provide important visuals to help inform decision making during flood events.

The new cameras are part of the existing network which includes two cameras on the West Tamar Road bridge opposite Kings Bridge and two on a tower at UTAS Stadium, forming a comprehensive visual component of the flood intelligence system. The cameras add significant value to the river level sensors and other data visualised on the system's dashboard. Work is also underway to install a time lapse camera at Henry Street, providing real-time visuals of a key road frequently affected by flooding

Partnerships and grants: The team supported City Deal partners and UTAS for the official opening the University of Tasmania's new building, The Shed.

The team supported the grant application development and submission for the Princess Theatre and Earl Arts Centre Redevelopment.

Performance and Planning

Business Improvement

Supported 5 internal business improvement processes across various teams in the organisation.

Commenced review and development of Continuous Improvement tools and training materials.

Investigation into Land Information Certificates (337) process undertaken to demonstrate the application of Business Improvement tools and techniques in a council context. Findings will be collated and shared with teams and leaders during Q3 24/25.

Business Improvement have been exploring the available functionality of Microsoft Teams and associated applications. Work is well underway with the Innovation & Performance team to develop an improved solution design for reimplementation in Q3 2024/25. It is expected that the process undertaken and the guidelines/training that are being developed may also be of value to other teams across the organisation.

Several teams have approached Business Improvement to help resolve issues with their information management practices. The issues are complex and have developed over an extended period of time. Through a planned and consultative process, BI is helping these teams to better understand their requirements and then develop a structure and strategy that is logical, documented and sustainable. This work will continue into 2025 but should provide significant benefits and reduced risks well into the future.

Corporate planning

Progressed the planning and preparations for the compilation of the City of Launceston Annual Plan 2025/2026 including:

- Two drafting workshops held in November with Senior Leaders.
- Working with Senior Leaders, General Manager Organisational Services and Chief Executive Officer to review and define the criteria for annual plan actions.
- Presentation to Councillors at workshop on 12 December to provide initial drafting update.
- Coordination of the completion of project scoping documents for the proposed annual plan actions.
- Compiled the first quarter progress report on the City of Launceston Annual Plan 2024/2025 including a review of the administrative process and a redesign of the report which was presented to Councillors in the new format at Council Meeting on 12 December.
- Commenced project to develop business as usual metrics to represent the services organisation wide. The initial intent of the project was to explore the creation of an infographic based quarterly report. Discussions are progressing about the suitability of this stand-alone report versus the consideration on how to integrate with the existing reports.

Community Engagement

Engagement Undertaken (Oct – Dec 2024) (Click on the project to view the dedicated engagement page.)

Dates	Details	Method/s	Response s	Next stage
<u>Carr Villa Memorial Park Cemetery Masterplan</u>				
Oct - Nov 2024	Second phase of engagement undertaken to understand why they visit Carr Villa, what they love and what improvements they would like to see. This data will be used to develop the Masterplan. <i>*First round of engagement occurred via Tomorrow Together program Feb to March 2024.</i>	<ul style="list-style-type: none"> • Tomorrow Together Page • Survey • Mapping Tool • Open Day • Tours 	305 responses	Final stage of engagement on the draft Masterplan scheduled for March 2025
<u>Recreation & Open Space Strategy (ROSS)</u>				
Oct- Nov 2024	Final phase of engagement undertaken with key stakeholders to seek feedback on the draft Strategy. <i>*Multiple engagement phases occurred in 2024 via Tomorrow Together program and standalone.</i>	<ul style="list-style-type: none"> • Konveio Tool • Tomorrow Together page 	11 stakeholder responses (over 140 views)	Close the loop with community and stakeholders once Strategy has been endorsed.
<u>George Street Dining Deck Trial</u>				
Oct - Dec 2024	Engaged with local businesses to provide information and seek interest for businesses to participate in the dining deck trial (Dec 2024 to March 2025). EOI received from 12 businesses but due to locations, only 9 were able to participate.	<ul style="list-style-type: none"> • Info sessions • Tomorrow Together Page • Survey 	Feedback is mixed.	Continue to monitor and receive feedback throughout the trial.

<u>St Leonards and Waverley Neighbourhood Plan</u>				
Nov - Dec 2024	First phase of engagement target those who live, work or travel to the area to understand what additional facilities people would like to see located in the area and what their priorities are for the future. This data will be used in the development of the draft Neighbourhood Plan.	<ul style="list-style-type: none"> • Tomorrow Together Page • Survey • Mapping Tool 	418 survey responses + 247 responses to mapping tool	Second stage of engagement on the draft Neighbourhood Plan scheduled for March 2025.
<u>Oakden Park Playground</u>				
Nov - Dec 2024	Engaged with the local community/residents on the installation of play equipment at the newly developed Oakden Park in Youngtown.	<ul style="list-style-type: none"> • Tomorrow Together Page • Survey/Fund it Tool 	247 responses	Close the loop with residents on the outcomes of the engagement.
<u>Invermay Road/Lindsay Street Intersection Upgrade</u>				
Nov - Dec 2024	Engaged with local residents and key stakeholders on the planned	<ul style="list-style-type: none"> • Letter box delivery • In person • Tomorrow Together Page 	Inform only	Local residents, businesses and community to be kept updated throughout works via Tomorrow Together page.

New Engagement Tool

For the Oakden Park Play Space engagement, we used a new tool called 'Fund it' which is integrated within the Social PinPoint platform.

This tool offers participants an interactive way to engage, using an imaginary budget (in dollars or points) to allocate towards potential projects they wish to see funded. The allocated budget is deducted as participants vote on a predetermined list of options. For this project, we used the tool as a prioritisation mechanism. Residents were given five points to distribute among their preferred play equipment choices for the park. The tool is visually engaging, user-friendly, and an effective way to gather community feedback. An example screenshot is provided below.

Choose your preferred Main Play Unit


Vote for either Option A or Option B

Your remaining points:

1 pts


MINIMUM SPEND
1 PTS

Sort by



Main Play Unit - Option A
[Read More](#)

Cost: 1 pts



Main Play Unit - Option B
[Read More](#)

Cost: 1 pts

Building Internal Capacity - Engagement Training

As part of our Community Engagement Strategy, we are committed to ongoing training and development for engagement staff. This ensures employees have the skills and resources needed to effectively engage with the community.

Following the successful rollout of engagement training in 2023, a one-day 'Engagement Essentials' course is being planned for quarter 3. This training is designed for employees who have engagement as a key part of their role but were not included in previous training. The in-house training will be facilitated by the International Association of Public Participation (IAP2), with a participant limit of 20–25. We are currently finalising nominations from Senior and Team Leaders.

Additionally, we have invited neighbouring Councils (Meander, West Tamar, and Northern Midlands) to nominate their engagement staff, supporting action 8 of the strategy, which promotes informal networks with surrounding LGAs.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.2. Highway Dedication - Inveresk Bridge (Stage 2)

FILE NO: SF7296

AUTHOR: Duncan Campbell (Team Leader Legal Services)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the taking over of the Boland Street to Inveresk Pedestrian Bridge as a highway maintainable by the Council.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government (Highways) Act 1982 (Tas)

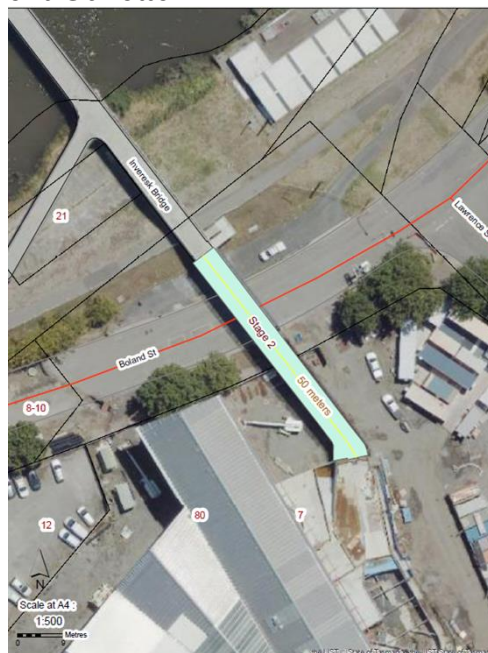
PREVIOUS COUNCIL CONSIDERATION:

Council - Date of Meeting - Agenda Item Number - Precis
Workshop - Date of Meeting – Precis

RECOMMENDATION:

That Council:

1. by resolution, pursuant to section 12 of the *Local Government (Highways) Act 1982* (Tas), declares that the second stage of the Inveresk Bridge totalling approximately 50 metres, identified as Stage 2 in the image below, is to become a highway maintainable by the Council on the date of publication of this resolution in *The Tasmanian Government Gazette*:



2. requests the Chief Executive Officer to cause a copy of the highway declaration at Recommendation 1 to be published in *The Tasmanian Government Gazette* but only once satisfied that all relevant requirements have been met.
3. pursuant to section 175 of the *Local Government Act 1993* (Tas), approves the acquisition of an easement over approximately 254m² of land at 80 Cimitiere Street, Launceston, identified as Public Right of Way in the image below:



4. requests the Chief Executive Officer to determine any other detail and enter into any documentation necessary to transfer ownership of the bridge structure and easement to the Council, and to allow the highway to be created.
5. notes, for the avoidance of doubt, that the term Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas).

REPORT:

On 3 February 2023, the Council issued DA0582/2022 authorising the construction of the second stage of the Inveresk Bridge (Stage 2). Stage 2 commences at the southeast corner of the first stage of the bridge, over Boland Street, and onto land owned by the University of Tasmania at 80 Cimitiere Street, Launceston.

Consistent with the process that was undertaken for the first stage of Inveresk Bridge, it is proposed that Stage 2 will be transferred to the Council and become a public highway.

The University of Tasmania intends to grant an easement in favour of the Council over the existing footpath that connects Stage 2 to Cimitiere Street, near the intersection with Boland Streets.

The University of Tasmania and Council officers are in the process of finalising documentation necessary to transfer ownership of Stage 2 and the easement to the Council.

Once all relevant documentation is in executed, a notice will be placed in *Tasmanian Government Gazette*, and Stage 2 will become a public highway.

Higher quality copies of the images referred to at Recommendation 1 and 3 are provided as attachments to this report.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

The asset will be depreciated in accordance with the Council's standard accounting practices.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Inveresk Bridge Stage 2 [20.2.1 - 1 page]
2. Right of way at 80 Cimitiere Street [20.2.2 - 1 page]

20.3. Delegation under the Land Use Planning and Approvals Act 1993 (Tas)

FILE NO: SF0113

AUTHOR: Duncan Campbell (Team Leader Legal Services)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the delegation of functions and powers under the *Land Use Planning and Approvals Act 1993* (Tas).

RELEVANT LEGISLATION:

Land Use Planning and Approvals Act 1993 (Tas)

Land Use Planning and Approvals Regulations 2014 (Tas)

Acts Interpretation Act 1931 (Tas)

Local Government (Meeting Procedures) Regulations 2015 – regulation 15

Local Government Act 1993 (Tas) - section 22(4)

PREVIOUS COUNCIL CONSIDERATION:

Council - 23 August 2004 - Authorisation to use Part 5 Agreements to Protect Council Assets

Council - 26 August 2013 - Delegation of Powers - Land Use Planning and Approvals Act 1993

Council - 13 August 2018 - Delegation from Council to General Manager - Land Use Planning and Approvals Act 1993 and Land Use Planning and Approvals Regulations 2014

Council - 14 November 2019 - Delegation from Council to Council Officers - Land Use Planning and Approvals Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 6 of the *Land Use Planning and Approvals Act 1993* (Tas):

(a) revokes any previous delegation made by Council in respect of the *Land Use Planning and Approvals Act 1993* (Tas) and the *Land Use Planning and Approvals Regulations 2014*.

(b) delegates to the holder(s) of the position(s) in Column One of the schedule listed at Recommendation 2, the powers and functions under the sections of the *Land Use Planning and Approvals Act 1993* (Tas) and the *Land Use Planning and Approvals Regulations 2014* (Tas) specified in Column Two of that schedule, subject to restrictions (if any) referred to in Column Three of that schedule.

2. pursuant to section 23AA(2)(b) of the *Acts Interpretation Act 1931* (Tas), authorises the Mayor to evidence the delegations made by this decision, by signing an instrument of delegation referring to this decision and replicating, either exactly or in substance, the terms of the delegations effected by these Recommendations.
3. notes that the following table is the schedule referred to at Recommendation 1.

The Schedule

Column One	Column Two	Column Three
Position	Extent of Delegation	Restrictions
<p>Chief Executive Officer</p> <p>Executive Leader Community Assets and Design</p> <p>Senior Leader City Development</p>	<p>Sections 35C, 35F, 35G, 35I, 35M, 35P, 40G, 40K, 40U, 40W, 42D, 43(2), 43(6), 43(7), 43(9), 43(10), 48AA, 48A, 51, 52(1B), 53(5A), 54, 55, 56, 57(2), 57(3), 57(5), 57(6), 57(6)(b), 57(6A), 57(7), 57A, 58, 59(7), 61, 63, 63B(3), 65C(5), 65G, 71, 74(3), 75, 76, 78, together with all functions and powers contained in the <i>Land Use Planning and Approvals Regulations 2014</i></p>	<p>The delegation under section 57(2) is exercisable only where such an application cannot lawfully be approved; and/or only exercised where an applicant will not agree to an extension of time that appears that Council will not be able to deal with the application within the time prescribed by section 57 of the <i>Land Use Planning and Approvals Act 1993</i> (Tas); and/or only where Council is not able to or does not make a decision upon the application within the time prescribed under section 57 of the <i>Land Use Planning and Approvals Act 1993</i> (Tas).</p> <p>The delegation under section 57(6) is exercisable only in those cases where: (a) no, or up to two, representations have been received in respect of such applications pursuant to section 57 of the <i>Land Use Planning and Approvals Act 1993</i> (Tas) and/or (b) any submissions received from a regulated entity pursuant to section 56P(1) of the <i>Water and Sewerage Industry Act 2008</i>, indicates it 'does not object to' or 'does not object if the permit is subject to conditions' regarding a notice of application from Council to the regulated entity pursuant to section 56O(2) of the</p>

		<i>Water and Sewerage Industry Act 2008.</i>
Team Leader Planning Assessments Senior Town Planner Development Senior Town Planner - Policy and Projects Town Planner Graduate Town Planner Urban Design Planner Heritage Planner	Sections 40G, 40K, 40U, 42D, 43(2), 43(6), 43(7), 48AA, 48A, 54, 57(3), 60P(4), 60Q(5), 61, 63, 65C(5), 71, 74(3), 75, 76, 78 together with all functions and powers contained in the <i>Land Use Planning and Approvals Regulations 2014 (Tas)</i>	
Senior Leader Health and Compliance Team Leader Compliance Planning Compliance Officer	Sections 48AA, 48A, 64, 65C(5)	
Team Leader Statutory Services Statutory Services Officer	Sections 57(3), 71, 74(3), 75, 76, 78 together with all functions and powers contained in the <i>Land Use Planning and Approvals Regulations 2014 (Tas)</i>	
Permit Authority Officer Planning Administration Officer Administration Officer - City Development Administration Assistant	Sections 57(3) together with all functions and powers contained in the <i>Land Use Planning and Approvals Regulations 2014 (Tas)</i>	

REPORT:

Council has previously made a number of decisions delegating its functions and powers under the *Land Use Planning and Approvals Act 1993 (Tas)* (the Act) and *Land Use Planning and Approvals Regulations 2014 (Tas)* to the Chief Executive Officer and various other Council officers.

As a result of the Seriously Entertained Change that took effect on 13 January 2024, executive and senior management position titles across the organisation have changed. As a result, previous delegations have ceased to have full force and effect. Until revoked, the previous delegations will continue to have effect in respect of the Chief Executive Officer and other officers whose position titles have not changed.

In order to address the changes to position titles, it is recommended that Council approve new delegations that bring forward the decision of Council on 14 November 2019. The other previous delegations were in effect brought forward by the decision of Council on 14 November 2019, and will be made formally redundant if the Recommendations are carried.

A marked-up copy of the terms of the Council decision of 15 December 2019 is provided at Attachment 1, capturing relevant changes. The proposed changes are summarised as follows:

- The position title of "General Manager Community and Place" becomes "Executive Leader Community Assets and Design"
- The position title of "Manager City Development" becomes "Senior Leader City Development"
- The position title of "Manager Health and Compliance" becomes "Senior Leader Health and Compliance"
- The position title of "Permit Authority" has been removed, as the position no longer exists as an employee position, but is rather Council itself
- The reference to section 52(1B) has been removed, as this is an inherent power of the Chief Executive Officer, not Council, and therefore cannot be delegated by Council
- The conditions applying to the delegation of section 57A have been removed, as section 57A is exercisable prior to the determination of a permit application, not as part of an appeal. Mediation conducted as part of an appeal occurs in accordance with the provisions of the *Tasmanian and Administrative Tribunal Act 2020*
- Previous delegations of sections 60P(4), 60Q(5), 60Y have not been brought forward, as the sections have changed
- The former sections 38(1), 39(2), 43J and 43K of the Act no longer have effect in Launceston due to Local Planning Schedules taking effect, with their equivalent sections of 40G, 40K, 42D and 43 added where relevant
- All provisions of the regulations will be delegated to relevant officers, to ensure that notice and other procedural requirements can be achieved in the most efficient manner
- Including the delegation of section to Chief Executive Officer, Executive Leader Community Assets and Design and Senior Leader City Development, in addition to existing positions
- Other small changes to referencing

A summary of the functions and powers that have been identified as suitable for delegation is provided below.

Section	Summary	Description of function or power
Section 35C	Notice of exhibition of draft LPS (Local Provisions Schedule)	Enables the public exhibition of a draft Local Provisions Schedule (LPS)
Section 35F	Report to Commission about exhibition	Enables a report to the planning commission following a public exhibition process for a draft LPS
Section 35G	Notify Minister as to whether amendment of SPPs is required	Enables advice to be provided to the Planning Commission (Commission) if it is considered that an amendment to the SPPs should be made

Section 35I	Withdrawal of draft LPS	Enables an application to the Commission for approval to withdraw a draft LPS prepared by the planning authority
Section 35M	Notice of approval of Local Provisions Schedules	Provides for the publication of a prescribed notice of the approval of a LPS
Section 35P	Conduct of review	Enables a review of a LPS or a part of a LPS
Section 40G	Notice of exhibition	Requires the publication of an exhibition notice in relation to the draft amendment of a LPS
Section 40K	Report to Commission on draft amendments	Requires the provision of a report in relation to draft amendments to an LPS
Section 40U	Require further information	Provides for the requirement for further information
Section 40W	Determination of amendment	Provides for the approval or refusal of a permit application where amendment to LPS is required
Section 42D	Correction of mistake	Allows the correct of mistakes in a permit
Section 43(2)	Amend or refuse to amend	Provides for the amendment or refusal of a request to amend a planning permit
Section 43(6)	Serve notice in writing	Provides for notice of a permit amendment to the applicant and other relevant people
Section 43(7)	Notify the Board of the Environment Protection Authority	Requires that notice is given to the Environmental Protection Authority where a relevant permit condition is amended
Section 43(9)	Notify the Commission	Requires that notice is given to the Commission where a relevant permit condition is amended
Section 43(10)	Notify the Heritage Council	Requires that notice is given to the Heritage Council where a relevant permit condition is amended
Section 48AA	Enforcement of major project permits	Requires the enforcement or observance of any condition or restriction to which a major project permit is subject
Section 48A	Notice to remove signs	Enables notice to be given to require a person to cease erecting or to remove a sign, or otherwise remove the sign and restore the land
Section 51	Permits	Requires that a person must not commence any use or development which, under the provisions of a planning scheme, requires a permit and sets out the requirements that must be considered by the Council
Section 53(5A)	When does a permit take effect?	Enables the granting of a (once only) extension of the period during which a use or development in respect of a permit was granted must be substantially commenced

Section 54	Additional information	Enables a requirement to be made of an applicant for a planning permit to provide additional information
Section 55	Correction of mistakes	Allows the correct of mistakes in a permit
Section 56	Minor amendments to permits issued by a planning authority	Enables the minor amendment of a planning permit
Section 57	Applications for discretionary permits	Enables the approval or refusal of an application for a discretionary planning permit
Section 57A	Mediation	Enables mediation in respect of a permit application
Section 58	Application for other permits	Enables the granting of a permit either unconditionally or subject to conditions or restrictions for an application for a non-discretionary permit
Section 59(7)	Determining application for a permit	Enables a decision on a permit application at any time before an appeal is lodged
Section 61	Appeals against planning decisions	Provides for appeals to the Tasmanian Civil and Administrative Tribunal
Section 63	Obstruction of sealed schemes	Allows work to be carried out as ordered by a court
Section 63B(3)	Notice of suspected contravention, &c., may be given	Requires provision of notice where a person has alleged a contravention or failure to comply with the planning scheme or other requirements
Section 64	Civil enforcement proceeding	Enables a person to apply for a civil enforcement order and specifies relevant requirements of the parties
Section 65C(5)	Enforcement notices	Requires additional service of an enforcement notice on the owner of land, where the person on whom the notice is served is not the owner
Section 65G	Cancellation of permits	Enables the cancellation of a permit following issuance of notice of intention to cancel a permit
Section 71	Section 71 agreements	Enables an agreement with an owner of land
Section 74(3)	Duration of agreement	Enables an agreement to be ended with the approval of the Commission or by agreement with all parties
Section 75	Amendment of agreements	Enables an agreement between the planning authority and all persons who are bound by any covenant in the agreement to be amended by agreement
Section 76	Agreement to be lodged with Commission	Requires the lodgment of a copy of an agreement at the office of the Commission without delay after the agreement is made
Section 78	Registration of Agreement	Enables registration of an agreement against the relevant certificate of title

Local Government (Meeting) Regulations 2015 - Regulation 18

In accordance with the requirements of regulation 18 of the *Local Government (Meeting) Regulations 2015*, the following information is provided.

If the Recommendations are carried, it will result in the overturning of the previous Council decisions to delegate its powers under the Act, including the decisions of 14 November 2019, 13 August 2019, 26 August 2013 and 23 August 2004.

The previous decisions did not explicitly require that certain action be taken. However, section 22(4) of the *Local Government Act 1993* (Tas) provides that the Chief Executive Officer is required to keep a register of all of Council's delegations. That requirement has been met in respect of each relevant decision.

RISK IMPLICATIONS:

Risks relevant to this item are discussed in the report above.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. LUPAA delegations - marked-up changes 2025 [20.3.1 - 3 pages]

20.4. Delegation under the Local Government (Highways) Act 1982

FILE NO: SF0113

AUTHOR: Duncan Campbell (Team Leader Legal Services)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider delegation of functions and powers under the *Local Government (Highways) Act 1982* (Tas).

This decision requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government (Highways) Act 1982 (Tas)

Acts Interpretation Act 1931 (Tas)

Local Government (Meeting) Regulations 2015 - Regulation 18

Local Government Act 1993 (Tas) - section 22(4)

PREVIOUS COUNCIL CONSIDERATION:

Council - 7 February 2019 - Agenda Item 15.3 - Delegation from Council to General Manager and Council Officers - *Local Government (Highways) Act 1982* (Tas)

Council - 11 July 2019 - Agenda Item 19.1 - Delegation from Council to General Manager and Council Officers - *Local Government (Highways) Act 1982* (Tas)

Council - 14 November 2019 - Agenda Item 19.3 - Delegation from Council to Council Officers - *Local Government (Highways) Act 1982* (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 124 of the *Local Government (Highways) Act 1982* (Tas):
 - (a) revokes any previous delegation made by Council in respect of the *Local Government (Highways) Act 1982* (Tas).
 - (b) delegates to the holder(s) of the position(s) in Column One of the schedule listed at Recommendation 3, the powers and functions under the sections of the *Local Government (Highways) Act 1982* (Tas) specified in Column Two of that schedule, subject to restrictions (if any) referred to in Column Three of that schedule.
-

2. pursuant to section 23AA(2)(b) of the *Acts Interpretation Act 1931* (Tas), authorises the Mayor to evidence the delegations made by this decision, by signing an instrument of delegation referring to this decision and replicating, either exactly or in substance, the terms of the delegations effected by these Recommendations.
3. notes that the following table is the schedule referred to at Recommendation 1.

The Schedule

Column One	Column Two	Column Three
Position	Extent of delegation	Restrictions
Chief Executive Officer (CEO)	Sections 7(2), 10, 11, 19, 20, 27, 30, 31, 32, 34, 39, 40, 41, 42, 43, 44, 45, 46, 50, 52, 54, 55, 95, 96, 99, 104, 107, 109, 110, 112	Except in the case of an emergency, section 27 may only be exercised with 14 days' written notice to the landowner. Section 54 may only be exercised with the permission of the landowner.
Executive Leader Community Assets and Design	Sections 7(2), 10, 19, 20, 27, 30, 31, 32, 34, 39, 40, 41, 42, 43, 44, 46, 50, 52, 54, 95, 96, 99, 104, 109, 110, 112	Except in the case of an emergency, section 27 may only be exercised with the CEO's approval and with 14 days' written notice to the landowner. Section 39(9) may only be exercised with permission of GM. Section 54 may only be exercised with the permission of the landowner.
Senior Leader Operations	Sections 27, 30, 34, 39, 42, 44, 54, 104	Except in the case of an emergency, section 27 may only be exercised with the CEO's approval and with 14 days' written notice to the landowner. Section 39(9) may only be exercised with permission of the CEO. Section 54 may only be exercised with the permission of the landowner.
Manager Infrastructure and Engineering	Sections 10, 19, 20, 27, 30, 31, 32, 34, 39, 40, 41, 42, 44, 46, 54, 95, 96, 104	Except in the case of an emergency, section 27 may only be exercised with the CEO's approval and with 14 days' written

		notice to the landowner. Section 39(9) may only be exercised with permission of the CEO. Section 54 may only be exercised with the permission of the landowner.
Team Leader Transport	Sections 19, 20, 27, 30, 31, 34, 39, 44, 54, 95, 96, 104	Except in the case of an emergency, section 27 may only be exercised with the CEO's approval and with 14 days' written notice to the landowner. Section 39(9) may only be exercised with permission of the CEO. Section 54 may only be exercised with the permission of the landowner.
Executive Leader Performance and Delivery	Sections 45, 55(1), 104, 107, 109	Section 55(1) may only be exercised to allot a number and cannot be used to have a building marked with a number.
Senior Leader Health and Compliance	Sections 45, 104, 107	
Team Leader Parking	Sections 104, 107	
Team Leader Regulation Services	Section 45	
Team Leader Environmental Health	Section 45	
Regulations Officer	Section 45	
Coordinator Administration	Section 45	
Administration and Technical Officer	Section 45	
Senior Leader Governance	Section 109(2)	
Team Leader Procurement	Section 109(2)	
Executive Leader Strategy and Innovation	Section 55(1)	Section 55(1) may only be exercised to allot a number and cannot be used to have a building marked with a number.
Senior Leader Innovation and Performance		
Team Leader Strategy, Economic Development and Analytics	Section 55(1)	Section 55(1) may only be exercised to allot a number and cannot be used to have a building marked with a number.

GIS Systems Administrator	Section 55(1)	Section 55(1) may only be exercised to allot a number and cannot be used to have a building marked with a number.
GIS Data Officer	Section 55(1)	Section 55(1) may only be exercised to allot a number and cannot be used to have a building marked with a number.
Spatial Data Officer - Property	Section 55(1)	Section 55(1) may only be exercised to allot a number and cannot be used to have a building marked with a number.

REPORT:

By a series of decisions on 7 February 2019, 11 July 2019 and 14 November 2019, Council delegated a number of its functions and powers under the *Local Government (Highways) Act 1982* (Tas) (LGHA) to the Chief Executive Officer and various other Council officers.

As a result of the Seriously Entertained Change that took effect on 13 January 2024, executive and senior management position titles across the organisation have changed. As a result, previous delegations have ceased to have full force and effect. Until revoked, the previous delegations will continue to have effect in respect of the Chief Executive Officer and other officers whose position titles have not changed.

In order to address the changes to position titles, it is recommended that Council approve new delegations that bring forward the decision of Council on 14 November 2019. The other previous delegations were in effect brought forward by the decision of Council on 14 November 2019, and will be made formally redundant if the Recommendations are carried.

A marked-up copy of the terms of the Council decision of 14 November 2019 is provided at Attachment 1, capturing relevant changes. The proposed changes are summarised as follows:

- The position title of "General Manager Community and Place" becomes "Executive Leader Community Assets and Design"
- The position title of "Manager Health and Compliance" becomes "Senior Leader Health and Compliance"
- The position of "Team Leader Roads and Traffic" becomes "Team Leader Transport"
- The position of "General Manager Community and Place" becomes "Executive Leader Performance and Delivery"
- The position of "Executive Leader Strategy and Development" is included to reflect the relocating of the Innovation and Performance team's position in the structure of the organisation
- Other small changes to referencing

In terms of changes to the terminology used in the decision of Council on 14 November 2019, Recommendations 2, 3, 4 and 5 have not been brought forward in the terms of the Recommendations under consideration in this item.

A summary of each of the functions and powers recommended for delegation is provided below.

Section	Section title	Description of function or power
Section 7(2)	Limitations on opening of highways in cities and towns by private persons	Requires the Council to give at least 28 days' written notice to the Transport Commission of an intention to give approval to the making of a highway.
Section 10	Obligations on landowners opening highways	Places obligations on landowners carrying out construction works in respect of a highway over land to the satisfaction of the Council.
Section 11	Enforcement of obligations of landowners opening highways	Allows the Council to enter into and carry into effect an agreement for works to be completed to discharge obligations arising under section 10.
Section 19	Closure of local highways for public functions, &c.	Allows the Council to close a local highway for public functions, after consulting with the Commissioner of Police.
Section 20	Closure of parts of local highways for sale of goods, &c.	Allows the Council to close a public highway for the purpose of providing a place for the sale of goods and entertainment.
Section 27	Use of adjoining lands in carrying out highway works	Allows the Council to use land adjoining a highway to carry out highway works, including using uncultivated land as a temporary deviation.
Section 30	Improvement, &c., of highways	Allows the Council to carry out works to a highway to make it safer, more convenient or improve its appearance.
Section 31	Obstructions for prohibition or restriction of vehicular traffic	Allows the Council, with the approval of the Department of State Growth, to place obstructions on a highway for the purpose of preventing or restricting the movement of traffic.
Section 32	Lighting	Allows the Council to light a public highway or public place and to carry out works on any land for that purpose.
Section 34	Drainage works	Allows the Council to make and maintain drains and watercourses.
Section 39	Obligations of occupiers to cut back vegetation, &c.	Allows the Council to provide an occupier of land with a written notice requiring the removal of vegetation from the land. If the notice is not complied with, Council may carry out the works and recover the costs from the occupier.

Section 40	Animal barriers on highways	Allows the Council to give permission to erect a fence or gate over a highway.
Section 41	Prohibition of traffic likely to cause damage to highways	Allows the Council to prohibit traffic of a particular kind from using a highway, where it has been provided with a report from a Council Officer authorised to provide a consent or report pursuant to that section.
Section 42	Closure of dangerous highways	Allows the Council to close a highway that is unsafe to general or specific traffic where a relevant officer has so certified.
Section 43	Recovery of cost of repairs caused by excessive weight, &c.	Allows the Council to recover cost of repairs caused by excessive weight on a highway.
Section 44	Protection of bridges from excessive loading	Allows the Council to restrict the weight of vehicles permitted to use a bridge.
Section 45	Removal and disposal of abandoned vehicles	Allows the Council to remove articles from a highway and specifies how a removed article can be disposed.
Section 46	Permission to carry out various works in relation to highways	Allows the Council, in accordance with its by-laws, to grant a person written permission to do various things in relation to a highway, including the digging of soil, making drains and installing pipelines.
Section 50	Management of local highways not maintainable by the corporation	Allows the Council to carry out highway works in a local highway not maintainable by it.
Section 52	Projections on to highways, &c.	Allows the Council to remove projections onto highways in agreement with the occupier of the building or otherwise on 30 days' notice.
Section 54	Names of highways, &c.	Allows the Council to put up or paint the name of a highway or other public place.
Section 55	Numbering of buildings, &c.	Allows the Council to allot a distinguishing number to a piece of land, and may cause a building on that piece of land to be marked with that number.
Section 95	Establishment of controlled parking	Allows the Council to mark out parking spaces and install parking meters and voucher machines.
Section 96	Hours of operation of controlled parking	Allows the Council to prescribe the days and hours that controlled parking operates.
Section 99	Closure of parking spaces in certain cases	Allows the Council to place a notice on a parking space or meter for that space restricting parking to a no parking, no standing or no parking without a municipal parking permit, thereby making the parking space subject to the Traffic Act 1925 (Tas).

Section 104	Permits for use of parking spaces without operation of meters or use of parking vouchers	Allows the Council to issue permits to allow various vehicles to use parking spaces without the use of a parking meter or voucher.
Section 107	Powers, &c., of parking attendants	Requires the Council to issue a certificate of employment to parking attendants, which confers investigative powers upon those attendants in relation to car hire businesses.
s109	Lighting of certain State highways: Contributions by corporations to lighting of certain State highways	Allows Council to light a State highway and allows Council to pay contributions towards the lighting of a State highway.
Section 110	Powers and duties of corporations in relation to State highways	Allows Council to exercise powers and carry out works in respect to State Highways with the permission of the relevant Minister.
Section 112	Liability of corporation to maintain road works carried out by the Crown	Requires the Council to maintain a highway on which authorised road works were carried out by the relevant Minister.

Local Government (Meeting) Regulations 2015 - Regulation 18

In accordance with the requirements of regulation 18 of the *Local Government (Meeting) Regulations 2015*, the following information is provided.

If the Recommendations are carried, it will result in the overturning of the previous Council decisions to delegate its powers under the Act, including the decisions of 14 November 2019 and 7 February 2019, and the 11 July 2019 decision of Council as it applies to the *Local Government (Highways) Act 1982 (Tas)*.

The previous decisions did not explicitly require that certain action be taken. However, section 22(4) of the *Local Government Act 1993 (Tas)* provides that the Chief Executive Officer is required to keep a register of all of Council's delegations. That requirement has been met in respect of each relevant decision.

RISK IMPLICATIONS:

Risks relevant to this item are discussed in the report above.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. LGHA delegations - marked-up changes 2025 [20.4.1 - 3 pages]

20.5. Delegation from Council to Chief Executive Officer - Neighbourhood Disputes About Plants Act 2017

FILE NO: SF0113

AUTHOR: Lucas Lim (Governance and Legal Officer)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider a delegation from Council to the Chief Executive Officer under the *Neighbourhood Disputes About Plants Act 2017*.

RELEVANT LEGISLATION:

Neighbourhood Disputes About Plants Act 2017
Local Government Act 1993 (Tas)
Acts Interpretation Act 1931

RECOMMENDATION:

That Council:

1. pursuant to section 22(1) of the *Local Government Act 1993*, delegates its functions and powers under section 27 of the *Neighbourhood Disputes About Plants Act 2017* to the Chief Executive Officer.
 2. pursuant to section 64(1)(b) of the *Local Government Act 1993*, authorises the Chief Executive Officer to delegate the functions and powers delegated in Recommendation 1. to an employee or employees of the Council.
 3. pursuant to section 23AA(2)(b) of the *Acts Interpretation Act 1931*, authorises the Mayor to evidence the delegations made by this decision, by signing an instrument of delegation referring to this decision and replicating, either exactly or in substance, the terms of the delegations effect by these Recommendations.
 4. notes, for the avoidance of doubt, that the term Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993*.
-

REPORT:

As part of the ongoing review of the Council's delegations, it has been identified that Council's functions and powers under section 27 of the *Neighbourhood Disputes About Plants Act 2017* ("the Act") could be more efficiently exercised by the Chief Executive Officer. An extract of this section is as follows:

27. Interested government bodies may appear in proceedings

A government body may appear in proceedings in relation to an application if the carrying out of work on the plant to which the application relates may require the consent of, or other authorisation by, the government body.

The purpose of the Act is to provide certain rights and responsibility, and the resolution of disputes between landowners, as it relates to Plants, which includes trees, hedges and roots of a plant etc.

Some of the dispute matters which may involve the Council (as landowner) are as follows:

- Overhanging trees/branches;
- Underground encroaching roots;
- Overgrown hedges or plants,

onto Council's land that:

- caused, is causing or likely to cause serious injury to a person, or serious damage to the Council's land; and/or
- caused, is causing, or is likely to cause, substantial, ongoing and unreasonable interference.

It is noted that there has been no major legislative reform to the Act since its last amendment on 1 January 2022.

While there is not an express requirement for Council to delegate its functions and powers under section 27 of the Act, these functions and powers are considered to be day-to-day operations of Council. Accordingly, it is in the interest of efficient governance that Council delegates these functions and powers to the Chief Executive Officer.

In addition, the Recommendations under consideration also provide that the Chief Executive Officer can in turn delegate its functions and powers to relevant officers from various departments within the Council, such as "Connections and Liveability" and "Delivery and Performance". This will ensure that all procedural and dispute matters can be dealt with efficiently at an officer level.

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.6. Lease - Kings Meadows Community Men's Shed

FILE NO: SF2967

AUTHOR: Sharin Imlach (Lease Officer)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the lease of 1-33 Nunamina Avenue, Launceston to the Kings Meadows Community Men's Shed.

This decision requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council – 6/2/2020 - 19.1 - Men's Shed Lease – Nunamina Park, Kings Meadows

RECOMMENDATION:

That Council:

1. by absolute majority pursuant to section 179 of the *Local Government Act 1993* (Tas), decides to lease part of the land situated at 1-33 Nunamina Avenue, Kings Meadows (CT 15638/1), as identified on the plan below:



2. requires the lease to be on the following basis:
 - a. the lease will commence on 1st February 2025 for a period of 5 years;
 - b. the commencing rent will be \$340.34 per annum;
 - c. The Lessee to be responsible for:
 - i. energy costs;
 - ii. volumetric and connection charges for water;
 - iii. contents insurance; and
 - iv. other service charges if any.
 - d. The Lessee will continuously maintain:
 - i. building in good and reasonable order;
 - ii. and keep clear all noxious growth from premises;
 - iii. public liability insurance of at least \$20 million.
 3. requests the Chief Executive Officer to:
 - a. determine the exact dimensions of the land to be leased and all remaining terms and conditions;
 - b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease;
 4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas).
-

REPORT:

The property at 1-33 Nunamina Avenue, Kings Meadows, was previously leased jointly by the Rotary Club of Youngtown and the Rotary Club of Kings Meadows, with the Kings Meadows Community Men's Shed operating under a sublease arrangement. Since its establishment in 2009, the Men's Shed has grown significantly in capacity and operational independence, recognising this development, the Rotary Clubs have determined that the Men's Shed is now ready to assume sole responsibility for the lease.

The lease will consist of land only and the building is owned by the Men's Shed, the Men's Shed will be responsible for all structural maintenance of the building.

By offering a safe and welcoming environment, the Men's Shed provides an outlet for men to engage in meaningful activities, share experiences and build friendships. This contributes to positive mental health and combats isolation, particularly among retired and older men.

The Men's Shed provides opportunities for skill sharing and knowledge transfer which will not only benefits the current members but ensure that valuable skills are passed down and preserved.

Some of the activities that take place at the Men's Shed are, restoring bicycles, woodworking and learning computer skills.

RISK IMPLICATIONS:

Many men, especially after retirement, find themselves alone, the Men's Shed allows them to connect with their community and find new purpose. Without this outlet, some of our community will become at risk of isolation.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Men's Sheds provide a sense of community to men and a place to connect and share skills, learn, and improve mental health.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

In accordance with Councils Lease and Licence Policy, the commencing rent is recommended to be \$340.34, which is 182 fee units as established under the *Fee Unit Act 1997*. The Act establishes the value of a fee unit for each financial year, with such value indexing in line with the Consumer price Index (CPI) for Hobart.

The area to be leased is approximately 448m² and has an assessed annual value (AAV) of \$4,050, resulting in an effective subsidy of \$3,709.66. That comparison does not take into account the individual circumstances of the site, such as capital improvements or maintenance responsibilities.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.7. Lease - East Tamar Men's Shed

FILE NO: SF2967

AUTHOR: Sharin Imlach (Lease Officer)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the lease of part of 308 John Lees Drive Dilston to The East Tamar Men's Shed.

This decision requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

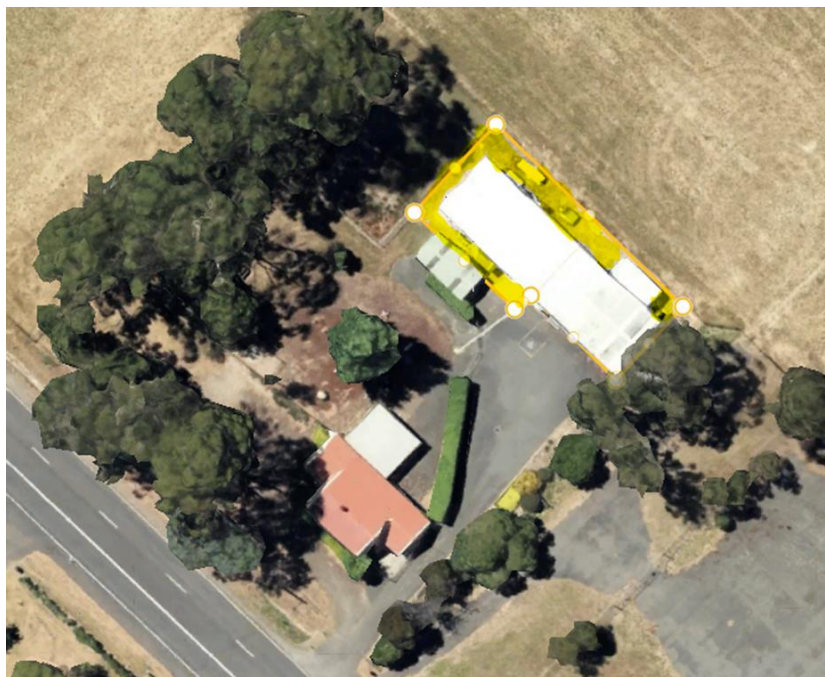
PREVIOUS COUNCIL CONSIDERATION:

Council Meeting- 11/2/2021- 19.1 - Lease - East Tamar Men's Shed Inc.

RECOMMENDATION:

That Council:

1. by absolute majority, pursuant to section 179 of the *Local Government Act 1993* (Tas), decides to lease part of the land situated at 308 John Lees Drive, Dilston, CT 247000/1, as identified on the plan below:



2. requires the lease to be on the following basis:
 - a. the lease is to commence on 1st February 2025 for a period of 5 years;
 - b. the commencing rent will be \$340.34 per annum;
 - c. The Lessee to be responsible for:
 - i. energy costs;
 - ii. contents insurance; and
 - iii. other service charges if any.
 - d. The Lessee will continuously maintain:
 - i. building in good and reasonable order;
 - ii. and keep clear all noxious growth from premises;
 - iii. public liability insurance of at least \$20 million.
3. requests the Chief Executive Officer to:
 - a. determine the exact dimensions of the land to be leased and all remaining terms and conditions;
 - b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease;
4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas).

REPORT:

The East Tamar Men's Shed has been operating since 2015 and currently has 31 members. They are members of the Australian and Tasmanian Men's Shed Associations.

The shed welcome men of all ages and provides support to members through practical activities in woodwork, metalwork, and electronics. The Men's Shed is run on a volunteer basis and plays an important part in the wider community as a social outlet for men to improve their mental health.

The leased area consists only of land and the building is owned by the East Tamar Men's Shed, who are responsible for all structural maintenance. The building does not contain any toilet facilities and therefor the Men's Shed currently use the Dilston Memorial Hall toilet block, which will now be formalised with a license agreement.

The Men's Shed have expressed their disappointment in the \$340.34 fee for the lease and believe that as a community group they should be exempt, however the lease and license policy states that all community leases are to pay the fee, the policy seeks to keep applicable rent to a minimum whilst providing a small contribution towards the Council's cost to administrate more than 100 leases across the municipality. In the interest of consistency, it is recommended that the standard rent is applied.

RISK IMPLICATIONS:

The Men's Shed provides social inclusion and plays a key role in the mental health and wellbeing of men in the community. If it were to cease operating, there would be a significant loss to participants in the program.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Men's Sheds provide mate ship and a sense of belonging through positive activities, without this the members would be significantly impacted.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

In accordance with the Councils Lease and Licensing Policy, the commencing rent would be \$340.34, which is 192 fee units as established under the *Fee Units Act 1997*. The act established the value of the fee unit for each financial year, with such value indexing in line with movements in the Consumer Price Index (CPI) for Hobart. The area to be leased is approximately 268m², the entire property has an assessed annual value (AAV) of \$19,200 resulting in an effective subsidy of approximately \$18,859.66. The comparison does not take into account the individual circumstances of the site, such as capital improvements or maintenance responsibilities.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.8. Lease - Aquatic Centre Cafe

FILE NO: SF2967

AUTHOR: Sharin Imlach (Lease Officer)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider a commercial lease for the operation of the Aquatic Centre Cafe to Dolle Hospitality Services Pty. Ltd.

This decision requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

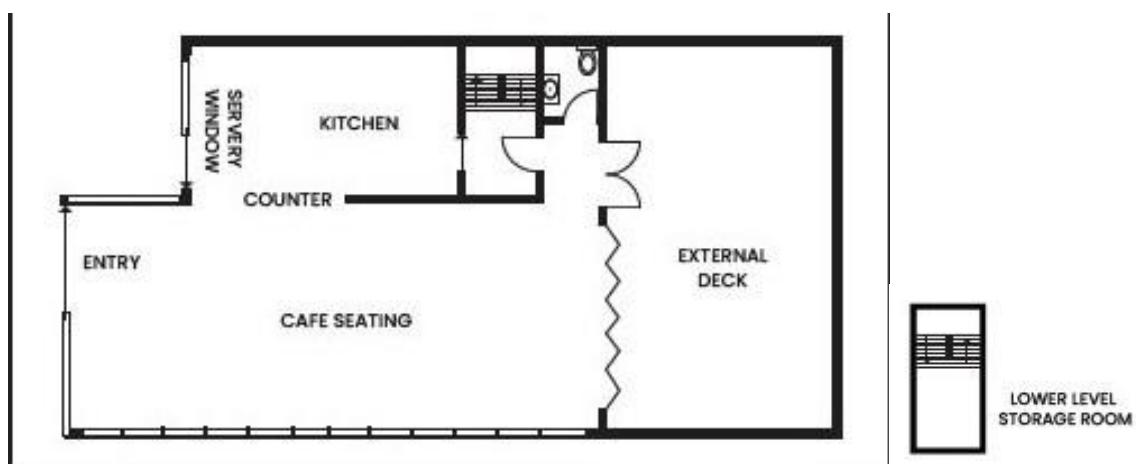
PREVIOUS COUNCIL CONSIDERATION:

Council – 16 May 2019 - 22.2 - License agreement – Launceston Leisure and Aquatic Centre Cafe and Catering
Workshop – 12 December 2024 – 1.1 - Aquatic Centre Cafe

RECOMMENDATION:

That Council:

1. by absolute majority, pursuant to section 178 of the Local Government Act 1993 (Tas), decides to lease part of the land situated at 18 High Street, Launceston, Certificate of Title 50902/1 known as the Launceston Leisure and Aquatic Centre Cafe, as identified on the plan below:



2. requires the lease to be on the following basis:
 - a. The Lessee is to be to Dolle Hospitality Services Pty Ltd.
 - b. the commercial lease will commence on or soon as possible after on 23 January for a period of 5 years + 5-year option.
 - c. the commencing rent is to be the amount advised to Councilors by an email dated 20 January 2025.
 - d. The Lessee to be responsible for:
 - i. contents insurance; and
 - ii. building insurance where applicable; and
 - iii. other service charges if any.
 - e. The Lessee will continuously maintain:
 - i. the leased area in good and reasonable order;
 - ii. and keep clear all noxious growth from premises;
 - iii. public liability insurance of at least \$20 million.
 - f. Council is to be responsible for structural maintenance of the building.
3. requests the Chief Executive Officer to:
 - a. determine the exact dimensions of the land to be leased and all remaining terms and conditions;
 - b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease;
4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993* (Tas).

REPORT

An independent agent on behalf of The City of Launceston conducted an Expression of Interest (EOI) campaign, for the period between 4th September 2024 and 31st October 2024, for the operation of the cafe located within the Launceston Leisure and Aquatic Centre.

At the campaign's end, three submissions were received. Of these, two submissions were assessed while the other was excluded due to insufficient detail.

This process was prompted by the current lease's expiration and in accordance with the City of Launceston's Lease and Licensing Policy (Attachment 1).

Assessment Criteria

The submissions received were evaluated using the following weighted criteria to ensure a comprehensive and fair assessment:

- **Capability - 55%**
 - Financial Capability: demonstrating sound financial health to support operations.
 - Experience: Proven track record in operating similar facilities or businesses.
 - Working capital: Availability of sufficient funds for ongoing operations.
 - Capital investment: Willingness and ability to invest in improvements and enhancements.

- **Community Appeal - 35%**
Menu: Alignment with community preferences, including healthy and diverse options.
Fit-out: Quality and suitability of proposed interior and exterior designs.
Marketing strategy: Effectiveness in promoting the business and engaging the community.
- **Sustainability - 15%**
Water and energy: Measured to minimise environmental impact
Recycling: Commitment to waste reduction and resource reuse.

Selection of an Operator

Following a comprehensive evaluation of the selection criteria by a panel of 3 Council officers, the below overall results were recorded:

Dolle Hospitality 12.83
Alternate proposal 12.72

The proposals were assessed based on the selection criteria along with the terms of the individual proposals and feedback from the independent agent.

Dolle Hospitality Services Pty Ltd have been determined to be the preferred operators.

Trading as Cube Aquatic, Dolle Hospitality Services have a demonstrated history of delivering reliable and high-quality services to the community. The operators have indicated that they may consider not exercising the second option of the lease, however, as the current operators of the cafe, they have consistently maintained a strong operational standard, showcasing their capability and resilience, trading successfully through a down turned market and Covid 19.

Privacy and Confidentiality

The recommended rent is at a market rate, in accordance with professional valuation advice. Given the commercially sensitive nature of these matters, the valuation advice and recommended rent are not included in this report but circulated to the Councilors confidentially via email.

Legislative requirements

Section 178 of The *Local Government Act 1993* requires that the Council publishes its intention to lease Public Land on two occasions in a local newspaper and display a notice on the property's boundary for 21 days. This process commenced on 23rd December 2024 and concluded on 15th January 2025. No objections were lodged during this period.

If Council approves the Recommendations under consideration, Council officers will ensure that the requirements of the *Fair Trading (Code of Practice for Retail Tenancies) Regulations 1998* are met in entering the formal lease with the preferred operator.

RISK IMPLICATIONS:

When assessing the criteria, the panel were conscious of ensuring that the chosen operator had the ability to address the needs of the current users of the Aquatic Centre, providing a reliable service throughout the year in alignment with the opening hours of the centre.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The Aquatic Centre Café is a key feature of the Launceston Leisure and Aquatic Centre, offering convenient food and refreshment options to both facility users and the public. Having a reliable and capable operator is essential to maintain high standards of quality and service, aligning with the overall experience offered by the Aquatic Centre.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

Focus Areas:

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

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

A rental review will be conducted each year in accordance with the Consumer Price Index (CPI) for Hobart.

A valuation was conducted by an independent valuer and the proposed rent is above the valuation figure as shown in Attachment 1.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Lease and License Policy [20.8.1 - 7 pages]

20.9. Waiver of Fees - Launceston Aquatic Centre

FILE NO: SF2968

AUTHOR: Samuel Kelty (Senior Leader Finance)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider waiving entry fees retrospectively for Launceston Aquatic Centre between Friday 6th and Sunday 8th December 2024 inclusive.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) - section 207

RECOMMENDATION:

That Council:

1. pursuant to section 207 of the *Local Government Act 1993 (Tas)*, retrospectively waives fees for casual entry at the Launceston Aquatic Centre for the period Friday 6 December to Sunday 8 December inclusive.
-

REPORT:

On Thursday 5 December, the Council announced that entry to the Launceston Aquatic Centre (LAC) would be free from the period (inclusive) 6th to 8th December as a way of supporting community access to recreational facilities during the summer period.

The Basin Pool at the Cataract Gorge and the Lilydale Pool were both closed due to unavoidable circumstances over this period, these are both free entry facilities.

The position of Council was to offer free entry to LAC so that no user would be disadvantaged by not being able to access recreational facilities, which would usually be free of charge.

As entry fees to the LAC are set under section 205 of the *Local Government Act 1993 (Tas)*, council can remit any fee payable under section 207. Due to the limited time available when free entry was announced, this remission is being sought retrospectively.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

As detailed in the report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

2. To fairly and equitably discharge our statutory and governance obligations.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.
5. To maintain a financially sustainable organisation.

BUDGET AND FINANCIAL IMPLICATIONS:

Due to the short notice of the free entry period, systems could not be implemented to track how many users received free entry in the Launceston Aquatic Centre during the free period.

Due to the expected demand, an additional four lifeguard shifts were rostered for the weekend at an approximate total cost of \$580 plus on costs. Security constructors were also engaged at a cost of \$725.

For the year to date ending 31 December 2024 the LAC admissions revenue is \$177,930 favourable to budget, this remission can be accommodated within this budget.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

20.10. Monthly Financial Performance Report

FILE NO: SF7694

AUTHOR: Zakia Afroz (Team Leader Accounting)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the November 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 November 2024.
-

REPORT:

Operational Result September 2024

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

The financial year 2025 year to date (YTD) budget has an underlying deficit of \$131,456. The YTD actual position is \$1,369,905 surplus. This results in a favourable YTD variance of \$1,348,363. This excludes any capital grants received, or loss on disposal of fixed assets.

Rates revenue is expected to meet budget across the course of the year, as supplementary valuations begin to be received through the Office of the Valuer-General this is commonly slower to begin following a Municipal Revaluation.

User Fees and Charges and Statutory Fees and Charges are favourable to budget, at \$80,765 and \$287,026, respectively.

Other Operational Grants is \$558,208 unfavourable to budget. The variance is attributable to grants for state roads and flood drainage. Grants are expected to be receipted in coming months and the variance is expected to reduce.

Interest revenue to budget is currently unfavourable as cash balances are lower than budgeted. If necessary, a budget amendment will be brought to Council in the future. The investment revenue from A.P.A.L. and the TasWater dividend is unfavourable to the budget, falling below projected expectations.

Employee costs are lower than budget by \$1,993,107 due to vacant positions. Material and Services expense is favourable \$39,771.

The State Landfill levy costs show a favourable variance of \$177,098 which is expected to even be closer to budget as the year progresses. Loss on Disposal of Fixed Assets has also resulted in a favorable variance of \$258,815, driven by timing factors. This variance is anticipated to be reduced by the end of the financial year.

Capital Expenditure November 2024

Total capital expenditure budget for 2024/25 is made up of carried forward budget funds of \$48,237,904, Current year Council funds of \$24,070,510 and external funding of \$19,178,656 for a total budget of \$91,487,070.

Council currently has a total of 178 capital projects with 32 (17.98%) not started. This is a change from the October period where there were a total of 173 capital projects and 32 (18.5%) not started.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

As per the report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Monthly Financial Performance Report Nov 2024 [**20.10.1** - 3 pages]

20.11. Correspondence - Director Local Government - Model Guidelines for Unreasonable Conduct within Council (Elected Members) - 20 December 2024

FILE NO: SF2213

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To note the correspondence from the Office of Local Government regarding the release of the Model Guidelines: Unreasonable Conduct within Councils (Elected Members) - Recognition and Response.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government Amendment (Code of Conduct) Act 2023

PREVIOUS COUNCIL CONSIDERATION:

Council – 22 August 2024 – Agenda Item 20.2 Consultation on Draft Amendments to the Local Government (General) Regulations 2015 and Draft Local Government Code of Conduct Order
Council - 3 October 2024 - Agenda Item 20.5. Code of Conduct for Councillors

RECOMMENDATION:

That Council:

1. notes the receipt of correspondence from the Acting Director of Local Government regarding the development and release of the Office of Local Government's Unreasonable Conduct within Councils (Elected Members) - Recognition and Response Model Guidelines (ECM Document Set ID 5176842).
2. notes the Model Guidelines: Unreasonable Conduct within Councils (Elected Members) - Recognition and Response (ECM Document Set ID 5176805).

REPORT:

On 11 September 2024, amendments to the *Local Government Act 1993* were introduced through the commencement of the *Local Government Amendment (Code of Conduct) Act 2023*. One of the changes required by the amendment was the introduction of a single statewide Code, which automatically applies to all councillors without the need for formal adoption by individual councils.

The Model Guidelines: Unreasonable Conduct within Councils (Elected Members) - Recognition and Response (the Guidelines) were developed by the Office of Local Government with the support of consultant David Dilger (Edge Legal) and with the sector,

including the Local Government Association of Tasmania (LGAT). The Guidelines are designed to help councils understand and manage unreasonable councillor conduct effectively, consistently, and in line with their work health and safety and other legal obligations.

These Guidelines are designed to sit alongside a number of supporting materials which Councils may wish to adopt that are currently being developed by LGAT.

Key aspects of the Model Guidelines include:

- Definition of Unreasonable Conduct
- Legal Frameworks and Responsibilities
- Management and Early Intervention Strategies
- Escalation Pathways
- Support for General Managers/CEOs and Mayors

The Guidelines are also published on the Office of Local Government Website.

RISK IMPLICATIONS:

The work undertaken by the Tasmanian Government to review and refine the Code of Conduct form part of broader efforts to respond to work health and safety needs in the local government sector.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Tasmanian Government seeks to work with the local government sector to ensure our system of local government is well-placed to meet the needs of Tasmania's local communities now and into the future.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

It is reasonable to expect that a locally managed dispute resolution policy and its associated processes will have some budgetary implications for the Council in terms of third party support in, for example, mediation or investigations. These costs are currently unknown.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Letter Director of Local Government to Mayors Deputy Mayors cc GMs Release of G
[20.11.1 - 2 pages]
2. Elected Member Unreasonable Behaviours - Model Guidelines [20.11.2 - 44 pages]

**20.12. Correspondence - Acting Executive Director, Office of Local Government -
Local Government Priority Reform Program - 3 January 2025**

FILE NO: SF0327

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Nathan Williams (Acting Executive Leader Delivery and Performance)

DECISION STATEMENT:

To note the correspondence from the Office of Local Government regarding the proposed number of targeted legislative changes to support the delivery of the Local Government Priority Reform Program 2024-26 and upcoming training for elected members.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council – 12 December 2024 - Agenda Item 21.2 Tasmanian Government Response to the Future of Local Government Review Final Report Recommendations

RECOMMENDATION:

That Council:

1. notes the receipt of correspondence from the Acting Executive Director, Office of Local Government, regarding the Local Government Priority Reform Program (ECM Document Set ID 5175950) and upcoming Local Government Priority Reform Workshop sessions on 30 January 2025.
 2. notes the agenda for the Local Government Priority Reform Workshop sessions on 30 January 2025 attached (ECM Document Set ID 5175949).
-

REPORT:

On 13 December 2024 the Tasmanian Government released for public consultation a Discussion Paper, proposing a number of targeted legislative changes to support the delivery of the Local Government Priority Reform Program 2024-26.

The Priority Reform Program brings together key recommendations from the Future of Local Government Review and the earlier Local Government Legislation Review, alongside several additional reforms which have been included in response to strong feedback from the sector on the need to respond to persistent concerns with elected member conduct and aspects of council governance.

The Office of Local Government is undertaking public consultation on the Discussion Paper until 21 March 2025. They are seeking the local government sector's feedback and input on the proposed reforms, which will help shape and inform the drafting of a new Local Government (Amendment Bill) to be released for further consultation in due course.

To support this consultation, the Office will be hosting several online drop-in information/feedback sessions for elected representatives and council staff in late January and early February 2025. These sessions will include an overview of the reforms and provide participants with the opportunity to ask questions and provide commentary.

RISK IMPLICATIONS:

The proposed Reform Program is organised around five reform priorities:

1. Lifting standards of professionalism, conduct, and integrity
2. Driving a high performing, transparent, and accountable sector
3. Improving local democracy and representation
4. Supporting council financial sustainability
5. Supporting council and community-led structural reform

Participating in the workshop gives Councillors and staff of City of Launceston the opportunity to provide feedback on the priority areas for reform identified by the State to ensure local councils can serve their communities well now, and into the future.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

For Tasmanian communities to thrive, with infrastructure and services to meet community needs and expectations, it is crucial that councils are financially and culturally strong and sustainable.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

The Workshop forms part of the Office of Local Governments consultation and therefore of no cost to Council.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

1. Letter - Acting Director of Local Government to all councillors and general managers - Engagement Wo [20.12.1 - 2 pages]
2. Information Sheet - Workshop sessions for councillors and council staff - Local Government Priority [20.12.2 - 2 pages]

21. CHIEF EXECUTIVE OFFICER NETWORK

21.1. Quarterly Report - Chief Executive Officer

FILE NO: SF0008

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

This report provides a general update on activities and responsibilities within the Chief Executive Officer's (CEO) remit.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. receives and notes the report for the period 1 October 2024 to 31 December 2024.
-

REPORT:

To consider Council receives quarterly updates on matters that are for information noting and not requiring specific decisions. Any matters falling within this portfolio requiring a decision on policy, financial or strategic direction will be presented as recommendation reports on a Council agenda.

This report provides Council with updates on general matters within the Chief Executive Officer's (CEO) remit. If further information or clarification is required on any matters within the report, Councillor's are encouraged to contact the report author prior to the Council meeting.

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|-----------------|--|
| 1 October 2024 | • Attended North and Northwest Tasmania Tennis Media Announcement Darren Sturgess and Simon Wood |
| 2 October 2024 | • Meeting with Alex Barber - UTAS Stadium Redevelopment Project Briefing - Via Teams |
| 4 October 2024 | • Attended Hon. Madeleine Olgilvie MP Function - Tramsheds |
| 22 October 2024 | • Attended QVMAG Unbound Books Reimagined |
| | • Meeting with Mark Withers - City of Port Adelaide - Via Teams |
| | • Meeting with Professor Richard Ecclestone, Director, Tasmanian Policy Exchange |
| | • Meeting Josef de Vries (Senior Manager Government Banking, CBA) and Mark Wojcik |
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- | | |
|------------------|---|
| 23 October 2024 | <ul style="list-style-type: none">• Attended Regional Australia Institute with Mayor - Tramsheds• Meeting with Minister Catherine King MP at Silos with Mayor |
| 25 October 2024 | <ul style="list-style-type: none">• Attended Reginal Development Champions 2024 |
| 28 October 2024 | <ul style="list-style-type: none">• Meeting with The Honourable Dean Winter with Mayor• Meeting with John Perry (Coordinator General) - Launceston City Deal Discussion |
| 31 October 2024 | <ul style="list-style-type: none">• Attended Bank of Us Community Show Case |
| 1 November 2024 | <ul style="list-style-type: none">• Media with Minister McBain at Ti-Tree Bend Site |
| 5 November 2024 | <ul style="list-style-type: none">• Attended TEMT Meeting - Silos• Site inspection with Glenn Robertson (General Manager) Hotel Grand Chancellor |
| 6 November 2024 | <ul style="list-style-type: none">• Attended and spoke at Tamar Valley Leaders Lunch at Hotel Grand Chancellor |
| 8 November 2024 | <ul style="list-style-type: none">• Meeting with The Honourable Jo Palmer |
| 11 November 2024 | <ul style="list-style-type: none">• Attended Remembrance Day Service• Meeting with Sarah Courtney MAICD (President, Theatre North) |
| 12 November 2024 | <ul style="list-style-type: none">• Attended National Survivors Day - Reception Room• Meeting - Commander Marco Ghedini, Inspector Craig Fox, and Peter Rawlings (Regional Emergency Management Coordinator, SES) |
| 13 November 2024 | <ul style="list-style-type: none">• Meeting with Thomas Floyd (Philp Lighton Architects)• Meeting with Rebekah Pentland (Independent Member for Bass) and Mayor |
| 14 November 2024 | <ul style="list-style-type: none">• Meeting Jason Jacobi (Secretary, NRE Tas) and Brett Whiteley (DPAC) |
| 15 November 2024 | <ul style="list-style-type: none">• Meeting Jamie Blazely (Regional Manager, Team Global Express) with Mayor• Meeting with Jo Fearman (CEO, City Mission)• Attended NTDC AGM |
| 18 November 2024 | <ul style="list-style-type: none">• Canberra with Mayor GarwoodMet with representative for:
The Hon Kristy McBain MP
The Hon Peter Dutton and Hon Bridget McKenzie
Mr Anthony Albanese |
| 19 November 2024 | <ul style="list-style-type: none">• Canberra with Mayor GarwoodMet with representatives for:
The Hon Michael Sukkar
Minister Tony Burke
Senator Peter Whish-Wilson
Senator Tammy Tyrrell
Senator Carol Brown |
| 20 November 2024 | <ul style="list-style-type: none">• Meeting with Westpac - Paul White |
| 21 November 2024 | <ul style="list-style-type: none">• LGAT General Meeting |
| 25 November 2024 | <ul style="list-style-type: none">• Audit Panel Meeting |
| 26 November 2024 | <ul style="list-style-type: none">• Meeting with Christine Finnegan (CEO Jack Jumpers) with Mayor Garwood |
-

- 27 November 2024 • Travelled to Perth WA for LGCOG Conference
- 2 December 2024 • Travelled to Margaret River WA for ALGA Conference with Mayor Garwood
- 9 December 2024 • Meeting with Chris Griffin CEO of NTDC
- 10 December 2024 • Meeting at Chamber of Commerce, presentation to VNT Board
- Meeting with Wes Young, Phil Costello, Shoshana Wall Car Museum
- 12 December 2024 • Meeting with Tim Holder, Andrew Pitt, Kate Daley

Enterprise Agreement (EA)

Planning and preparation for the Enterprise Agreement negotiations to commence later this year are well underway by the Senior Leader People and Culture with members of the HR Team.

A major workplace change process has been undertaken to support our Future Direction. An extensive consultation process has taken place with positive feedback from our people. This change is due for implementation as of 13 January 2025.

Recruitment is planned for members of the Executive Leadership Team with interviews scheduled early January 2025.

10-Year Strategic Plan

The *Local Government Act 1993* (Section 66) requires a council to have a strategic plan, to reflect no less than ten (10) years.

The current strategic plan has reached the end of its adopted life and requires revision and or renewal.

Staff assisted consultants Ethos Urban and Stephen Yarwood to prepare materials and conduct a series of workshops with Councillors, Council staff members and key external stakeholders to seek strategic directions for the new ten-year plan.

Following the workshops, staff have been collaborating with the consultants to use the contextual information gathered in the Background Report, the workshop outcomes, and also benchmarking and best practice from around Australia, to develop a strategic framework and draft plan which clarifies the City's priorities and provides the strategic direction needed to move Launceston forward.

It is projected that a draft strategic plan will be developed in quarter one (1) of 2025.

City Heart

The City Heart Place Plan was endorsed by Council in late 2024. The Plan provides ongoing direction for activities within the City Heart. It is supported by a five (5) year Implementation Plan and an Urban Design Guide.

Staff have been working with SLT members and Executive Leaders to scope Implementation Plan action plan items, with an initial focus on items which are being incorporated into the 2025-26 Annual Plan.

Cameron Street Greening

Cameron Street is a priority street for greening under the Urban Greening Strategy.

Staff have co-ordinated a multi-disciplinary working group to undertake concept planning and detailed design to green the corridor between City Park and QVMAG at Royal Park. Construction drawings have been prepared for Phase 1, which will test the proposed installation methods and engineering design through planting a small number of trees at the west end of Cameron Street. Works are planned for Autumn 2025.

Management of the project was handed over to the Infrastructure and Assets Network in December 2024.

George Street Parklets (Dining Decks)

To encourage a more pedestrian focused and vibrant central business district, food and beverage businesses in George Street are participating in a trial of temporary dining decks and greening.

The dining decks and greening were installed on the week of 9th December, with the trial continuing until mid-March 2025. Minor amendments to the installations have been made in response to feedback from participating and non-participating businesses. Throughout the trial the community can provide feedback via the Tomorrow Together page. Additionally, during the trial period key indicators (including spending, traffic speed and street activity) are being monitored. Together these outcomes will provide data to inform the future of George Street and of the potential for parklets/dining decks to be used more broadly.

Management of the project has now been handed over to the Infrastructure and Assets Network.

Support for the Tamar Estuary Management Taskforce

Council is providing support to the Tamar Estuary Management Taskforce (TEMT) to implement the 10-Year Vision for the kanamaluka/Tamar estuary. The Vision focuses on two priorities to develop the estuary as a focal point for community events and recreation, while supporting the natural ecology to better manage sediment and water quality.

Priority 1 focuses on creating a cultural and recreational precinct, and Priority 2 focuses on the long-term sustainable management of sediment.

The Taskforce has identified interrelated projects to progress as a priority:

1. delivery of a *Water-edge Revegetation and Weed Removal Trial Project* in the section of North Esk River between Tamar Street Bridge and the Charles Street Bridge;
2. planning of a *Trial Wetland Restoration Project - North Esk*, on Crown Land located between Henry Street Bridge and Hoblers Bridge Road;
3. landscape designs forming part of the *Master Plan* for the upper estuary and lower North Esk River, with connections between proposed revegetation sites around the upper estuary and to a wetlands trial site between the Henry Street Bridge and Hoblers Bridge Road; and

4. development of a *Master Plan* that aims to revitalise the waterfront and activate the space by bringing people to the water's edge, creating new and enhancing existing cultural and recreational precincts, connecting key areas of the city, educating users and visitors about the environmental importance of the estuary, and enhancing visual amenity by restoring natural values to the foreshore.

The Tamar Estuary Management Taskforce has established two (2) Steering Committees, one (1) to oversee the trial wetlands restoration and revegetation projects, and one (1) to oversee the infrastructure and amenities master plan and implementation of work in the upper estuary. The City of Launceston CEO is Chair of the latter and is a member of the former.

A summary of recent implementation progress includes:

Communications and Engagement Working Group

TEMT has established a communications and engagement working group to provide an opportunity to identify communication efficiencies, points of alignment and risk, and opportunities for key stakeholders to highlight the significant work being undertaken on the kanamaluka/Tamar Estuary. Council is supporting the working group through staff in the Engagement Team.

Infrastructure and Amenities Masterplan

The CEO is the Chair of the Infrastructure and Amenities Steering Committee providing oversight for the master planning and implementation project. Council staff provided support to TEMT to prepare a tender process and evaluate suitably qualified consultants to prepare a master plan for the upper estuary to revitalise the waterfront and activate the space by bringing people to the water's edge through the provision of infrastructure and amenities.

TEMT has now contracted with the successful candidate - Fitzgerald Frisby Landscape Architecture.

Council staff are members of a technical multi-jurisdictional working group to support the consultants and ensure the project is delivered successfully. Council staff met with the consultants in December to brief them on Council priorities and ensure the consultants are aware of flood management infrastructure and processes. Target completion of the master plan is February 2025.

St Leonards and Waverly Neighbourhood Plan

The CEO's Network is providing project management support to the Planning Team's Project Manager for the St Leonards Structure Plan and Infrastructure Funding Framework, also known as the St Leonards and Waverly Neighbourhood Plan. This support enables the Project Manager to prioritise planning goals and deliver quality outcomes for the council and community, while the CEO's Network staff handle day-to-day project management tasks, including:

- Grant funding - managing the grant funding process, invoicing, and reporting requirements to the Federal Government.
- Project Reference Group (PRG) coordination - organizing PRG meetings, including scheduling, preparing minutes, tracking actions, circulating reports for feedback, and setting calendar reminders.

- Budget and Deliverables - monitoring the project budget and ensuring necessary deliverables are achieved in each phase.
- Timelines and hold points - tracking project timelines and critical milestones.
- Meeting support - assisting with consultant and stakeholder meetings and participating in all management, stakeholder, consultant, and developer meetings.
- Task tracking - recording and monitoring project tasks, actions, and outcomes.
- Review and feedback - reviewing consultant reports and presentations and providing feedback.
- Council feedback coordination - managing input from council subject matter experts.
- Risk management - identifying and mitigating risks.
- Program monitoring - overseeing program progress and reporting.
- External stakeholder engagement - coordinating with entities like TasWater and TasNetworks.

Strategic Workshop

Staff organised a two-day workshop, as follows:

- Day 1: Attended by 48 participants, including the project design team, Council officers, consultants (planning, heritage, stormwater, roads, land values, and geotechnical), and utility providers (TasWater and TasNetworks). The project team presented the vision and gathered insights.
- Day 2: Attended by 12 participants, including the design team and key Council stakeholders. The attendees used the gathered information to brainstorm and develop the basic framework and study area for the proposed Structure Plan.

Stakeholder Engagement

To maintain the project timeline, staff identified key landowners (approximately 35) within the study area using the Council mapping tools. Each was contacted individually via phone to explain the project, its purpose, and to seek permission for Council Consultants to access their properties for site inspections.

Public Consultation

Phase 1 of the public consultation plan included a social media campaign and targeted outreach:

- Promotional Posters: Were distributed by staff across key public locations in St Leonards and Waverley, including shops, businesses, parks, sporting fields, and schools.
- School Engagement: Staff contacted schools to request the inclusion of project information in newsletters.

The consultation process garnered over 400 survey responses from residents, workers, and visitors in the project study area.

Next Steps

The project is progressing toward the development of a detailed draft Structure Plan. This draft will be published for Phase 2 of the public consultation process in late Q1 2025.

Northern Regional Gateway - Public Art Installation Project

Staff in the CEO's Network are supporting the Place Making Team in procuring a Design and Construct (D&C) Contractor for a public art installation designed to welcome travellers to the northern region. The installation will be prominently located on the grassy berm between the Pipeworks Road overpass and the southbound on-ramp to the Southern Outlet (Midland Highway).

Procurement and Tender Process

Staff collaborated with the Place Making Team to draft the artwork brief and construction requirements for the tender documents. The project was advertised as a D&C Request for Tender (RFT) on Tenderlink.

The D&C procurement approach offers several risk management benefits, including:

- A single point of responsibility.
- Transfer of design risk.
- Cost certainty and time efficiency.
- Reduced coordination risk.
- Opportunities for innovation and value engineering.
- Performance-based accountability.

By engaging an experienced, independent contractor, the Council aims to minimise reputational risk and ensure a high-quality outcome.

Tender Requirements

The RFT was designed to attract specialist contractors with expertise in delivering significant, contemporary public art. The successful contractor will manage the entire project, including:

- Selecting a Launceston-based artist.
- Designing the public art.
- Engineering, procurement, construction, and installation.
- Ensuring compliance with statutory requirements.

The contractor will also tailor the project scope to align with the allocated budget.

Timeline and Next Steps

- **Tender Submission:** The tender process closed in mid-December 2024, with three conforming submissions received.
- **Assessment and Recommendation:** The Tender Assessment Panel is currently reviewing submissions. A Tender Recommendation Report will be presented to Councillors at the first Council meeting of 2025.
- **Project Management Handover:** Upon tender award, the project management role will transition to the Infrastructure and Assets Network project delivery team and the Place Making Team Leader.

Project Completion

The project is expected to be completed by the end of Q1 2026.

Shared Services

At the December Regional GM's meeting, that is held every six (6) weeks, the CEO presented informally to the group, about a desire for the City of Launceston to consider a regional shared services model.

Information is currently being gathered to build a base line for what services are required across the region, and what the City of Launceston may be able to deliver.

In addition, at the next Regional GM's meeting a draft MOU and model for consideration will be presented to help other councils understand what could be adopted to assist the region in capacity growing.

Further information regarding shared services, and operating models will be presented to council once data and models are further developed.

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

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

Focus Areas:

1. To actively market the City and region and pursue investment.

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

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

Focus Areas:

1. To provide for the health, safety and welfare of the community.
2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.
5. To maintain a financially sustainable organisation.

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

21.2. Report on City of Launceston's 2024 Annual General Meeting

FILE NO: SF0098

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To report on the Council's 2024 Annual General Meeting, held in compliance with section 72B of the *Local Government Act 1993* (Tas) on 12 December 2024 at 5.41pm in the Council Chambers, Town Hall, Launceston.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. in respect of the Annual General Meeting held on 12 December 2024 at 5.41pm in the Council Chambers, Town Hall, Launceston, notes the following motions passed at that Meeting:

Agenda Item 3. Confirmation of Minutes

That the Minutes of the Annual General Meeting of the City of Launceston Council held on 7 December 2023 be confirmed as a true and correct record.

Agenda Item 5.2 Annual Reports

That Council:

1. receives the City of Launceston Annual Report for the year ended 30 June 2024 (ECM Doc Set ID 5162353) and pursuant to section 72(2)(a) of *the Local Government Act 1993* (Tas) and submits one copy of the Annual Report to the Director of Local Government and one to the Director of Public Health.
2. receives the Launceston Flood Authority Annual Report for the period ended 30 June 2024 (ECM Doc Set ID 5159517).
3. notes the Queen Victoria Museum and Art Gallery Annual Report 2023/2024 (ECM Doc Set ID 4968941) was received by the Council at its Meeting on 31 October 2024.

Agenda Item 6.1. Notice of Motion - Robin Smith - Signage for Personal Mobility Devices - 3 December 2024

That City of Launceston Council:

1. review the rules and signage as they relate to the operation of PMDs (e-scooters) in the Launceston CBD.

Agenda Item 6.3. Notice of Motion - Robin Smith - Make a By-Law - Early Discount Provisions for Parking Infringements - 3 December 2024

That City of Launceston makes a new by-law generally in the terms of the current Parking Facilities By-Law No 2 of 2023 with the following early discount provision for all infringement notices issued under clause 7 with penalty units corresponding as shown below:

Column 1	Column 2	Column 3	Column 4	Column 5
Section	Offence	Penalty (penalty units)	Reduced penalty if paid to Council within 14 days from date of service of Infringement Notice (penalty units)	Reduced penalty if paid to Council after 14 days but within 28 days from date of service of Infringement Notice (penalty units)
Section 97(1)(a)(i)	Remaining parked whilst meter not running	0.5	0.2	0.3
Section 97(1)(a)(ii)	Exceeding maximum period on parking meter	0.5	0.25	0.4
Section 97(1)(b)(i)	Parking without parking voucher displayed	0.5	0.2	0.3
Section 97(1)(b)(ii)	Parking longer than authorised by a parking voucher	0.5	0.25	0.4
Section 97(1)(c)	Parking more than one motor vehicle in a space	0.5	0.25	0.4
Section 97(1)(d)	Parking a motor vehicle partly inside and partly outside a space	0.5	0.2	0.3

Agenda Item 6.4. Notice of Motion - Robin Smith - Free Parking Promotion Advertised Available Seven Days Per Week - 3 December 2024

That City of Launceston:

1. That City of Launceston establish a consistent approach to its promotion of offering free parking 3.30pm-5.30pm.

REPORT:

In compliance with section 72B(1) of the *Local Government Act 1993* (Tas), the Annual General Meeting (AGM) of the City of Launceston was held in the Council Chambers, Town Hall, Launceston on Thursday, 12 December 2024.

Notices of the Meeting were published in *The Examiner* on Saturday, 16 November 2024 and Saturday, 23 November 2024.

No submissions were received in regard to the City of Launceston's Annual Reports for the year ended 30 June 2024.

Eight Questions on Notice were received from Robin Smith on 3 December 2024 relating to the City Heart Place Plan, Launceston Central Activities, Traffic Revenue for On Street Parking, Parking Signage, Car Park Usage, Museum Fees, Snap Send Solve Statistics and On Street.

The following Notices of Motion were tabled and supported at the AGM:

- **Robin Smith - Signage for Personal Mobility Devices - 3 December 2024 - CARRIED**
- **Robin Smith - Make a By-Law - Early Discount Provisions for Parking Infringements - 3 December 2024 - CARRIED**
- **Robin Smith - Free Parking Promotion Advertised Available Seven Days Per Week - 3 December 2024 - CARRIED**

The following Notices of Motion were tabled and were not supported at the AGM:

- **Robin Smith - Traffic Trial - Lane Removal Charles Street and Paterson Street - 3 December 2024 - LOST**
- **Robin Smith - Questions Without Notice on Agenda Items - 3 December 2024 - LOST**
- **Robin Smith - Activity Permit Conditions - Malls - 3 December 2024 - LOST**
- **Robin Smith - Reinstallation of Two Bronze Thylacine Statues in the Brisbane Street Mall - 3 December 2024 - LOST**

A quorum of Council was present at the AGM, consisting of the 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 S Cai and Councillor A J Britton. The attendance of the Council's Officers and electors was recorded.

Section 72B(6) of the *Local Government Act 1993* (Tas) requires that a motion passed at the Annual General Meeting is to be considered at the next meeting of Council.

Section 72B(7) of the Act requires the General Manager to keep Minutes of the AGM. The unconfirmed Minutes of the AGM have been published to www.launceston.tas.gov.au.

RISK IMPLICATIONS:

Publishing a summary of the Annual General Meeting ensures transparency in meeting our governance obligations.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The report on the AGM provides members of our community a summary of the questions and Notices of Motion addressed or taken on notice at the meeting and highlights the matters that are important to the members of the public in attendance.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

There are no financial implications in noting this report.

DISCLOSURE OF INTERESTS:

The Chief Executive Officer has no interests to declare in this matter.

ATTACHMENTS:

Nil

21.3. Notice of Motion - Annual General Meeting - Robin Smith - Signage for Personal Mobility Devices - 3 December 2024

FILE NO: SF0098

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider a notice of motion, submitted by Robin Smith, and carried at the Annual General Meeting on 12 December 2024 regarding signage for Personal Mobility Devices (e-scooters).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) - section 72B(6)

PREVIOUS COUNCIL CONSIDERATION:

Annual General Meeting – 12 December 2024 - Agenda Item 6.1. Notice of Motion - Robin Smith - Signage for Personal Mobility Devices - 3 December 2024

RECOMMENDATION:

That City of Launceston Council:

1. review the rules and signage as they relate to the operation of PMDs (e-scooters) in the Launceston CBD.
-

REPORT:

At the City of Launceston Annual General Meeting held on 3 December 2020, the following Notices of Motion, submitted by Mr Robin Smith, was passed:

That City of Launceston Council review the rules and signage as they relate to the operation of PMDs (e-scooters) in the Launceston CBD.

Section 72B(6) of the Local Government Act 1993 (Tas) requires that a motion passed at the Annual General Meeting is to be considered at the next meeting of Council

Supporting information provided by Mr Smith:

City of Launceston introduced and manages the use e-scooters (Personal Mobility Devices) in the municipality of Launceston.

Pedestrians should be the priority in the CBD.

There is some degree of ambiguity as can be identified between the following attached documents:

- City of Launceston E-Scooter Trial Evaluation hire e-scooter Launceston CBD 'no-go' map, (figure 24, page 60);
- City of Launceston Spatial Apps and Maps (SAM) PMD Exclusion Areas - CAD dated 8 March 2023;
- City of Launceston E-Scooter Trial Evaluation report - heat map of hire e-scooter use in Launceston's Central Activity District, (figure 17, page 42);
- Screenshot of e-scooter hire operating application detailing Launceston's CBD 'no-go' zone';
- Images of several e-scooter hire trip history from the same operator.

Section 72B(6) of the *Local Government Act 1993* (Tas) requires that a motion passed at the Annual General Meeting is to be considered at the next meeting of Council

OFFICER COMMENTS:

Erica Deegan (Manager Infrastructure and Engineering)

The City of Launceston has a clear understanding of the rules around the operation of Personal Mobility Devices (e-scooters) (PMDs) in the Launceston CBD. It is known that the combination of the Road Rules and our Facilities and Highways By-Law creates a significant barrier to PMD usage (both private and hire-and-ride) through the central CBD. The Road Rules prevent riding on the roads (as they all have centrelines), and the By-Law prevents riding of a vehicle in the "Malls" (listed within the By-Law, including Brisbane St Mall, the Quadrant Mall, Civic Square, the Avenue, and sections of Charles St and St John St). To reflect this, and to maintain pedestrian safety in these "Malls", we imposed a "no-ride" area for hire-and-ride scooters in the area bounded by Charles, Cameron, George and York Streets. It is possible that some hire-and-ride scooters have gone through this area, whether it be due to inaccuracies in the geo-fencing or the scooter being pushed rather than ridden.

It is acknowledged that there is some lack of clarity about where PMDs can be ridden in the CBD within the general public. Updating the existing signs that restrict the use of bikes, skateboards and scooters to also prohibit PMDs should largely resolve this confusion. It is understood that updating of this signage has not been undertaken to date due to budgetary constraints. It is also noted that our ability to enforce the PMD restrictions in the By-Law or Road Rules is completely untested. If the signs were to be updated this would be around confirmation of rules and public information, rather than a restriction to be enforced.

Acknowledging we have not undertaken a comprehensive search, relevant officers are not aware of any significant issues or complaints about PMDs (either private or hire-and-ride) in these pedestrian areas, so while there is some ambiguity, it is not a high priority to resolve. Likewise, the hire-and-ride geo-fencing could be tweaked in the CBD, but in the absence of any notable problems, there is limited reason to do so. It is noted that the 'Heat Map' referred to in the attached documents displays locations that hire e-Scooter trips were ended during the trial (i.e. destinations). This was prior to the installation of the 'parking bays' which were established following the e-Scooter trial. It is clear from the heat

map that during the trial trips were being ended in the areas around the edge of the mall/CBD area. It is an inference, but this suggests that people were visiting the centre of town and ending their scooter trips as close as possible to the mall/CBD area. It is also noted that we are also getting requests from members of the public about facilitating clear active transport corridors, to support both bicycles and the use of PMDs within the entire Launceston area but specifically including the CBD.

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

There would be a minor cost associated with signage installation that is currently unbudgeted.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

21.4. Notice of Motion - Annual General Meeting - Robin Smith - Make a By-Law - Early Discount Provisions for Parking Infringements - 3 December 2024

FILE NO: SF0098

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider a notice of motion, submitted by Robin Smith, and carried at the Annual General Meeting on 12 December 2024 regarding a new Parking Facilities By-Law that includes discount provisions for early payment of fines.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) - section 72B(6)

PREVIOUS COUNCIL CONSIDERATION:

Annual General Meeting – 12 December 2024 - Agenda Item 6.3. Notice of Motion - Robin Smith - Make a By-Law - Early Discount Provisions for Parking Infringements - 3 December 2024

RECOMMENDATION:

That City of Launceston makes a new by-law generally in the terms of the current Parking Facilities By-Law No 2 of 2023 with the following early discount provision for all infringement notices issued under clause 7 with penalty units corresponding as shown below:

Column 1	Column 2	Column 3	Column 4	Column 5
Section	Offence	Penalty (penalty units)	Reduced penalty if paid to Council within 14 days from date of service of Infringement Notice (penalty units)	Reduced penalty if paid to Council after 14 days but within 28 days from date of service of Infringement Notice (penalty units)
Section 97(1)(a)(i)	Remaining parked whilst meter not running	0.5	0.2	0.3
Section 97(1)(a)(ii)	Exceeding maximum period on parking meter	0.5	0.25	0.4

Section 97(1)(b)(i)	Parking without parking voucher displayed	0.5	0.2	0.3
Section 97(1)(b)(ii)	Parking longer than authorised by a parking voucher	0.5	0.25	0.4
Section 97(1)(c)	Parking more than one motor vehicle in a space	0.5	0.25	0.4
Section 97(1)(d)	Parking a motor vehicle partly inside and partly outside a space	0.5	0.2	0.3

REPORT:

At the City of Launceston Annual General Meeting held on 3 December 2020, the following Notices of Motion, submitted by Mr Robin Smith, was passed:

That City of Launceston makes a new by-law generally in the terms of the current Parking Facilities By-Law No 2 of 2023 with the following early discount provision for all infringement notices issued under clause 7 with penalty units corresponding as shown below:

Column 1	Column 2	Column 3	Column 4	Column 5
Section	Offence	Penalty (penalty units)	Reduced penalty if paid to Council within 14 days from date of service of Infringement Notice (penalty units)	Reduced penalty if paid to Council after 14 days but within 28 days from date of service of Infringement Notice (penalty units)
Section 97(1)(a)(i)	Remaining parked whilst meter not running	0.5	0.2	0.3
Section 97(1)(a)(ii)	Exceeding maximum period on parking meter	0.5	0.25	0.4

Section 97(1)(b)(i)	Parking without parking voucher displayed	0.5	0.2	0.3
Section 97(1)(b)(ii)	Parking longer than authorised by a parking voucher	0.5	0.25	0.4
Section 97(1)(c)	Parking more than one motor vehicle in a space	0.5	0.25	0.4
Section 97(1)(d)	Parking a motor vehicle partly inside and partly outside a space	0.5	0.2	0.3

Section 72B(6) of the Local Government Act 1993 (Tas) requires that a motion passed at the Annual General Meeting is to be considered at the next meeting of Council

Supporting information provided by Mr Smith:

City of Launceston currently has three by-laws in force:

- Facilities and Highways By-Law Number 1 of 2021
- On-Street Parking Penalties By-Law Number 1 of 2023
- Parking Facilities By-Law Number 2 of 2023

Unfortunately, the Parking Facilities By-Law No 2 of 2023 does not offer a discount for early payment as it does in other areas of the city for the same offence.

However, as it stands today, there is the unintended consequences that if council were to give a discounted amount thereby undercutting the existing penalty structure in the current Parking Facilities By-Law No 2 of 2023, it may have compromise the Director of Monetary Penalties Enforcement Service ability to use the *Monetary Penalties Enforcement Act 2005* to collect on an infringement, so requiring this motion to make a new by-law.

Ordinarily, making a by-law requires the involved Regulatory Impact Statement process to be followed, however, as the Parking Facilities By-Law No 2 of 2023 is currently in force and this is a minor change to the existing law, the *Local Government Act 1993* carries a provision to excuse the RIS as in the following section:-

LOCAL GOVERNMENT ACT 1993 - REG 156A

Regulatory impact statement

(1) A council is to prepare a regulatory impact statement in respect of any by-law it intends to make.

(1A) Subsection (1) does not apply to any by-law –

(b) the whole purpose of which is to repeal another by-law; or

(b) that is an amendment to an existing by-law that –

i. is of a minor and technical nature; or

ii. does not significantly alter the purpose or effect of the existing by-law;
or

iii. does not significantly alter the impact on the public of the existing by-law.

This motion would bring down the dollar value payable on some applicable parking infringements issued by the City of Launceston's parking department and will have budgetary implications.

I also make reference to the City of Launceston Corporate Strategic Plan 2014 - 2024 Focus Areas:

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

5. To maintain a financially sustainable organisation.

(For the avoidance of doubt, this table above is extracted from the On-Street Parking Penalties By-Law Number 1 of 2023 detailed in the City of Launceston Council Meeting Agenda Thursday 15 June 2023 p.75 being part of the prescribed penalties table).

OFFICER COMMENTS:

Duncan Campbell (Team Leader Legal Services)

The Motion under consideration is not one that can be carried into law, because it does not meet the requirements of section 156 of the *Local Government Act 1993*. As written, it is invalid: section 156(2) of the *Local Government Act*.

Section 156 provides the following.

156. Motion of intention to make by-law

(1) *A council which intends to make a by-law is to pass a resolution by an absolute majority to that effect.*

(2) *A by-law which is made without the resolution referred to in [subsection \(1\)](#) is invalid.*

If Council is to amend the by-law to introduce early discount provision, it is necessary to explicitly form an intention to that effect, by reason of section 156(2). Forming an intention to create a by-law is the first formal step in the process established under the *Local Government Act 1993*.

Given the complexity of the by-law making processes, if Council wishes to proceed to amend the by-law, it is recommended that Council requires the matter to return to Council at a later date. This will also provide the opportunity to address any other improvements to the by-law that may be available as part of an amendment process, prior to commencing any applicable public consultation requirements.

Lee Simmons (Team Leader Parking)

The implementation of the Parking Facilities By-Law No. 2 of 2023, which aligns penalties with the Road Rules 2019, has resulted in a marked improvement in parking compliance across the City of Launceston's off-street parking facilities. After adoption in the 2023-2024 financial year, the total number of infringements issued dropped significantly from 7,829 in the previous year to 4,274, reflecting a substantial reduction in non-compliant parking behaviour.

This improvement has also driven a positive change in consumer behaviour, with 13,642 additional paying users opting to comply with parking regulations. This shift highlights growing community acceptance of the by-law and a recognition of its role in ensuring equitable access to parking facilities. Consequently, parking revenue increased by \$91,230, demonstrating the effectiveness of the by-law in promoting compliance and improving the availability of parking spaces for legitimate use.

The introduction of the by-law involved significant effort and resource allocation from Parking Operations and Parking Administration. Key components of this transition included:

- Redesigning infringement notices to reflect the updated penalty structure,
- Overhauling hardware and software systems, necessitating custom development by external providers,
- Updating corporate applications to accommodate the new framework, and
- Training staff to manage the new processes while maintaining continuity of service delivery.

The scope of these changes required months of coordination and placed considerable strain on the Parking Team and Parking Administration. Additionally, the implementation period was characterized by heightened challenges for Parking Officers, who faced increased abuse from infringed parkers, incidental hostility from the broader community, and adverse portrayals in traditional and social media. These pressures only began to subside once the community adapted to and accepted the new penalties as a necessary measure.

The Parking Team and Administration urge Council to recognise the extensive work undertaken to achieve these outcomes and the improved compliance and community acceptance now in place. A return to a graduated penalty system would jeopardize these advancements, compromise parking compliance, and create additional challenges for both Parking Officers and the broader organization.

The attached reports illustrate the variance in parking revenue and compliance in the year prior to the implementation of the Parking Facilities By-Law number 2 of 2023 and the year after implementation. On the report labelled 'Infringements-Compliance' the anomalies in the first 2 months of the 23-24 FY exist due to the work required to implement By-Law extending to the end of July 2023 and the first whole month of implementation being August of 2023.

RISK IMPLICATIONS:

Reintroducing a graduated penalty system would risk the reversal of the improvements in parking compliance and reduced compliance would lead to an increase in infringements and a resurgence of negative interactions with Parking Officers. Such a change would provide greatest benefit to non-compliant car park users whilst reducing access to those in the community willing to legitimately utilise these shared spaces.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

The community became accustomed to the changes after the new penalties were introduced and the standard penalty encourages all users to comply with parking restrictions.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

21.5. Notice of Motion - Annual General Meeting - Robin Smith - Free Parking Promotion Advertised Available Seven Days Per Week - 3 December 2024

FILE NO: SF0098

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider a notice of motion, submitted by Robin Smith, and carried at the Annual General Meeting on 12 December 2024 regarding consistent promotion of free parking between 3.30pm and 5.30pm.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas) - section 72B(6)

PREVIOUS COUNCIL CONSIDERATION:

Annual General Meeting – 12 December 2024 - Agenda Item 6.4. Notice of Motion - Robin Smith - Free Parking Promotion Advertised Available Seven Days Per Week - 3 December 2024

RECOMMENDATION:

That City of Launceston:

1. establish a consistent approach to it's promotion of offering free parking 3.30pm-5.30pm
-

REPORT:

At the City of Launceston Annual General Meeting held on 3 December 2020, the following Notices of Motion, submitted by Mr Robin Smith, was passed:

That City of Launceston:

1. That City of Launceston establish a consistent approach to it's promotion of offering free parking 3.30pm-5.30pm

Section 72B(6) of the Local Government Act 1993 (Tas) requires that a motion passed at the Annual General Meeting is to be considered at the next meeting of Council

Supporting information provided by Mr Smith:

The City of Launceston runs a long-standing and successful free parking promotion in Paterson Street East, Paterson Street West and Elizabeth Street multi-deck car-parks between 3.30pm and 5.30pm.

Council officers identified that this was when these facilities were underutilised and provides an opportunity for promoting visitation by the extension of an existing stay or attracting someone to stop by in the city.

City of Launceston, Council Meeting Agenda Thursday 22 August 2024 item 8.1.2. Public Questions on Notice - Robin Smith - Parking Promotion - 8 August 2024, confirmed that the free parking promotion is programmed to automatically calculate the discount as applying seven days per week. (Attached)

Unfortunately, this promotion is inconsistently advertised by Council as both 'week days only' and also 'seven days per week'.

As the applicable parking fees are currently waived by the council every day of the week, every week of the year, it would be advantageous to visitors and businesses to market as such.

OFFICER COMMENTS:

Lee Simmons (Team Leader Parking)

The signage indicating the free parking period was installed as part of a Launceston Central initiative, with the Parking Team assisting in coordinating the installation.

While ambiguity in the promotion has been noted and an oversight has potentially occurred in fully communicating the availability of the free parking period, the hours were advertised as they were to align with the initiative's focus on encouraging re-engagement with the CBD following school hours.

The free parking period is, however, available on weekends in car parks that are open during these times, in addition to the weekdays advertised. To clarify and resolve this, the signage could be amended to reflect the free parking period as being available seven days a week. This adjustment would ensure consistent communication moving forward.

RISK IMPLICATIONS:

Potential users of the multi-story car parks may be discouraged from using them if the parking charges are not clear.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Consistent messaging and signage regarding the free parking period between 3.30pm and 5.30pm would benefit the community.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

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

BUDGET AND FINANCIAL IMPLICATIONS:

There would be a minor cost associated with signage installation that is currently within budget.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

21.6. Status Report on Notices of Motions

FILE NO: SF5547

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the updated Status Report – Notices of Motion.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2015

RECOMMENDATION:

That Council:

1. Receives the Status Report of Notices of Motions.
-

REPORT:

In accordance with s16 (5) of the *Local Government (Meeting Procedures) Regulations 2015*, a Councillor may give to the Chief Executive Officer a written notice of motion, (at least 7 days before a meeting), together with supporting information and reasons, to be included on the agenda of that meeting.

To ensure decisions are made in a transparent and accountable way, updates regarding the Status Report - Notice of Motions will be reported to each Council meeting.

Items marked as 'completed' will be removed from the list following the meeting at which this is reported.

Date	Project/Initiative Notice of Motion	Owner	Progress
<p>10 March 2022 Councillor D C Gibson</p>	<p>Windermere/Swan Bay Roads <i>That Council acknowledges the concerns of the residents and requests the Chief Executive Officer to investigate the issues raised and provide a detailed report to Council for consideration in April 2022.</i></p>	<p>Sam Johnson OAM (Chief Executive Officer)</p>	<p>Report of investigation provided at Workshop on 14 April 2022.</p> <p>The Council was successful in receiving funding through the State Government's <i>Safer Rural Roads Program</i> to upgrade the junction of John Lees Drive and Windermere Road, as committed to in the Windermere/Swan Bay Report.</p> <p>The works will involve installation of a painted channelised right turn lane on John Lees Drive, making this turn safer for turning vehicles, as well as installation of a solid island on Windermere Road at the junction; the aim of this island is to limit the space available and attractiveness for anti-social behavior such as burnouts to occur. The works are estimated to cost \$64,000 with \$52,000 being funded by the State and \$12,000 by the Council and will be delivered this financial year.</p>
<p>5 May 2022 Councillor D C Gibson</p>	<p>Launceston Pump Track <i>That Council requests the Chief Executive Officer to investigate the options for the provision of a pump track or pump tracks within Launceston and report back to Council within the next three months.</i></p>	<p>Sam Johnson OAM (Chief Executive Officer)</p>	<p>The design and construct tender was awarded to World Trail as endorsed by Council on 7 March 2024. World Trail are market leaders in pump track and development, having designed and constructed many pump track across Australia. Since the award of the tender, the contract has been signed by both parties and a project inception meeting was held on 9 April 2024.</p> <p>World Trail are reviewing the survey data, geotechnical information for the site, flood analysis information, design scope and construction budget to refine the concept design that was presented as part of the tender process.</p> <p>Once a concept is developed the community will have an opportunity to provide feedback prior the finalisation of the design.</p> <p>Construction of the pump track has an approximate 8 week time frame with the nominated period being between September and October 2024.</p>
<p>11 August 2022 Councillor D C Gibson</p>	<p>Launceston Skate Park <i>That the Council requests the Chief Executive Officer to:</i></p> <ol style="list-style-type: none"> <i>1. immediately investigate operational issues at the Launceston Skate Park at Royal Park, such as drainage and initiate immediate works to address any identified problems.</i> <i>2. within three months, advise the renewal planning timeline for this important facility, to ensure the recreational needs and expectations of our community are continued through replacement.</i> <i>3. investigate and report in 2022/2023 the upgrade options to this loved facility, including necessary budget costings.</i> 	<p>Sam Johnson OAM (Chief Executive Officer))</p>	<p>The Council Officers identified issues with drainage in the bowl (recurring issue after wet weather).</p> <p>The drains have been cleared by the City of Launceston Stormwater team, with the discovery that the drain running directly under the skate bowl has a low degree of slope and subsequently holds some water.</p> <p>The cleared drains have improved the situation and the bowl is being regularly monitored by officers.</p> <p>On 22 November 2023 a notification was received that the City of Launceston had been successful with a State Government Open Space Grant Application in respect to the Royal Park Skate Park to the value of \$200,000. This supplements the existing committed budget of \$300,000, taking the overall construction budget to \$500,000 for delivery in FY2024/25. The Grant Deed has been signed and a budget amendment processed.</p>

			<p>A community engagement survey for input into the upgrade works opened on 21 November 2023 and closes 12 January 2024. 258 responses have been received which will assist with the scope and design of the skate park.</p> <p>Next steps will include analysis of the feedback and engagement of a design consultant. The design budget is \$20,000 for delivery this financial year.</p>
<p>11 August 2022 Councillor T G Walker</p>	<p>Suburban Business District Green Spaces <i>In support of, and complimentary to, the City of Launceston's recent Memorandum of Understanding with the Launceston Chamber of Commerce regarding the urban greening of the City, that the Council agrees to pursue the following initiatives:</i></p> <ol style="list-style-type: none"> 1. <i>provides its in-principle support for the provision of additional green spaces adjacent to and/or within suburban business districts such as (but not limited to) Kings Meadows, Mowbray, St Leonards and Newstead; and</i> 2. <i>requests the Chief Executive Officer to ensure that current review process for the Greater Launceston Plan includes a framework to promote the opportunity and identify suitable spaces for this provision, either currently held land, or prospective sites that may be available for this purpose; and</i> 3. <i>following the review of the GLP, that the Council develop an implementation plan which identifies and provides the necessary actions and resourcing to deliver the green spaces. The implementation plan would need to include a community engagement process with, amongst other objectives, the need to determine the extent and scope of infrastructure that would be desirable in these spaces; and</i> 4. <i>that priority be given to maximising the greening of the area, but that additional facilities such as playgrounds or toilets be considered desirable additions if possible.</i> 	<p>Sam Johnson OAM (Chief Executive Officer)</p>	<p>This motion provided in-principle support for the provision of additional green spaces adjacent to and/or within suburban business districts such as (but not limited to) Kings Meadows, Mowbray, St Leonards and Newstead.</p> <p>The development of the Urban Greening Strategy documented existing canopy and green space, urban heat island effect, and urban density and competition for green space. The Strategy, endorsed in November 2023, identified actions to retain and increase canopy cover:</p> <p>T1.1 Increase upper, mid and low canopy cover in the City of Launceston in parks, recreation and open space areas, civic spaces, streets and road corridors and in residential areas, including private and public areas; and</p> <p>T1.5 Promote nature-based solutions to greening areas of high density, such as green roofs, vertical gardens, arbours and structures.</p> <p>The Launceston Urban Greening Implementation Plan specifically identifies actions within high traffic areas and suburban business districts:</p> <p>O-9 Explore partnership with privately owned car parks to install cascading or street level plantings.</p> <p>Priorities:</p> <ol style="list-style-type: none"> 1. Kings Meadows shopping precinct 2. Mowbray shopping precinct 3. Central Business District (CBD) <p>O-14 Implement urban greening opportunities for traffic calming applications, including planting in medians, outstands and chicanes.</p>

<p>25 August 2022 Councillor A G Harris</p>	<p>Short Term Rental Accommodation Review <i>That Council requests the Chief Executive Officer to investigate and review the growth of short-term accommodation rental properties in the City of Launceston area and report back to Council in a timely manner after the election has been completed.</i> <i>The report should consider, but not be limited to, the following:</i></p> <ol style="list-style-type: none"> 1. <i>undertake a baseline analysis of 2011 and 2016 census data to establish the number of dwellings in the City of Launceston that are owner occupied and the number that are rented long term, in both actual numbers and as a percentage of the market, for each of these two census periods.</i> 2. <i>compare this data with similar data from the 2021 census, including identifying the number of new dwellings built and occupied between 2016 and 2021.</i> 3. <i>identify the number of whole of property short-term accommodation licences that have been issued by the Council since October 2019 after the declaration of the Short-Term Accommodation Act of 2019 by the Tasmanian State Government.</i> 4. <i>review the actual number of whole of properties and short term rental properties that currently exist in the short-term rental marketplace in the City of Launceston Council area on the various short term rental platforms.</i> 5. <i>investigate and, if it is found to be warranted, make recommendations on what options exist for the City of Launceston Council to help slow, stop or even reverse the trend of existing long-term rental properties being migrated to short-term rental accommodation properties.</i> 	<p>Sam Johnson OAM (Chief Executive Officer)</p>	<p>Report titled Review of the Impacts of Short Stay Accommodation on the Rental Market in the City of Launceston provided to Council in the Agenda of 23 March 2023.</p> <p>At the same meeting Council made the following decision:</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. requests the Chief Executive Officer investigate the introduction of a differential rate for short stay accommodation providers in Launceston and provide options for Council to consider; 2. immediately lobbies the State Government to require more transparent data be provided on short stay accommodations and the interactions on the long-term rental market. Specifically, it must be easier to track the number of long term rentals that transition to short stay accommodations; 3. prioritises actions to create additional residential land within the City of Launceston; 4. continues to monitor the City's rental market with a specific focus on the number of short stay accommodations that are available within Launceston; and 5. requests the Local Government Association of Tasmania investigate and report on the implementation of a vacant residential land tax for unoccupied homes within the State.
<p>15 December 2022 Councillors D H</p>	<p>Clean Air Strategy</p>		<p>The clean air strategy was presented to councillors for their guidance and direction in November 2024.</p>

<p>McKenzie and A E Dawkins</p>	<p><i>That Council agrees that Launceston City Council develop a Clean Air Strategy, which should not be limited to but will include:</i></p> <ol style="list-style-type: none"> 1. <i>review of current State and Federal Government legislation to determine its effectiveness in supporting a clean air strategy and where there are improvements required develop a plan to lobby for change;</i> 2. <i>review of the effectiveness of past Council programs to improve air quality outcomes, such as the Wood Heater buy-back program;</i> 3. <i>compilation of baseline data to provide a base to measure improvements;</i> 4. <i>engagement of Northern Councils to achieve shared actions where possible;</i> 5. <i>education of industry and the broader community on better environmental practices;</i> 6. <i>investigation of more effective enforcement processes; and</i> 7. <i>recommendations to Council regarding means to improve outcomes. Report back to Council should occur in reasonable time outlining next steps and to enable progress to be achieved ahead of next winter.</i> 		<p>The strategy is likely to be delivered in-house, so we need to ensure the additional FTE is approved by the new EL D&P before we can recruit.</p> <p>Pending successful recruitment happening before July 2025 we anticipate the following as a reasonable timeline (and we anticipate tasks can be undertaken concurrently):</p> <ul style="list-style-type: none"> - Recruitment of Environmental Health Officer: End June 2025 - Review and finalisation of project plan and stakeholder engagement plan: August 2025 - Review of data and precedent studies: December 2025 - - Gap analysis: March 2025 - Stakeholder engagement: June 2026 - Data collation: December 2026 - Draft strategy and action plan: February 2027 - Stakeholder review draft strategy and action plan (incl. Councillor workshops prior to going out to broader stakeholder group): June 2027 - Finalise strategy and action plan (incl. Councillor meeting to endorse): December 2027.
<p>23 March 2023 Councillor T G Walker</p>	<p>Paterson Barracks <i>That Council:</i></p> <ol style="list-style-type: none"> 1. <i>agrees in principle that there is value in retaining the Paterson Barracks for community ownership and public use;</i> 2. <i>continue liaising with the Department of Defence in relation to the site;</i> 3. <i>request the CEO to develop a pre-feasibility study assessing the value in preparing a business case for the City of Launceston to activate the site in accordance with the objectives of the City Deal, including assessing opportunities for community groups, events, meeting space, markets and commercial and/or retail use;</i> 4. <i>within 12 months, make a final decision on whether to develop a business case and</i> 	<p>Sam Johnson OAM (Chief Executive Officer)</p>	<p>A site inspection has been completed by Council Officers in order to finalise the project scoping work. Information has been obtained on the heritage values of the site and the pre-feasibility report has been commenced.</p> <p>A draft pre-feasibility report has been completed and is currently undergoing officer review. This is likely to be presented to the January 2025 Council meeting.</p>

	<p><i>prepare a formal proposal to submit to the Department of Defence, seeking a concessional sale of the Paterson Barracks to the City of Launceston;</i></p> <p>5. <i>if it is decided to proceed with a business case and proposal, write to the Defence Department, relevant Minister and any other related parties expressing initial interest in potential ownership of the site on behalf of the Launceston community; and</i></p> <p>6. <i>acknowledge that the Launceston Historical Society, the Tasmanian Family History Society, the Friends of the Launceston Mechanics' Institute and the Royal Australian Artillery Association have all expressed a keen desire in having a permanent presence at the site</i></p>		
<p>4 May 2023 Councillor A E Dawkins</p>	<p>Financial support for Veterinary Practices Treating Injured Animals <i>That Council requests the Chief Executive Officer to:</i></p> <p>1. <i>modify the Draft Council 2023/2024 Fees and Charges to set a \$0 fee at the Launceston Waste Centre for veterinary services to drop off native animals that are killed on our roads; and</i></p> <p>2. <i>investigate other measures available to City of Launceston to reduce the financial impost on veterinary practices tasked with treating sick and injured wildlife.</i></p>	<p>Sam Johnson OAM (Chief Executive Officer)</p>	<p>The 2023/2024 Fees and Charges were amended in accordance with the motion. Additional options will now be explored.</p>
<p>29 June 2023 Councillor L M McMahon</p>	<p>Reinstatement of the State Government's Financial Contribution to the Active Launceston Program <i>That Council requests the Chief Executive Officer write to the Premier and request the reinstatement of the State Government's financial contribution to the Active Launceston program.</i></p>	<p>Sam Johnson OAM (Chief Executive Officer)</p>	<p>Correspondence was sent to the Premier on 6 July 2023. A response was received and an additional \$20,000 has been allocated by the State Government to the Active Launceston Program.</p>

<p>21 September 2023 Councillor A E Dawkins</p>	<p>Establishing a Leadership Role for the City of Launceston in the Prevention of Child Sexual Abuse <i>To show local community leadership and responsiveness to the revelations of widespread historic and contemporary child sexual abuse in Launceston, as evidenced in the recent Commission of Inquiry* hearings, it is moved that Council:</i></p> <ol style="list-style-type: none"> 1. <i>investigates opportunities to acknowledge victim/survivors of child sexual abuse through the inclusion of an appropriate public art installation in the next stage of the City Heart development.</i> 2. <i>engages with the organisers of the National Child Sexual Abuse Survivors Day to support community events planned for the Launceston municipality.</i> 3. <i>includes an assessment criterion for grant applications to the Council requiring respondent entities (clubs, associations, etc.) to demonstrate how they comply with the Child and Youth Safe Standards.</i> 4. <i>requests the Council's Officers report to a future Council Meeting on:</i> <ol style="list-style-type: none"> a) <i>the feasibility of conducting site visits to two peer communities** where the councils have assumed a Child Sexual Abuse Prevention role and make recommendations as to how the City of Launceston can show further leadership***.</i> b) <i>progress against compliance with the National Principles for Child Safe Organisations, including Child Sexual Abuse prevention awareness for Councillors.</i> <p>* Commission of Inquiry (COI) into the Tasmanian Government's Responses to Child Sexual Abuse in Institutional Settings. ** Possible peer communities include Ballarat, Victoria and Maitland, New South Wales.</p>	<p>Leanne Purchase (Manager Governance)</p>	<p>Work is well underway with respect to child safety as follows:</p> <ol style="list-style-type: none"> 1. Public art will be commissioned over the next 2- 3 years and will follow extensive consultation with victim survivors. The process of establishing artwork requires the utmost sensitivity due to the trauma involved of those we are seeking to acknowledge. Advice from the Victorian Black Saturday commemorative public art process was that it took several years in order to ensure victim and survivor voices we appropriately heard and recognised so that the memorial was respectful and not retraumatising. 2. the signing of council's commitment to child safety was undertaken on National Survivors Day in November 2024. The day was held in partnership with the In Good Faith Foundation. 3. This is still to be developed. However, a recent lease with St Vincent De Paul stipulated that the organisation must adhere to the Child and Youth Safe Standards, so steps are already being taken to ensure our partners are adhering to the CYSOF. 4 a). This work has yet to commence. 4b). Officers can present to a council meeting in 2025 on the progress to date in achieving the standards.
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	<p>*** Examples of further leadership roles for local government might include: - Co-delivery of Child Sexual Abuse Prevention Community Awareness Campaigns in conjunction with the Child Safe Regulator. - Co-convening standards compliance workshops for local clubs, associations and businesses with the Regulator. - Auspicing and participating as part of a Launceston consortium of community organisations committed to Child Sexual Abuse prevention in non-institutional settings</p>		
<p>16 May 2024 Councillor A J Palmer</p>	<p>Family Violence <i>That Council:</i></p> <ol style="list-style-type: none"> 1. <i>acknowledges that family and domestic violence has never, and will never be tolerated in our community; and</i> 2. <i>recognises the strategies and programs Council has in place to support victims of domestic and family violence; and</i> 3. <i>implement a respectful relationships program, for all Staff and Councillors (presently employed), to commence within the 2024/2025 financial year and that it is included as part of the on boarding and induction for new staff and future Councillors, starting July 1 2024.</i> 	<p>Nathan Williams (General Manager Organisational Services Network)</p>	<p>No action has commenced on this yet.</p> <ol style="list-style-type: none"> 1. The City of Launceston acknowledges that family and domestic has and never will have a place in both our community, or our workplace. 2. Community Development works in this space by supporting 16 Days of Activism and other initiatives as they arise. Council's Enterprise Agreement specifically references victims of family violence (section 6.17) and seeks to support impacted employees by way of leave provisions, financial support, access to the Employee Assistance Program, changes to working patterns and contact details. 3. Further work is required as to the appropriateness of the respectful relationships program, specifically whether it is trauma informed, and whether there might be more appropriate ways to raise awareness with staff and councillors. There are survivors of family and domestic violence at council and care needs to be taken not to trigger or retraumatize those who are victim survivors of family and domestic violence.
<p>13 June 2024 Councillor A E Dawkins</p>	<p>Establishing an Inclusion Action Plan and Community Consultation <i>That Launceston City convene a round table of LGBTIQ+ residents and their allies to discuss and recommend further action by the City to foster LGBTIQ+ equity and inclusion with the goal of developing an Inclusion Action Plan</i></p>	<p>Chelsea van Riet (General Manager Community and Place Network)</p>	<p>Due to staff resourcing constraints work has not yet commenced on this. Officers will commence work on an equity and inclusion strategy in 2025, including consulting with Launceston's most disadvantaged and marginalised communities to ensure they have a voice in the development of the strategy and corresponding action plans. The work will involve co-design with those with a disability (including those who are neurodivergent), culturally and linguistically diverse (CALD) and migrant communities and LGBTQIA+ people.</p>
<p>25 July 2024 Councillor D C Gibson</p>	<p>Funding for Tamar Valley Peace Festival <i>That Council supports the Tamar Community Peace Trust's 2024 Tamar Valley Peace Festival by way of \$10,000 from Council funds.</i></p>	<p>Chelsea van Riet (General Manager Community and Place Network)</p>	<p>This item was withdrawn from the 5 September 2024 Council Agenda.</p>

<p>22 August 2024 Mayor Councillor M K Garwood</p>	<p>Increase Housing Diversity in the Municipality <i>That Council explores an opportunity to increase housing diversity in the municipality by:</i></p> <ul style="list-style-type: none"> • <i>Investigating the use of a CBD or inner-city landholding for the development of community housing as well as retaining public car parking facilities;</i> • <i>Engage a Registered Community Housing Provider (CHP) or a private developer with demonstrable experience partnering with the community housing sector, following due process, to devise plans for the identified site that result in affordable housing at a high-density in line with desirable heights for the CBD; and</i> • <i>Support the proponent to apply for funding in a future round of the Federal Government's Housing Australia Future Fund to develop the site for affordable housing</i> 	<p>Chelsea van Riet (General Manager Community and Place Network)</p>	<p>A consultant was engaged to review to conduct a desktop review of inner-city sites owned by council. Their report was received in October and provided initial recommendations regarding site suitability for housing development. Officers are reviewing this report and engaging with a consultant to commence the next round of more detailed feasibility assessment of four sites in early 2025.</p>
<p>19 September 2024 Councillor J J Pentridge</p>	<p>Emergency Management Response <i>That Council</i></p> <ol style="list-style-type: none"> 1. <i>Explore options for the purchase of mobile power units (generators) for use in events of power outages, and to support Council's emergency management response; and</i> 2. <i>A report be presented to Council outlining these options for Council's consideration.</i> 	<p>Chelsea van Riet (Acting General Manager Infrastructure and Assets)</p>	<p>Investigations have commenced into back up power (generators) to increase planned redundancy for Council operations in the event of a network power outage. Given the range of roles that we undertake in emergency we will need input from across the business. Officers will provide an update to Council no later than 6 March 2025 on status of work.</p>
<p>19 September 2024 Mayor Councillor M K Garwood</p>	<p>CCTV (Closed Circuit Television) System Within Launceston Central Business <i>That Council:</i></p> <ol style="list-style-type: none"> 1. <i>Undertakes a review of the current CCTV (Closed Circuit Television) system within the Launceston Central Business District, to provide options for system improvement, and a focus on community safety; and</i> 2. <i>A report be presented to Council summarising the review, including any future options for system improvement and investment.</i> 	<p>Nathan Williams (Acting General Manager Organisational Services Network)</p>	<p>Council will engage with an external consultant, via a Request for Quotation process, to perform the review of the current CCTV system.</p> <p>A report will be provided to Council in due course upon completion of the review.</p>

<p>12 December 2024 Councillor A G Harris</p>	<p>City of Launceston to Establish a Memorandum of Understanding with Dorset Council to Facilitate the Development of Stage 3 of the North East Rail Trail <i>That Council:</i></p> <ol style="list-style-type: none"> 1. <i>Provides in-principle support of the North East Rail Trail Stage 3 – Lilydale Falls to Scottsdale in concept only;</i> 2. <i>approves providing Dorset Council a letter of support outlining Council's in-principle support for the project; and</i> 3. <i>be provided with a project report to better understand implications to Council, such as costs, ownership and technical challenges.</i> 	<p>Sam Johnson OAM (Chief Executive Officer)</p>	
<p>12 December 2024 Mayor Councillor M K Garwood</p>	<p>Bicycle Donation to Tasmania Police <i>That Council:</i></p> <ol style="list-style-type: none"> 1. <i>purchase two (2) fit-for-purpose bicycles, to a combined maximum value of \$15,000 (excluding GST), to be donated to Tasmania Police for the sole purpose of reintroducing the bike patrols within the Launceston Central Business District.</i> 	<p>Michelle Ogulin (Acting General Manager Community and Place Network)</p>	<p>Officers will develop an MOU with Tasmania Police which will set out the expectations for:</p> <ul style="list-style-type: none"> • how often the bicycles will be used • where the bicycles will be used • maintenance responsibilities • ownership of the bikes • transfer of bikes back to CoL in the event the bike patrols are not deemed feasible by TasPol. <p>The MoU will be presented to council in the first quarter of 2025.</p>
<p>12 December 2024 Mayor Councillor M K Garwood</p>	<p>Mobile LED Screen <i>That Council:</i></p> <ol style="list-style-type: none"> 1. <i>investigates the procurement of a large mobile LED screen to support City activation, and events; and</i> 2. <i>the project is to be considered as part of annual plan and budget discussions.</i> 	<p>Michelle Ogulin (Acting General Manager Community and Place Network)</p>	<p>Officers will commence more detailed investigations into fixed and mobile screens and also projection options, with a report to be tabled to council in the first half of 2025.</p>

<p>12 December 2024 Mayor Councillor M K Garwood</p>	<p>Street Art Festival and Street Art Laneways <i>That Council:</i></p> <ol style="list-style-type: none"> 1. <i>pursuant to the City of Launceston Public Art Strategy 2023-2031, prioritises the Opportunity - City Centre Laneways recommendation for a Street Art Laneway Gallery to be developed for delivery in FY2024/2025, and a second gallery for delivery in FY2025/2026; and</i> 2. <i>pursuant to the City of Launceston Public Art Strategy 2023-2031, prioritises the Opportunity - City Centre Laneways recommendation for a Laneway Festival to be developed in conjunction with each gallery described in the above recommendation.</i> 	<p>Michelle Ogulin (Acting General Manager Community and Place Network)</p>	<p>Work has commenced on the laneway festival and laneway gallery. A Councillor briefing will be provided in early 2025 once a site has been identified.</p>
<p>12 December 2024 Councillor S Cai</p>	<p><i>That Council:</i></p> <ol style="list-style-type: none"> 1. considers expanding graffiti removal to include private dwellings and infrastructure by: <ul style="list-style-type: none"> • reviewing and amending the City of Launceston's graffiti policy framework to expand to removal of graffiti in all locations throughout the municipality. 	<p>Chelsea van Riet (Acting General Manager Infrastructure and Assets)</p>	<p>Officers will conduct a review of the framework and provide more detailed costings that reflect the level of work involved to address graffiti on private dwellings and infrastructure. This work will commence in late January 2025.</p>

RISK IMPLICATIONS:

Not considered relevant to this report.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

Not considered relevant to this report.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

1. To provide for the health, safety and welfare of the community.
2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.
5. To maintain a financially sustainable organisation.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

21.7. Status Report on Council Decisions

FILE NO: SF5547

AUTHOR: Lorraine Wyatt (Council and Committees Officer)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the Status Report on Council Decisions made from 7 September 2023 to 12 December 2024.

RELEVANT LEGISLATION:

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

RECOMMENDATION:

That Council:

1. receives the Status Report on Council Decisions made from 7 September 2023 to 12 December 2024.
-

REPORT:

It is important that Councillors and community members are informed on an ongoing basis of progress in relation to the implementation of Council decisions and addresses outstanding items.

The Status Report is a document that will be used to track the progress of Council decisions, providing a history which can be used for evaluation and reviewing purposes.

This inaugural report is an extract of relevant items from minutes for the period 7 September 2023 to 12 December 2024 and includes items which required an action by the responsible officer. It excludes items for noting, statutory items such as adoption of the annual plan, and planning decisions.

The Report will continue to be refined, and commentary updated as organisational change is managed, Executive Leader roles are confirmed, and projects progressed. Items marked as completed will be removed from reports ongoing.

Meeting Date/Item	Council Decision	Owner/Network	Status
12 December 2024			
17.1. In-Kind Support Proposal for Able Australia	That Council: 1. notes the request as outlined within this report is a result of the Community Grants Committee; 2. notes that Able Australia submitted a grant application in Round One of the 2024/2025 Community Grant (Organisations) program. While the application was deemed eligible, it was not funded as the available budget was fully allocated to higher-scoring applications; and 3. agrees to provide in-kind support to Able Australia by providing twenty (20) adult concession aquatic ten (10)-visit passes, valued at \$1,206.	Michelle Ogulin (Acting General Manager Community and Place Network)	
17.4. Carols in the Park	That Council: 1. approves funding of up to \$85,377 to facilitate the production of Carols in the Park, to be held in City Park on Sunday 22 December 2024, in collaboration with the community and local business sponsorship; and 2. agrees that any unspent funds from the allocated amount are returned to the Special Event Sponsorship budget.	Michelle Ogulin (Acting General Manager Community and Place Network)	Completed
17.5. Cultural Advisory Committee Representative Ratification	That Council: 1. receives and notes the Report; and 2. endorses the appointment of Amr Elsayed, Ariel Chanko and Judith Ridge as new community representative members of the Cultural Advisory Committee.		Completed
19.1. Lilydale Golconda Memorandum of Understanding (MoU)	That Council: 1. authorises the Chief Executive Officer to enter into a formal Memorandum of Understanding (MoU) under the following terms: a) duration shall be from the date of signing until the collaboration outlined within the MOU is complete, or until such time as either council determines the MoU is no longer applicable b) nothing in the MoU creates or implies any obligations on the part of either council to enter into any contract, agreement, commitment or other arrangement, nor are the provisions intended to give rise to legal rights, obligations or liabilities on the part of either council; c) areas of collaboration shall include: i. shared understanding ii. advocacy and lobbying iii. road and pavement improvements iv. data sharing and analysis v. community engagement d) periodic reporting to Council on progress; and 2. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the Memorandum of Understanding.	Chelsea van Riet (Acting General Manager Infrastructure and Assets Network)	

<p>19.2. Action in Respect of a Grant from the Tasmanian Government for Projects in Lilydale</p>	<p>That Council: 1. determines to: (i) decline the component of the grant related to Clause 1.1 (a): the design and construction of a pedestrian and cycle pathway between Lilydale Falls and Lilydale; (ii) accept the component of the grant related to Clause 1.1 (b): council-led improvements to better integrate the Lilydale pool, playground, toilet and BBQ areas. (iii) write to the State Government seeking to purpose the remaining funds for the purpose of the Lilydale community.</p>																										
<p>19.3. City Park Macaques</p>	<p>That Council: 1. receives and notes the report; 2. determines that in respect of the reproductive, genetic and social management of the City Park Japanese macaques, action is to be taken to prevent all breeding within the troop; 3. if recommendation 2 above is resolved in the affirmative: a) notes that a consequence of that resolution will be that attrition will occur over an estimated 20-25 years, until no Japanese macaques remain in City Park; and b) requests the Mayor communicates the Council decision to the Mayor of Ikeda, Japan.</p>		<p>Ongoing</p>																								
<p>20.3. 2024/2025 Fees and Charges Amendments</p>	<p>That Council: 1. pursuant to section 2015 of the Local Government Act 1993 (Tas), approves the below fees which will change the previously adopted Fees and Charges for 2024/2025 as listed below:</p> <table border="1" data-bbox="524 916 1355 1417"> <thead> <tr> <th>Line No.</th> <th>Fee Name</th> </tr> </thead> <tbody> <tr> <td></td> <td>COMMUNITY AND PLACE</td> </tr> <tr> <td></td> <td>Carr Villa Memorial Park</td> </tr> <tr> <td>426</td> <td>Burial Single Depth Interment Fee Only</td> </tr> <tr> <td>NEW NO.</td> <td>Burial Single Depth (at need) Right of Burial Fee</td> </tr> <tr> <td>430</td> <td>Burial Double Depth Interment Fee Only</td> </tr> <tr> <td>NEW NO.</td> <td>Burial Double Depth (at need) Right of Burial Fee</td> </tr> <tr> <td>433</td> <td>Burial Infant under 12 years Interment Fee Only</td> </tr> <tr> <td>NEW NO.</td> <td>Burial Infant under 12 years (at need) Right of Burial Fee</td> </tr> <tr> <td>435</td> <td>Pre-purchase of right of burial</td> </tr> <tr> <td>436</td> <td>Conversion Free Ground to Private (Carr Villa Memorial Park Only)</td> </tr> <tr> <td>463</td> <td>A' Section Rose Garden first placement</td> </tr> </tbody> </table>	Line No.	Fee Name		COMMUNITY AND PLACE		Carr Villa Memorial Park	426	Burial Single Depth Interment Fee Only	NEW NO.	Burial Single Depth (at need) Right of Burial Fee	430	Burial Double Depth Interment Fee Only	NEW NO.	Burial Double Depth (at need) Right of Burial Fee	433	Burial Infant under 12 years Interment Fee Only	NEW NO.	Burial Infant under 12 years (at need) Right of Burial Fee	435	Pre-purchase of right of burial	436	Conversion Free Ground to Private (Carr Villa Memorial Park Only)	463	A' Section Rose Garden first placement		
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464	A' Section Rose Garden each of second and third placements (if required)		
465	B' Section Rose Garden first placement		
466	B' Section Rose Garden each of second and third placements (if required)		
467	Red Oak Tree position Lawn Cemetery		
468	Barakee Waters - Placement single depth (each)		
469	Barakee Waters - 2nd placement at double depth (each)		
470	Barakee Waters - Cremorial Panel (per niche)		
471	Clay Grove and Kooyong Garden placement - per placement		
472	Granite Wall, per single niche		
473	Northern Wall Main Bay per single niche		
474	Northern Wall Pergola Pillars per single niche		
475	Northern Wall Ex Serviceman - DVA criteria		
476	Lawn and Pergola Walls first placement in niche		
477	Lawn and Pergola Walls second placement in niche		
478	Colonnade Walls per single niche		
479	Western Wall per single niche		
480	Fence Piers per single niche		
481	Feature Gardens Special Rose per placement		
482	Feature Gardens Water Feature first placement		
483	Feature Gardens Water Feature second placement		
484	Pool of Eternal Memories		
485	Ash Interment - Placement in a grave or a memorial plinth on a grave		
491	Ash Placement Garden - Garden of Memories		
492	Bed 1,2,3,4,17 and 18 Tier 1. Per Placement		
493	Bed 5,6,14 and 19. Tier 2. Per Placement		
494	Bed 7,8,9,10,11,12,13,15 and 16 Tier 2. 1st Placement		
495	Bed 7,8,9,10,11,12,13,15 and 16 Tier 2. 2nd Placement at double depth		

	496	Bed 7,8,9,10,11,12,13,15 and 16. Tier 2. 3rd and 4th placement when double block reserved		
	497	Bed 20,21,22,23,24 and 25 Tier 3. Per Placement		
	498	Ash Placement Garden - Reflection Walls		
	499	Wall 1-11. Tier 4. Per Placement		
	500	Ash placement Garden - Niche Walls		
	501	Wall A. Row A-D per placement		
	502	Wall A. Row E-F per placement		
	503	Wall B. Row A-D per placement		
	504	Wall B, Row E-F per placement		
	505	Wall C. Row A-D per placement		
	506	Wall C. Row E-F per placement		
	507	Wall D. Row A-D per placement		
	508	Wall D. Row E-F per placement		
	509	Wall E. Row A-D per placement		
	510	Wall E. Row E-F per placement		
	511	Lilydale Cemetery		
	513	Columbarium - per single niche		
20.4. Investment Policy (12-PI-002)	That Council: 1. approves the Investment Policy (12-PI-012) (ECM Doc Set ID 5162164)			Completed and implemented
20.5. Lease - 8A Blaydon Street - St Vincent de Paul Society	That Council: 1. by absolute majority, pursuant to section 179 of the Local Government Act 1993 (Tas), decides to lease part of the land situated at 8A Blaydon Street, Kings Meadows (CT12900/70), known as the former YMCA building, as identified on the plan below: 2. requires that the lease is on the following basis: a. the lease will commence on 12 December 2024 for a period of 5 years; b. the commencing rent will be \$340.34 per annum; c. tenant to be responsible for: i. energy costs; ii. volumetric and connection charges for water; iii. contents insurance; and			Completed

	<ul style="list-style-type: none"> iv. other service charges if any; d. tenant shall continuously maintain: <ul style="list-style-type: none"> i. building in good and reasonable order; ii. and keep clear all noxious growth from premises; iii. hold public liability insurance of at least \$20 million; e. the exact dimensions of land to be leased and all remaining terms to be determined by the Chief Executive Officer; 3. requests the Chief Executive Officer to: <ul style="list-style-type: none"> a) determine the exact dimensions of the land to be leased and all remaining terms and conditions; b) exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and 4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas). 		
<p>20.6. Councillor Nomination for the Community Advisory Committee Facilitated by St Vincent de Paul at the Blaydon Street Site</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. following a ballot, if required, appoints Councillor A J Palmer to the newly formed community advisory committee to help steer the direction of the community's use of the 8A Blaydon Street site for a period of two years until 2026 when Councillor appointments are next due for review. 		<p>Completed</p>
<p>20.7. Lease - Tamar Yacht Club</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. by absolute majority and pursuant to section 179 of the Local Government Act 1993 (Tas), decides to lease part of the land situated at 11 Park Street, Launceston and part of 88-96 Paterson Street, Launceston, described as Volume 49784/1, 49745/2 and part of 159106/1 and as identified on the plan below: 2. Requires that the lease is on the following basis: <ol style="list-style-type: none"> a. the lease is to commence on the 12 December 2024 for a period of 5 years; b. the commencing rent will be \$340.34 per year; c. tenant to be responsible for: <ol style="list-style-type: none"> i. energy costs; ii. volumetric and connection charges for water; iii. contents insurance; and iv. other service charges if any. d. The lessee shall continuously maintain: <ol style="list-style-type: none"> i. building in good and reasonable order; ii. and keep clear all noxious growth from premises; iii. hold public liability insurance of at least \$20 million; 3. requests the Chief Executive Officer to: <ol style="list-style-type: none"> a) determine the exact dimensions of the land to be leased and all remaining terms and conditions; 		<p>Completed</p>

	<p>b) exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and</p> <p>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.</p>		
<p>20.8. Lease - Launceston History Centre</p>	<p>That Council:</p> <p>1. by absolute majority and pursuant to section 179 of the Local Government Act 1993 (Tas), decides to lease the land situated at 56 Frederick Street, Launceston, CT216133/1, as identified on the plan below:</p> <p>2. Requires that the lease is on the following basis:</p> <p>a. the lease is to commence on or as soon as possible after 12th December 2024 for a period of 10 years with a 10-year option;</p> <p>b. the commencing rent will be \$340.34 per annum;</p> <p>c. lessee to be responsible for:</p> <p>i. energy costs;</p> <p>ii. volumetric and connection charges for water;</p> <p>iii. All costs associated with the registration of the lease;</p> <p>iv. Building insurance for any additional building constructed;</p> <p>v. contents insurance; and</p> <p>vi. other service charges if any.</p> <p>d. tenant shall continuously maintain:</p> <p>i. building in good and reasonable order;</p> <p>ii. and keep clear all noxious growth from premises;</p> <p>iii. hold public liability insurance of at least \$20 million;</p> <p>3. requests the Chief Executive Officer to:</p> <p>a) determine the exact dimensions of the land to be leased and all remaining terms and conditions;</p> <p>b) exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and</p> <p>4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas).</p>		<p>Completed</p>
<p>20.9. Intention to Lease Four Hospitality Venues at the Launceston Leisure and Aquatic Centre, Gorge Reserve, and Albert Hall</p>	<p>That Council:</p> <p>1. pursuant to section 178 of the Local Government Act 1993:</p> <p>(a) forms the intention to lease the property currently known as the Aquatic Cafe, located within the Launceston Leisure and Aquatic Centre, Certificate Title 246404/1, as identified in blue on the plan below, for a period of up to ten years:</p> <p>(b) forms the intention to lease approximately 108m2 of space within the extension to the Albert Hall, which is currently under construction, Certificate of Title 50902/1, as identified on the plan below, for a period of up to ten years:</p>		<p>Ongoing</p>

	<p>(c) forms the intention to lease the property currently known as the Gorge Restaurant, located within the Cataract Gorge Reserve, Certificate Title 235401/1, as identified in blue on the plan below, for a period of up to ten years:</p> <p>(d) forms the intention to lease the property currently known as the First Basin Cafe, located within the Cataract Gorge Reserve, Certificate Title 243968/1, as identified on the plan below, for a period of up to ten years:</p> <p>2. requires that formal notice is given of the intention to lease each of the four properties, as required by section 178(4) of the Local Government Act 1993 (Tas);</p> <p>3. notes that, following the statutory objection period and completion of expression of interest processes, the selection of the lessee for each of the properties listed above will be made at a future Council meeting, along with the terms upon which each lease will be offered.</p>		
21.1. Proposal to Establish a Public Register of Interests	<p>That Council:</p> <p>1. Indicates its support for the development of a policy, which may be similar to the proposed policy outline document which is attachment 1 (ECM Doc Set ID 5162592) to this report, requiring:</p> <p>1.1 the Chief Executive Officer to maintain a publicly available register containing details of certain interests of Councillors; and</p> <p>1.2 Councillors to proactively disclose outside interests to the Chief Executive Officer for the purpose of inclusion in that register;</p> <p>2. Instructs the Chief Executive Officer to:</p> <p>2.1 convene a workshop or workshops at which the Councillors may engage in discussion and provide comments and guidance regarding the development of the policy described above;</p> <p>2.2 bring to a future meeting of the Council, after those workshop/s, a proposed policy which the Council may adopt.</p>	Sam Johnson OAM (Chief Executive Officer)	Ongoing
21.2. Tasmanian Government Response to the Future of Local Government Review Final Report Recommendations	<p>That Council:</p> <p>1. notes the Tasmanian Government Response to the Future of Local Government Review Final Report Recommendations; and</p> <p>2. upon release of the discussion paper, prepares a submission.</p>	Sam Johnson OAM (Chief Executive Officer)	Ongoing: Submission to be prepared
22.2. St Leonards and Waverley Neighbourhood Plan Update	<p>That Council:</p> <p>1. notes the content of the report providing an update on progress toward developing the St Leonards and Waverley Neighbourhood Plan and Infrastructure Funding Framework.</p>	Michelle Ogulin (Acting General Manager Community and Place Network)	Ongoing
22.3. Waiving of Parking Fees at Multi-Story Carparks on 14 December 2024 and 21 December 2024	<p>That Council:</p> <p>1. Pursuant to section 207 of the Local Government Act 1993 (Tas), waives the requirement to pay parking fees on 14 December 2024, 15 December 2024, 21 December 2024 and 22 December 2022 at each of the following Council owned carparks:</p>	Nathan Williams (Acting General Manager Organisational Services Network)	Completed

	<p>(a) Paterson Street East Car Park, located at 1-15 Paterson Street, Launceston (b) Paterson Street West Car Park, located at 79-83 Paterson Street, Launceston (c) Elizabeth Street Car Park, located at 32 Elizabeth Street, Launceston 2. notes that parking controls across the municipality are otherwise unaffected.</p>		
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28 November 2024			
17.1. Municipal Emergency Management Coordinator and Deputy Municipal Emergency Management Coordinator Roles	<p>That Council:</p> <ol style="list-style-type: none"> 1. nominates Lynda Robins as the Municipal Emergency Management Coordinator, with her name to be forwarded to the Minister of Police and Emergency Management via the State Controller in accordance with section 23 of the <i>Emergency Management Act 2006</i>; 2. nominates Michael Newby as the Deputy Municipal Emergency Management Coordinator, with his name to be forwarded to the Minister of Police and Emergency Management via the State Controller in accordance with section 23 of the <i>Emergency Management Act 2006</i>; 3. recommends the appointment of both roles above be for a period of three (3) years; 4. rescinds the previous appointments of Shane Eberhardt and Louise Foster as Municipal Emergency Management Coordinator and Deputy Municipal Emergency Management Coordinator respectively; 5. authorises the Chief Executive Officer to forward nominations and notice of recision to the Minister of Police and Emergency Management via the State Controller in accordance with section 23 of the Emergency Management Act 2006; and 6. notes that the term Chief Executive Officer means the General Manager as defined by the <i>Local Government Act 1993</i>. 	Michelle Ogulin (Acting General Manager Community and Place Network))	Completed
17.2. Development Assessment Panel Submission	<p>That Council:</p> <ol style="list-style-type: none"> 1. notes the submission made by Council Officers to the <i>Draft Land Use Planning and Approvals (Development Assessment Panels) Bill 2024</i>. 	Michelle Ogulin (Acting General Manager Community and Place Network)	Completed
19.1. On-street Dining Fee Waiver Related to George Street Parklets (Dining Decks)	<p>That Council:</p> <ol style="list-style-type: none"> 1. Receive and note the report: and 2. waive on-street dining fees for businesses within the George Street Parklets Trial area who wanted to participate but are unable to have a parklet/dining deck. 	Chelsea van Riet (Acting General Manager Infrastructure and Assets Network)	Completed
20.1. Revised Delegation from Council to Chief Executive Officer - Building Act 2016 and Building Regulations 2016	<p>That Council:</p> <ol style="list-style-type: none"> 1. notes its decision to delegate its powers and functions under the Building Act 2016 and associated regulations from Council to the General Manager (Chief Executive Officer) made at item 19.4 at the Council Meeting on 23 January 2017 ("2017 Decision"). 2. revokes part of the 2017 decision as it relates to the delegation of the powers and functions contained in sections 267(1) and (2) and (3) of the Building Act 2016. 3. notes that the following powers and functions under the Building Act 2016 and Building Regulations 2016 will remain exercisable by the Chief Executive Officer under delegation: 	Nathan Williams (Acting General Manager Organisational Services Network)	Completed - Delegations Register updated

	<p>Building Act 2016 Provision Function or Power Section 27(3) Make information retained pursuant to sections 27(2) available to the persons specified in section 27(3) Section 265(3) Perform works where there has been a failure to comply with an emergency order, a building order, or a plumbing order. Section 265(4) The power to (a) enter on the land where the work is to be done with the appropriate equipment; and (b) exclude other persons from the place where the work is being done; and (c) if anything is to be altered, determine the form of the alteration so far as it was not previously specified; and (d) if anything is to be taken down, demolished or removed, determine in what condition the remainder is to be left; and (e) carry away to some convenient place any materials removed; and (f) sell any materials so carried away and deduct the proceeds from the cost of the work Section 266 Take proceedings to obtain possession of a building or temporary structure if any occupier fails to allow any person to do work pursuant to section 265. Section 269 Enter land or a building and perform the required work, make an application to recover the cost of performing any work, and to impose a charge on land Section 271(1) Sell a building for removal or after demolishing a building, sell the materials on the premises for removal Section 271(2) Grant the purchaser of a building sold pursuant to section 271(1) all of the powers Council has under section 265 Section 271(6) Pay the owner of the building or materials sold under subsection (1) the balance of any proceeds of the same after deducting reasonable expenses incurred</p> <p>Building Regulations 2016 Provision Function or Power Regulation 43(1) Provide written consent for works proposed pursuant to regulation 43(1) Regulation 43(3) If not satisfied that a stormwater drainage system is sealed in accordance with the Building Act 2016 (Tas), enter the premises and perform any work necessary Regulation 43(5)(a) Recover costs as a charge under the Local Government Act 1993 (Tas) Regulation 53 Assessment of land as having a reasonable probability of flooding Regulation 78(3) Recover costs as a charge under the Local Government Act 1993 (Tas)</p>		
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	<p>4. authorises the Mayor to sign a new Instrument of Delegation giving effect to the recommendations above.</p> <p>5. notes, for the avoidance of doubt, that the term Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993.</p>		
20.3. Public Interest Disclosure Procedures	<p>That Council:</p> <p>1. approves the Public Interest Disclosure Procedures ("Procedures")</p> <p>2. notes that approval has been provided by the Ombudsman on 23 August 2024 to the making of the Procedures.</p>	Nathan Williams (Acting General Manager Organisational Services Network)	Completed
20.5. 2025 Council Meeting Schedule and Update of Council Meetings Policy (Frequency and Commencement Time) (14-PI-001)	<p>That Council:</p> <p>1. notes and approves the 2025 schedule of Council Meetings and Workshops: and pursuant to regulation 6(1) of the Local Government (Meeting Procedures) Regulations 2015 notes and approves by absolute majority the wording of the Council Meetings Policy (Frequency and Commencement Time) (14-PI-001), updated to reflect the move to three weekly meetings.</p>	Nathan Williams (Acting General Manager Organisational Services Network)	Completed - Meeting dates advertised, website and Policy updated
14 November 2024			
17.1. Launceston Local Housing Strategy Update	<p>That Council notes the content of the report providing an update on commencement of drafting a Local Housing Strategy that will outline long-term dwelling growth within the City of Launceston municipality.</p>	Michelle Ogulin (Acting General Manager Community and Place Network)	Ongoing
19.1. Transfer of York Park to Stadiums Tasmania	<p>That Council:</p> <p>1. notes the 8 February 2024 decision of Council to transfer York Park and associated land and assets to Stadiums Tasmania for nominal consideration.</p> <p>2. amends the dimensions of the land to be transferred to be approximately 5.16ha of land identified as Lot 1 in Attachment 1, an indication of which is provided in the plan below, noting that the exact dimensions of the land to be transferred will be confirmed by a final plan of survey:</p> <p>3. requests the State Government to recognise their commitment to provide the City of Launceston the first right to purchase the facility should the Crown wish to dispose of the transferred land in the future, as part of the required public notice of transfer to be published in the Gazette as set out in the Stadiums Tasmania Act 2022.</p> <p>4. rescinds the request for the Chief Executive Officer to negotiate a term sheet with Stadiums Tasmania, as described at Recommendation 6 of the 8 February 2024 decision of Council, and in its place:</p> <p>(a) requests the Chief Executive Officer to do all things necessary for the transfer of the land and assets to occur substantially in accordance with the Consent Deed appearing at Attachment 2, including providing Council's consent as required under sections 23A, 23D and 23E of Stadiums</p>	Sam Johnson OAM (Chief Executive Officer)	Completed

	<p>Tasmania Act 2022 and agreeing to any minor amendments to Annexure 5 of the Consent Deed;</p> <p>(b) approves the terms of the Cooperation Agreement, appearing at Attachment 3, which sets out rights and obligations in respect of two-tiered pricing for community groups, activation, and transitional services.</p> <p>5. requests the Chief Executive Officer to execute the Consent Deed, Cooperation Agreement and other documentation necessary to give effect to the transfer of the land and assets.</p> <p>6. notes that the transfer of land and assets will not occur unless and until each of the following events has also occurred:</p> <p>(a) a planning permit has been issued by the Council in its capacity as Planning Authority to subdivide the relevant land;</p> <p>(b) the exact dimensions of the land have been confirmed by way of final survey; and,</p> <p>(c) the conditions precedent set out in the Consent Deed have been satisfied.</p> <p>7. authorises the Chief Executive Officer to enter negotiations with Hawthorn Football Club, to determine what, if any, future commercial arrangements may be possible by way of community activation.</p> <p>8. notes that the term Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas).</p> <p>9. requests in recognition of the City of Launceston transferring York Park to Stadiums Tasmania for the nominal consideration of \$1, that the Tasmanian Government commits to providing the City of Launceston with \$1.5 million per annum to be used only for site activation.</p>		
<p>20.1. Lease - Lilydale Bowls Club</p>	<p>That Council:</p> <p>1. pursuant to section 179 of the Local Government Act 1993 (Tas), decides to lease part of the land situated at 8 Charob Avenue Lilydale and 10–12 Charob Avenue Lilydale, (CT 150335/3 and CT 150335/12) known as the Lilydale Bowls Club as identified on the plan below:</p> <p>2. authorises the Chief Executive Officer to enter into a formal lease under the following terms:</p> <p>a. the term shall be 5 years commencing on 1 December 2024 or as determined by the Chief Executive Officer;</p> <p>b. the lease amount shall be \$340.34 per annum (as per the Lease and Licence Policy);</p> <p>c. tenant to be responsible for:</p> <p>i. energy costs;</p> <p>ii. volumetric and connection charges for water;</p> <p>iii. contents insurance; and</p> <p>iv. other service charges if any.</p> <p>d. tenant shall continuously maintain:</p>	<p>Nathan Williams (Acting General Manager Organisational Services Network)</p>	<p>Completed and implemented</p>

	<p>i. building in good and reasonable order; ii. and keep clear all noxious growth from premises; iii. hold public liability insurance of at least \$20 million. e. the exact dimensions of land to be leased and all remaining terms to be determined by the Chief Executive Officer. 3. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the lease. 4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas).</p>																																															
31 October 2024																																																
<p>17.1. Community Grants Round 1 2024-2025</p>	<p>That Council:</p> <p>1. Approves the following Community Grant Program applications to receive the recommended grant amounts:</p> <table border="1" data-bbox="539 676 1357 1334"> <thead> <tr> <th>Organisation</th> <th>Project/Activity</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Cancer Council Tasmania</td> <td>Improving Access and Awareness of Cancer Wellbeing Services*</td> <td>87%</td> </tr> <tr> <td>Rotary Club of Tamar Sunrise</td> <td>Books for Kinder</td> <td>84%</td> </tr> <tr> <td>Starting Point Neighbourhood House</td> <td>Ravenswood Connect Program**</td> <td>81%</td> </tr> <tr> <td>Mainly Music</td> <td>Launceston Salvation Army Mainly Music</td> <td>81%</td> </tr> <tr> <td>Cancer Patients Foundation</td> <td>Look Good Feel Better</td> <td>80%</td> </tr> <tr> <td>Care Flight Limited</td> <td>Increasing the Trauma Care Skills of Launceston's First Responders</td> <td>76%</td> </tr> <tr> <td>LGH Historical, Visual and Performing Arts Committee</td> <td>LGH Music Program</td> <td>75%</td> </tr> <tr> <td>STOMPIN</td> <td>Primary STOMPIN Courageous Creatures</td> <td>74%</td> </tr> <tr> <td>COTA Tasmania</td> <td>Live Well Live Long Launceston</td> <td>73%</td> </tr> <tr> <td>DadLAN Ltd.</td> <td>DadLAN</td> <td>72%</td> </tr> <tr> <td>Karinya Young Women's Service</td> <td>Fresh Start Food Program***</td> <td>70%</td> </tr> <tr> <td colspan="3">Total</td> </tr> <tr> <td colspan="3">2024-2025 Community Grant (Organisations) Budget - Round 1</td> </tr> <tr> <td colspan="3">Balance</td> </tr> </tbody> </table>	Organisation	Project/Activity	Score	Cancer Council Tasmania	Improving Access and Awareness of Cancer Wellbeing Services*	87%	Rotary Club of Tamar Sunrise	Books for Kinder	84%	Starting Point Neighbourhood House	Ravenswood Connect Program**	81%	Mainly Music	Launceston Salvation Army Mainly Music	81%	Cancer Patients Foundation	Look Good Feel Better	80%	Care Flight Limited	Increasing the Trauma Care Skills of Launceston's First Responders	76%	LGH Historical, Visual and Performing Arts Committee	LGH Music Program	75%	STOMPIN	Primary STOMPIN Courageous Creatures	74%	COTA Tasmania	Live Well Live Long Launceston	73%	DadLAN Ltd.	DadLAN	72%	Karinya Young Women's Service	Fresh Start Food Program***	70%	Total			2024-2025 Community Grant (Organisations) Budget - Round 1			Balance			<p>Chelsea van Riet (General Manager Community and Place Network)</p>	
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Able Launceston	Able Launceston Festivale & Fitness for all!	69%													
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17.4. Mobile Food Vendor Policy Review	<p>That Council:</p> <ol style="list-style-type: none"> 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: <table border="1"> <tbody> <tr> <td>630</td> <td>Food vendors (Mobile Vans) - 1 day licence (issued to vendor more than twice per annum)</td> </tr> <tr> <td>631</td> <td>Food vendors (Mobile Vans) - 6 month licence</td> </tr> <tr> <td>632</td> <td>Food vendors (Mobile Vans) - 12 month licence</td> </tr> </tbody> </table> <p>3 Endorses the Mobile Food Vendor Policy</p>	630	Food vendors (Mobile Vans) - 1 day licence (issued to vendor more than twice per annum)	631	Food vendors (Mobile Vans) - 6 month licence	632	Food vendors (Mobile Vans) - 12 month licence	Chelsea van Riet (General Manager Community and Place Network)	Completed and implemented						
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18.2. Museum Governance Advisory Board - Terms of Reference	<p>That Council:</p> <ol style="list-style-type: none"> 1. approves the Museum Governance Advisory Board (MGAB) Terms of Reference (07-ToRx-002) (ECM Doc Set Id 5145351) 	Shane Fitzgerald (General Manager Creative Arts and Cultural Services Network)	Completed												
19.1. Request to Waive Road Occupation Fee - Max Jago - SunSmart Light Show	<p>That Council:</p> <ol style="list-style-type: none"> 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. 	Shane Eberhardt (General Manager Infrastructure and Assets Network)	Completed												

<p>19.2. Flood Mitigation Strategy - Scoping Study</p>	<p>That Council:</p> <ol style="list-style-type: none"> 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. 	<p>Shane Eberhardt (General Manager Infrastructure and Assets Network)</p>	<p>To be included in the 2025.2026 draft budget.</p>
<p>19.3. Queen Victoria Jubilee Drinking Fountain Restoration Project - Non Application of Public Tender Process</p>	<p>That Council:</p> <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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. 	<p>Shane Eberhardt (General Manager Infrastructure and Assets Network)</p>	

<p>20.3. 2 Invermay Road - Limited Access Licence for Infrastructure Tasmania</p>	<p>That Council:</p> <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> 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). 	<p>Shane Eberhardt (General Manager Infrastructure and Assets Network)</p>	
<p>21.1. City Heart Place Plan</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. endorses the City Heart Place Plan (ECM Doc Set Id 5146501). 	<p>Chelsea van Riet (Acting Chief Executive Officer) and Shane Eberhardt (General Manager Infrastructure and Assets Network)</p>	

17 October 2024			
20.1. Proposed amendments to Sealed Plan 164783 - 62 Parklands Parade, Newnham	<p>That Council:</p> <ol style="list-style-type: none"> 1. pursuant to section 103(1)(a) of the Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas), proposes to amend Sealed Plan 164783 by excepting Lot 902 from the restrictions contained within paragraph 2.4 of the relevant Schedule of Easements, so that the paragraph 2.4 would then read (without italics): <p>2.4 The owner of each Lot on the Plan (except for Lots 902 and 903) covenants with the subdivider, The Grange (Launceston) Limited ACN 117 923 565 and the owner for the time being of every other Lot shown on the Plan (with the exception of Lots 902 and 903) to the intent that the burden of this covenant may run with and bind the covenantor's Lot and every part thereof and that the benefit thereof shall be annexed to and devolve with each and every part of every other Lot shown on the Plan to observe the following stipulations:</p> <p>[remainder of paragraph to remain unchanged]</p> <ol style="list-style-type: none"> 2. requests the Chief Executive Officer to give notice of the proposed amendment to all relevant people, as required by section 103(2) of the Local Government (Building and Miscellaneous Provisions Act) 1993 (Tas). 3. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas). 	Louise Foster (General Manager Organisational Services Network)	
20.2. Recording and Streaming of Meetings Policy	<p>That Council:</p> <ol style="list-style-type: none"> 1. approves 14-Pix-017 Video and Audio Streaming of Meetings Policy (ECM Doc Set Id 51354200) 	Louise Foster (General Manager Organisational Services Network)	Completed - Policy updated and Council meetings are now live streamed via YouTube: https://www.youtube.com/channel/UCicow2LcCCoiO6UlcWEGg3Q
20.4. Chief Executive Officer's Contract and Performance Review Committee Terms of Reference	<p>That Council:</p> <ol style="list-style-type: none"> 1. approves the Chief Executive Officer's Contract and Performance Review Committee Terms of Reference (14-ToR-004) (ECM Doc Set Id 5138238) <p>That Council, in respect of the Chief Executive Officer's Contract and Performance Committee, a council committee convened pursuant to section 23 of the Local Government Act 1993 (Tas), appoints Councillor A G Harris, Councillor A J Palmer and Councillor A E Dawkins as Committee members.</p>	Louise Foster (General Manager Organisational Services Network)	Completed and implemented

3 October 2024																				
19.1. Road Reserves, Parks and Public Reserves Occupation Policy (27-Plx-012)	That Council endorses the Road Reserves, Parks and Public Reserves Occupation Policy (27-Plx-012)		Shane Eberhardt (General Manager Infrastructure and Assets Network)	Completed and implemented																
19.2. Fees and Charges Amendment 2023/2024 and Associated Remission of Road Reserves, Parks and Public Reserves Occupation Fees	<p>That Council:</p> <ol style="list-style-type: none"> pursuant to section 205 of the <i>Local Government Act 1993</i> (Tas), remove fee 726 incorporating the fee calculation details, including minimum fee, into the description, update the existing fees and approve the new fees associated with Road Occupation, as detailed below for the financial year ending 30 June 2025. <table border="1"> <tr> <td></td> <td>Road, Mall, Parks or Reserve Occupation Fee will be calculated with consideration of m² rate, with a minimum fee (\$155), as well as a maximum weekly fee (\$1000) - daily pro rata if less than seven days duration</td> <td></td> <td></td> </tr> <tr> <td>NEW</td> <td>Fee associated with the occupation of road, mall, parks or reserve for the following: - charitable organisations (activities/events) - council-sponsored events - approved city activation trials - public utility providers - works on Council or government-owned buildings adjacent road, park or reserve</td> <td></td> <td>\$0.00</td> </tr> <tr> <td>727</td> <td>Occupation fee \$4.00 per m2 per week, outside the CBD</td> <td>GST Exempt</td> <td>\$4.00</td> </tr> <tr> <td>728</td> <td>Occupation fee \$5.00 per m2 per week, within the CBD</td> <td>GST Exempt</td> <td>\$5.00</td> </tr> </table> <p>All figures are exclusive of GST.</p> <ol style="list-style-type: none"> pursuant to section 207 of the <i>Local Government Act 1993</i> (Tas), approves the remission of any fees charged or paid in excess of the capped figure noted in Recommendation 1 since the introduction of 			Road, Mall, Parks or Reserve Occupation Fee will be calculated with consideration of m ² rate, with a minimum fee (\$155), as well as a maximum weekly fee (\$1000) - daily pro rata if less than seven days duration			NEW	Fee associated with the occupation of road, mall, parks or reserve for the following: - charitable organisations (activities/events) - council-sponsored events - approved city activation trials - public utility providers - works on Council or government-owned buildings adjacent road, park or reserve		\$0.00	727	Occupation fee \$4.00 per m2 per week, outside the CBD	GST Exempt	\$4.00	728	Occupation fee \$5.00 per m2 per week, within the CBD	GST Exempt	\$5.00	Shane Eberhardt (General Manager Infrastructure and Assets Network)	Completed and implemented
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	<p>the fee for the occupation of road reserves, parks and public reserves in 2023.</p> <p>3. notes that should Recommendation 2. be adopted, the total of the fees to be remitted or reimbursed is \$213,536.</p>		
<p>20.1. Lease - Migrant Resource Centre</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. pursuant to section 179 of the <i>Local Government Act 1993</i> (Tas), decides to lease part of the land situated at 148 Vermont Road, Mowbray (CT 503541/1), known as Heritage Forest Community Garden, as identified. 2. authorises the Chief Executive Officer to enter into a formal lease under the following terms: <ol style="list-style-type: none"> a. the term shall be twelve months commencing on 5 years or as determined by the Chief Executive Officer. b. the lease amount shall be \$340.34 per annum (as per the Lease and Licence Policy); c. tenant to be responsible for: <ol style="list-style-type: none"> i. energy costs; ii. volumetric and connection charges for water; iii. contents insurance; and iv. other service charges if any. d. tenant shall continuously maintain: <ol style="list-style-type: none"> i. keep clear all noxious growth from premises; ii. hold public liability insurance of at least \$20 million. e. the exact dimensions of land to be leased and all remaining terms to be determined by the Chief Executive Officer. 3. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the lease. 4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the <i>Local Government Act 1993</i> (Tas). 	<p>Louise Foster (General Manager Organisational Services Network)</p>	<p>Completed and implemented</p>

<p>20.2. Occupation Licensing Act 2005 - Nominations to be a "Licenced Person"</p>	<p>That Council:</p> <p>1. Pursuant to section 37C(8)(c) of the Occupational Licensing Act 2005, nominates the following Council Officers, who each have been appointed as Permit Authority of the Council and each holds a building services licence, to be a licensed person:</p> <p>a. Benjamin Pugh (Team Leader Compliance) b. Caitlin Zantvoort (Building Compliance Officer) c. Benjamin Ransley (Building Compliance Officer) d. Jannet Stoianou (Permit Authority Officer) e. Shannon Douglas (Administration Officer City Development) f. Emily Bessell (Team Leader Statutory Services)</p>	<p>Louise Foster (General Manager Organisational Services Network) and Chelsea van Riet (General Manager Community and Place Network)</p>	<p>Completed</p>										
<p>20.3. Launceston Central Inc. - 3 Year Agreement Review</p>	<p>That Council requests officers to engage with Launceston Central Marketing Inc with a view to negotiating the renewal of the operational agreement and memorandum of understanding, to be considered formally at a future meeting of Council, with inclusion of the following:</p> <ul style="list-style-type: none"> • a 3-year term (2025-2028), with the option of an additional 3-year extension • revision of KPIs, to include a combination of qualitative and quantitative measures, and • Any adjustments necessary to ensure the operations of the entity continue to be aligned with the key purpose 	<p>Louise Foster (General Manager Organisational Services Network)</p>	<p>Completed</p>										
<p>20.5. Code of Conduct for Councillors</p>	<p>That Council:</p> <p>1 - notes the introduction of the Local Government (Code of Conduct) Order 2024 by the Department of Premier and Cabinet; and</p> <p>2 - rescinds the City of Launceston's 14-Plx-032 Code for Conduct for Councillors (ECM Doc Set Id 3311975).</p>	<p>Louise Foster (General Manager Organisational Services Network)</p>	<p>Completed</p>										
<p>5 September 2024</p>													
<p>17.1. Child Safe Organisation Statement of Commitment</p>	<p>That Council adopts two statements to express its commitment in a way that can be understood by both adults and children. The Children's version should be used when the primary audience is children and young people.</p>	<p>Chelsea van Riet (General Manager Community and Place Network)</p>	<p>Completed and implemented</p>										
<p>17.2. Special Event Sponsorship 2024/2025</p>	<p>That Council approves the following Special Event to receive the recommended sponsorship amount from the 2024/2025 Special Event Sponsorship Budget.</p> <table border="1" data-bbox="524 1241 1355 1342"> <thead> <tr> <th>Organisation</th> <th>Event</th> <th>Score</th> <th>\$Request</th> <th>\$A</th> </tr> </thead> <tbody> <tr> <td>Touch Football Australia</td> <td>Cold Climate Classic</td> <td>78%</td> <td>\$20,000</td> <td>\$2</td> </tr> </tbody> </table> <p>* Mayor Garwood abstained from the assessment of this event.</p>	Organisation	Event	Score	\$Request	\$A	Touch Football Australia	Cold Climate Classic	78%	\$20,000	\$2	<p>Chelsea van Riet (General Manager Community and Place Network)</p>	
Organisation	Event	Score	\$Request	\$A									
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<p>17.3. Major Event Sponsorship Round 2 2024/2025</p>	<p>That Council:</p> <p>1. Approves the following major event sponsorship applications to receive the recommended sponsorship amount, from the 2024/2025 major event sponsorship budget.</p> <table border="1" data-bbox="521 384 1357 1141"> <thead> <tr> <th>Organisation</th> <th>Event</th> <th>Score*</th> <th>\$Re</th> </tr> </thead> <tbody> <tr> <td>Tennis Australia (Tennis Tasmania)</td> <td>Launceston International Tennis - (Level 2)</td> <td>78%</td> <td>\$20</td> </tr> <tr> <td>Jacqueline Anifandis</td> <td>Launceston Ukulele Jamboree (Level 1)</td> <td>78%</td> <td>\$12</td> </tr> <tr> <td>Tennis Australia (Tennis Tasmania)</td> <td>Launceston Junior ITF - Tennis (Level 2)**</td> <td>78%</td> <td>\$20</td> </tr> <tr> <td>Tasmanian Turf Club Inc.</td> <td>Ladbrokes Launceston Cup (Level 2)</td> <td>76%</td> <td>\$20</td> </tr> <tr> <td>Launceston Competitions Association</td> <td>Launceston Competitions (Level 1)**</td> <td>75%</td> <td>\$10</td> </tr> <tr> <td>Golf Australia</td> <td>2025 Men's & Women's Tasmanian Open & Inclusive Championships (Level 2)</td> <td>73%</td> <td>\$20</td> </tr> <tr> <td>IO Performance</td> <td>Launceston Summer Series (Level 1)</td> <td>72%</td> <td>\$10</td> </tr> <tr> <td>Fungi the Festival</td> <td>Fungi the Festival (Level 2)</td> <td>71%</td> <td>\$17</td> </tr> <tr> <td>Social Social Pty Ltd</td> <td>Alleyways - (Level 2)**</td> <td>70%</td> <td>\$20</td> </tr> <tr> <td>Multicultural Council of Tasmania</td> <td>Celebrating Harmony (Level 1)</td> <td>68%</td> <td>\$7,</td> </tr> <tr> <td>Assembly 197</td> <td>BEACON (Level 1)</td> <td>66%</td> <td>\$12</td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td>\$16</td> </tr> </tbody> </table> <p>2024-2025 Major Event Sponsorship Budget - Round 2</p> <p>Balance</p> <p><i>Note - there are two levels in this category. Level 1 events receive funding between \$5,001 - \$12,500. Level 2 events receive funding between \$12,500 - \$20,000. *Some scores have been rounded</i></p>	Organisation	Event	Score*	\$Re	Tennis Australia (Tennis Tasmania)	Launceston International Tennis - (Level 2)	78%	\$20	Jacqueline Anifandis	Launceston Ukulele Jamboree (Level 1)	78%	\$12	Tennis Australia (Tennis Tasmania)	Launceston Junior ITF - Tennis (Level 2)**	78%	\$20	Tasmanian Turf Club Inc.	Ladbrokes Launceston Cup (Level 2)	76%	\$20	Launceston Competitions Association	Launceston Competitions (Level 1)**	75%	\$10	Golf Australia	2025 Men's & Women's Tasmanian Open & Inclusive Championships (Level 2)	73%	\$20	IO Performance	Launceston Summer Series (Level 1)	72%	\$10	Fungi the Festival	Fungi the Festival (Level 2)	71%	\$17	Social Social Pty Ltd	Alleyways - (Level 2)**	70%	\$20	Multicultural Council of Tasmania	Celebrating Harmony (Level 1)	68%	\$7,	Assembly 197	BEACON (Level 1)	66%	\$12	TOTAL			\$16	<p>Chelsea van Riet (General Manager Community and Place Network)</p>	
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<p>17.4. Small Event Sponsorship Round 2 2024/2025</p>	<p>That Council</p> <p>1. Approves the following small event sponsorship applications to receive the recommended sponsorship amount from the 2024/2025 small event sponsorship budget.</p> <table border="1" data-bbox="539 472 1357 1305"> <thead> <tr> <th>Organisation</th> <th>Event</th> <th>Score*</th> <th>\$Request</th> </tr> </thead> <tbody> <tr> <td>Lilydale District Progress Association</td> <td>Lilydale Winter Solstice Lantern Walk</td> <td>89%</td> <td>\$2,000</td> </tr> <tr> <td><i>**Social Social Pty Ltd</i></td> <td>World Street Eats</td> <td>88%</td> <td>\$5,000</td> </tr> <tr> <td>Tasmanian Brick Enthusiasts Inc.</td> <td>Brixhibition Launceston 2025</td> <td>86%</td> <td>\$5,000</td> </tr> <tr> <td>Social Social Pty Ltd</td> <td>Friday Night Eats</td> <td>85%</td> <td>\$5,000</td> </tr> <tr> <td>Launceston Lions Sport Club Incorporated.</td> <td>Sri Lankan New Year Festival 2025</td> <td>83%</td> <td>\$5,000</td> </tr> <tr> <td><i>**Cancer Council Tasmania</i></td> <td>Relay for Life Launceston</td> <td>81%</td> <td>\$5,000</td> </tr> <tr> <td>Northern Tasmanian Croquet Centre Inc.</td> <td>Northern Tasmanian Croquet Easter Tournament</td> <td>77%</td> <td>\$1,000</td> </tr> <tr> <td>RSPCA Tasmania</td> <td>Million Paws Walk</td> <td>77%</td> <td>\$5,000</td> </tr> <tr> <td>Community of St Patricks River District (Tas) Inc.</td> <td>St Patricks River District Day</td> <td>75%</td> <td>\$5,000</td> </tr> <tr> <td>Croquet Tasmania</td> <td>2025 Golf Croquet World Team Championship</td> <td>72%</td> <td>\$4,000</td> </tr> <tr> <td>Dobson Guitar Services</td> <td>Riverbend Blues 2025</td> <td>66%</td> <td>\$5,000</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>\$47,000</td> </tr> </tbody> </table> <p><i>*Some scores have been rounded</i> <i>**Mayor Garwood abstained from the assessment of Relay for Life and World Street Eats.</i></p>	Organisation	Event	Score*	\$Request	Lilydale District Progress Association	Lilydale Winter Solstice Lantern Walk	89%	\$2,000	<i>**Social Social Pty Ltd</i>	World Street Eats	88%	\$5,000	Tasmanian Brick Enthusiasts Inc.	Brixhibition Launceston 2025	86%	\$5,000	Social Social Pty Ltd	Friday Night Eats	85%	\$5,000	Launceston Lions Sport Club Incorporated.	Sri Lankan New Year Festival 2025	83%	\$5,000	<i>**Cancer Council Tasmania</i>	Relay for Life Launceston	81%	\$5,000	Northern Tasmanian Croquet Centre Inc.	Northern Tasmanian Croquet Easter Tournament	77%	\$1,000	RSPCA Tasmania	Million Paws Walk	77%	\$5,000	Community of St Patricks River District (Tas) Inc.	St Patricks River District Day	75%	\$5,000	Croquet Tasmania	2025 Golf Croquet World Team Championship	72%	\$4,000	Dobson Guitar Services	Riverbend Blues 2025	66%	\$5,000	Total			\$47,000	<p>Chelsea van Riet (General Manager Community and Place Network)</p>	
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<p>19.1. Princess Theatre and Earl Arts Centre</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Approves the refurbishment of the Princess Theatre and Earl Art Centre for an estimated present value construction cost of up to \$30m to be undertaken from January 2026 for a period of approximately 18-24 months. 2. Advocate for Federal and State Government funding to support Councils contribution. 3. Include the projected value of the works in the Long-term Financial Plan. 4. Request the Chief Executive Officer to prepare a detailed project management plan for presentation to Council by December 2024. The plan is to include as a minimum: <ol style="list-style-type: none"> a. Detailed scope of works b. Program scheduling c. Financing and procurement strategy d. Stakeholder management plan e. Risk management plan 5. Work with Theatre North and community users of the facility to determine what support is required to ensure sustainability of the cultural sector during extended closure periods. 	<p>Shane Eberhardt (General Manager Infrastructure and Assets Network)</p>	
<p>17.1. 213-215 and 217-229 Wellington Street, Launceston - Request to Waive Planning Permit Fees</p>	<p>That Council determines to apply a 50% discount to the Development Fee for each of the three proposed separate applications for the development and use of the Launceston Private Hospital at 213-215 and 217-229 Wellington Street, Launceston. This discount does not apply to fees required for development advertising or planning scheme amendments that may also be necessary.</p>	<p>Chelsea van Riet (General Manager Community and Place Network)</p>	
<p>19.1. Albert Hall Project Update and Booking Arrangements</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. note the progress update for the Albert Hall project included in the report; 2. pursuant to section 205 of the Local Government Act 1993 (Tas), sets the fees as detailed in ECM Doc Set ID 5108860 which is Attachment 1 to this agenda item, for the financial year ending 30 June 2025; 3. authorise the Chief Executive Officer to enter into a contract with Theatre North, if required, to provide a booking service from October 2024 until an operational contract is negotiated and executed. 	<p>Shane Eberhardt (General Manager Infrastructure and Assets Network)</p>	

<p>20.1. Fees and Charges 2024/2025</p>	<p>That Council, pursuant to section 2015 of the <i>Local Government Act 1993</i> (Tas), approves the below fees which will change the previously adopted Fees and Charges for 2024/2025 as listed below:</p> <table border="1" data-bbox="524 331 1348 762"> <thead> <tr> <th>Line No.</th> <th>Fee Name</th> </tr> </thead> <tbody> <tr> <td></td> <td>COMMUNITY AND PLACE</td> </tr> <tr> <td></td> <td>Car Parks</td> </tr> <tr> <td>New</td> <td>Paterson Street East Overnight Parking Fee</td> </tr> <tr> <td>New</td> <td>Paterson Street West Overnight Parking Fee</td> </tr> <tr> <td>New</td> <td>Multi Story Carpark After Hours Let Out Fee</td> </tr> <tr> <td></td> <td>COMMUNITY AND PLACE</td> </tr> <tr> <td></td> <td>Launceston Aquatic</td> </tr> <tr> <td>332</td> <td>Complete Health and Fitness Single Visit</td> </tr> <tr> <td>409</td> <td>Complete Health & Fitness 10 Visit Pass</td> </tr> <tr> <td>410</td> <td>Complete Health & Fitness 10 Visit Pass Concession</td> </tr> </tbody> </table>	Line No.	Fee Name		COMMUNITY AND PLACE		Car Parks	New	Paterson Street East Overnight Parking Fee	New	Paterson Street West Overnight Parking Fee	New	Multi Story Carpark After Hours Let Out Fee		COMMUNITY AND PLACE		Launceston Aquatic	332	Complete Health and Fitness Single Visit	409	Complete Health & Fitness 10 Visit Pass	410	Complete Health & Fitness 10 Visit Pass Concession	<p>Chelsea van Riet (General Manager Community and Place)</p>	
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410	Complete Health & Fitness 10 Visit Pass Concession																								
<p>8 August 2024</p>																									
<p>17.1. - Non Application of Public Tender Process for the St Leonards Structure Plan and Infrastructure Funding Framework</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1 pursuant to regulation 27(i) of the <i>Local Government (General) Regulations 2015</i>, resolves by absolute majority that the public tender process will not be applied to the procurement of a consultant to deliver contract CD024/2024 St Leonards Structure Plan and Infrastructure Funding Framework because of extenuating circumstances, being that - <ol style="list-style-type: none"> a) the constraints of the grant deed require the project to be completed within a 12-month timeframe; and b) a public tender process may take up to 20% of the time available, therefore compromising the timelines required to complete the project on time. 2 accepts the tender submitted by Mesh Livable Communities Pty Ltd for the St Leonards Structure Plan and Infrastructure Funding Framework under Contract No. CD027/2024 at a cost of \$514,450 excluding GST. 	<p>Matt Morgan (Team Leader Procurement)</p>	<p>Completed and implemented</p>																						
<p>20.1. - Use of Coat of Arms</p>	<p>That Council, pursuant to section 336 of the <i>Local Government Act 1993</i> (Tas), approves the use of the City of Launceston's Coat of Arms by the Historical Aircraft Restoration Society (HARS) for a restoration project of a Qantas Boeing 707.</p>	<p>Elizabeth Clark (Civic Affairs Officer)</p>	<p>Completed</p>																						

<p>20.2. - Section 75CA Agreement for Protrusions over a Footpath at 15 Quadrant, Launceston</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. declares, pursuant to section 75CA of the <i>Conveyancing and Law of Property Act 1884</i> (Tas), that the protrusions currently extending from the building façade at 15 Quadrant Mall, Launceston, located more than 2.4m above the mall (the protrusions), as indicated at Attachment 1 (part of ECM Doc Set ID 5033164), may remain so long as the building remains. 2. requests the Chief Executive Officer to do all things and exercise all functions and/or powers necessary to execute and affix Council's seal to a Deed declaring that the protrusions may remain so long as the building remains. 3. makes Recommendations 1. and 2. conditional upon the owner of 15 Quadrant Mall, Launceston paying any costs associated with preparing the relevant Deed and registering it with the Recorder of Titles. 4. notes, for the avoidance of doubt Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the <i>Local Government Act 1993</i> (Tas). 	<p>Michelle Grey (Properties and Legal Officer)</p>	<p>Completed</p>
<p>20.3. Section 75CA Agreement for Protrusions over a Footpath at 17 Paterson Street, Launceston</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. decides, pursuant to section 75CA of the <i>Conveyancing and Law of Property Act 1884</i>, that the protrusion currently extending from the building façade at 17 Paterson Street, Launceston, located more than 2.4m above the footpath (the protrusion), as identified at Attachment 1 (Doc Set ID 5084705) and Attachment 2 (Doc Set ID 5084716), may remain so long as the building remains. 2. requests the Chief Executive Officer to do all things and exercise all functions and/or powers necessary to execute and affix Council's seal to a Deed declaring that the protrusion may remain so long as the building remains. 3. makes Recommendations 1. and 2. conditional upon the owner of 17 Paterson Street, Launceston paying any costs associated with preparing the relevant Deed and registering it with the Recorder of Titles. 4. notes, for the avoidance of doubt Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the <i>Local Government Act 1993</i> (Tas). 	<p>Michelle Grey (Properties and Legal Officer)</p>	<p>Completed</p>
<p>20.4. Launceston Central - Funding Variation 2024/2025</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. notes the previous decision of Council made on 16 June 2022, Agenda Item 15.6 Cityprom Reform - Central Launceston Marketing Inc. - Operational Agreement (ECM Doc Set ID 4735743) agreeing 	<p>Sarah McRobbie (Manager Innovation and Performance)</p>	

	<p>to fund \$563,862 exclusive of GST per annum to Central Launceston Marketing Inc. for the provision of services;</p> <p>2. notes that Central Launceston Marketing Inc. is now known as Launceston Central; and</p> <p>3. approves an additional 4.5 % increase to the funding contribution to Launceston Central under the Launceston Central Operational Agreement for the financial year 2024/2025, noting that the operational agreement is for a three-year term and this proposed increase is for the final year of this agreement.</p>		
25 July 2024			
17.1 Customer Service Charter 2024	That Council endorses the revised Customer Service Charter . . .		Completed
19.1 Princess Theatre - Conservation Management Plan - Endorsement	That Council endorses the Princess Theatre Conservation Management Plan - July 2023. (ECM Doc Set ID 5096263).		Completed
20.2 Northern Tasmania Netball Association	<p>That Council</p> <p>1. pursuant to section 179 of the <i>Local Government Act 1993</i> (Tas), determines to lease land at 29-31 Hoblers Bridge Road, being The Fred White Centre, and part of Hoblers Bridge Sports Centre, as shown in blue in the plan below.</p> <p>2. requires that the lease of Part of 29-31 Hoblers Bridge Road is to be on the following basis:</p> <p>a) the lessee is to be Northern Tasmania Netball Association Inc;</p> <p>b) the lease it to commence on 01 July 2024 until 30 April 2028;</p> <p>c) the commencing rent to be \$340.34, reviewed annually;</p> <p>d) the lessee is to be responsible for all outgoings including energy, water usage and service charges, security monitoring, and cleaning and operational maintenance;</p> <p>e) the lessee is to:</p> <p>(i) keep the building clean and in good order;</p> <p>(ii) maintain the grounds of the property;</p> <p>(iii) hold public liability insurance with at least \$20,000,000 cover;</p> <p>mm) the Council is to be responsible for structural maintenance.</p> <p>nn) requests the Chief Executive Officer to:</p> <p>a) determine the exact dimensions of the land to be leased and all remaining terms and conditions;</p> <p>b) exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease.</p> <p>i. notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the <i>Local Government Act 1993</i> (Tas).</p>		Completed and implemented

<p>20.3 Lease - South Launceston Football Club</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. pursuant to section 179 of the <i>Local Government Act 1993</i>, determines to lease part of 21 Highgate Street, Youngtown, as identified in the plan below. 2. requires that the lease of Part of 21 Highgate Street, Youngtown, is to be on the following basis: <ol style="list-style-type: none"> a) the lessee is to be South Launceston Football Club; b) the lease is to commence on or as soon as possible after 1 July 2024 for a period of five years; c) the commencing rent is to be \$340.34, reviewed annually; d) the lessee is to be responsible for all outgoings including energy, water usage and service charges, security monitoring, and cleaning and operational maintenance; e) the lessee is to: <ol style="list-style-type: none"> i. keep the building clean and in good order; ii. maintain the grounds of the property; iii. hold public liability insurance with at least \$20,000,000 cover; mm) the Council is to be responsible for structural maintenance. 3. requests the Chief Executive Officer to: <ol style="list-style-type: none"> (a) determine the exact dimensions of the land to be leased and all remaining terms and conditions; (b) exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease. 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 <i>Local Government Act 1993</i> (Tas). 		<p>Completed and implemented</p>
<p>11 July 2024</p>			
<p>15.1 QVMAG Strategic Plan 2023-2028</p>	<p>That Council endorses the draft Queen Victoria Museum and Art Gallery (QVMAG) Strategic Plan 2023-2028 (ECM Document Set ID 5092965).</p>		<p>Completed and implemented</p>
<p>16.1 Lease - Lebrina Equestrian Club Inc.</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. pursuant to section 179 of the Local Government Act 1993 (Tas), decides to lease part of the land situated at 905 Golconda Road, Lebrina (CT210903/1), known as the Lebrina Recreation Ground to the Lebrina Equestrian Club Inc., as identified on the plan below: (Image removed) 2. requires that the lease is on the following basis: <ol style="list-style-type: none"> (a) the lessee is to be The Lebrina Equestrian Club Inc.; (b) the lease it to commence on or as soon as possible after 1 October 2024 for a period of five years; (c) the commencing rent is to be \$340.34, reviewed annually; (d) the lessee is to be responsible for all outgoings including energy, water usage and service charges, security monitoring, and cleaning and operational maintenance; (e) the lessee is to: 		<p>Completed and implemented</p>

	<p>(i) keep the building clean and in good order; (ii) maintain the grounds of the property; (iii) hold public liability insurance with at least \$20,000,000 cover; (f) the Council is to be responsible for structural maintenance; 3. requests the Chief Executive Officer to: (a) determine the exact dimensions of the land to be leased and all remaining terms and conditions; (b) exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; 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).</p>		
<p>16.2 Disposal of Interest in Land - 16-30 Waverley Road, Waverley</p>	<p>That Council: 1. (a) decides, by absolute majority pursuant to section 177 of the Local Government Act 1993 (Tas) to dispose of an interest in land by agreeing to cancel the existing easements over Certificate of Title Volume 179043 Folio 2 as shown in the plan below; and (b) decides, pursuant to sections 175 of the Local Government Act 1993 (Tas) to acquire easements to contain stormwater and drainage infrastructure as shown in the plan below. 2. makes Recommendation 1 subject to the owner of 16-30 Waverley Road, Waverley paying the following costs: a. \$3,152 (plus GST) for Council's fee for a disposal of an interest in Council land; b. \$800 (plus GST) for the cost of obtaining the valuation; c. \$1 for the easement if demanded; and d. all associated costs with Land Titles Office registration. 3. notes the valuation advice at Attachment 1 (ECM Doc Set ID No. 5088282) 4. permits the Chief Executive Officer to do all things and exercise all functions and/or powers necessary to cause the easements to be amended in accordance with these Recommendations. 5. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas).</p>		

27 June 2024															
13.1 New Year's Eve Event Sponsorship 2024 - 2026	<p>That Council:</p> <p>1. pursuant to the Events Sponsorship Policy 05-PI-012 -</p> <p>a. notes that the Launceston BeerFest New Year's Eve event has been identified as a Major Signature Event; and</p> <p>b. approves the application by BeerFest No 1 Pty Ltd to receive sponsorship recommended below for the Launceston BeerFest New Year's Eve event:</p> <table border="1" data-bbox="555 485 1312 699"> <thead> <tr> <th>Financial year</th> <th>Recommended sponsorship</th> </tr> </thead> <tbody> <tr> <td>2024/2025</td> <td>\$46,000</td> </tr> <tr> <td>2025/2026</td> <td>\$46,000</td> </tr> <tr> <td>2026/2027</td> <td>\$46,000</td> </tr> <tr> <td>Total</td> <td>\$138,000</td> </tr> </tbody> </table> <p>2. notes that the amounts listed at Recommendation 1 will be included in budget estimates for 2024/2025, 2025/2026 and 2026/2027 which are yet to be adopted by the Council.</p>	Financial year	Recommended sponsorship	2024/2025	\$46,000	2025/2026	\$46,000	2026/2027	\$46,000	Total	\$138,000	Chelsea van Riet (General Manager Community and Place)			
Financial year	Recommended sponsorship														
2024/2025	\$46,000														
2025/2026	\$46,000														
2026/2027	\$46,000														
Total	\$138,000														
13.2 Major Event Sponsorship Round 1 2024/2025	<p>Motion 1</p> <p>That Council:</p> <p>Approves the following major event sponsorship application to receive the recommended sponsorship amount from the 2024/2025 major event sponsorship budget.</p> <table border="1" data-bbox="537 954 1355 1142"> <thead> <tr> <th>Organisation</th> <th>Event</th> <th>Level assessed #</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Launceston Carols by Candlelight INC</td> <td>Launceston Carols by Candlelight **</td> <td>Level 2</td> <td>76%</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Organisation	Event	Level assessed #	Score	Launceston Carols by Candlelight INC	Launceston Carols by Candlelight **	Level 2	76%	Total					
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Launceston Carols by Candlelight INC	Launceston Carols by Candlelight **	Level 2	76%												
Total															
13.2 Major Event Sponsorship Round 1 2024/2025	<p>Motion 2</p> <p>That Council:</p> <p>Approves the following major event sponsorship application to receive the recommended Sponsorship amount from the 2024/2025 major event sponsorship budget.</p> <table border="1" data-bbox="537 1286 1355 1426"> <thead> <tr> <th>Organisation</th> <th>Event</th> <th>Level assessed #</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Launceston</td> <td>Wizard of Oz</td> <td>Level 1</td> <td>76%</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Organisation	Event	Level assessed #	Score	Launceston	Wizard of Oz	Level 1	76%	Total					
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Total															

<p>13.2 Major Event Sponsorship Round 1 2024/2025</p>	<p>Motion 3 That Council: Determines the following major event sponsorship application will not be funded by Council as the available funding has been fully allocated to higher scoring applications.</p> <table border="1" data-bbox="533 359 1355 502"> <thead> <tr> <th>Organisation</th> <th>Event</th> <th>Level assessed#</th> <th>\$</th> </tr> </thead> <tbody> <tr> <td>Rotary Club of Central Launceston</td> <td>Sally's Ride 2024</td> <td>Level 1</td> <td>50</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Organisation	Event	Level assessed#	\$	Rotary Club of Central Launceston	Sally's Ride 2024	Level 1	50	Total																																					
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<p>13.2 Major Event Sponsorship Round 1 2024/2025</p>	<p>Motion 4 That Council: 1. Approves the following major event sponsorship applications to receive the recommended sponsorship amount from the 2024/2025 major event sponsorship budget.</p> <table border="1" data-bbox="533 671 1355 1077"> <thead> <tr> <th>Organisation</th> <th>Event</th> <th>Level assessed#</th> <th>\$</th> </tr> </thead> <tbody> <tr> <td>Tasmanian Agrifood Networks Ltd</td> <td>agriCULTURED</td> <td>Level 2</td> <td>80</td> </tr> <tr> <td>Lions Club City of Launceston</td> <td>Lions Club City of Launceston Christmas Parade</td> <td>Level 1</td> <td>80</td> </tr> <tr> <td>AusCycling</td> <td>Tour of Tasmania</td> <td>Level 1</td> <td>74</td> </tr> <tr> <td>Launceston City Cycling Club Inc</td> <td>Launceston Christmas Cycling Classic</td> <td>Level 1*</td> <td>71</td> </tr> <tr> <td>Trevallyn Bowls & Community Club</td> <td>Launceston International Bowls Classic***</td> <td>Level 2</td> <td>69</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>2. Determines the following major event sponsorship applications will not be funded by Council as the available funding has been fully allocated to higher scoring applications.</p> <table border="1" data-bbox="533 1189 1355 1415"> <thead> <tr> <th>Organisation</th> <th>Event</th> <th>Level assessed#</th> <th>\$</th> </tr> </thead> <tbody> <tr> <td>Joseph Chromy Wines</td> <td>Effervescence Tasmania 2024</td> <td>Level 1*</td> <td>68</td> </tr> <tr> <td>Community Peace Network Pty Ltd</td> <td>2024 Tamar Valley Peace Festival **</td> <td>Level 1</td> <td>66</td> </tr> <tr> <td>Veteran Car Club of Australia (Tasmania) Inc</td> <td>National Veteran Vehicle Tour</td> <td>Level 1</td> <td>66</td> </tr> </tbody> </table>	Organisation	Event	Level assessed#	\$	Tasmanian Agrifood Networks Ltd	agriCULTURED	Level 2	80	Lions Club City of Launceston	Lions Club City of Launceston Christmas Parade	Level 1	80	AusCycling	Tour of Tasmania	Level 1	74	Launceston City Cycling Club Inc	Launceston Christmas Cycling Classic	Level 1*	71	Trevallyn Bowls & Community Club	Launceston International Bowls Classic***	Level 2	69	Total				Organisation	Event	Level assessed#	\$	Joseph Chromy Wines	Effervescence Tasmania 2024	Level 1*	68	Community Peace Network Pty Ltd	2024 Tamar Valley Peace Festival **	Level 1	66	Veteran Car Club of Australia (Tasmania) Inc	National Veteran Vehicle Tour	Level 1	66		
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	The ReDress Hub	ReDressed: ReFashion Competition and Show	Level 1	60		
	Total					
13.3 Small Event Sponsorship Round 1 2024/2025	<p>Motion 1 That Council: Approves the following small event sponsorship application to receive the recommended sponsorship amount from the 2024/2025 small event sponsorship budget.</p>					
	Organisation	Event	Score			
	*Launceston Festival of Dance Inc	Launceston Festival of Dance	78%			
	Total					
<p>Motion 2 That Council: Approves the following small event sponsorship application to receive the recommended sponsorship amount from the 2024/2025 small event sponsorship budget.</p>		Organisation	Event	Score	\$Requ	
	Cancer Council Tasmania	Women's 5km Walk/Run	81%		\$5,000	
	Total				\$5,000	
<p>Motion 3 That Council: Approves the following small event sponsorship application to receive the recommended sponsorship amount from the 2024/2025 small event sponsorship budget.</p>		Organisation	Event	Score	\$Requ	
	The Launceston Players Society Inc.	The Curious Incident of the Dog in the Night-Time	71%		\$5,000	
	Total				\$5,000	
<p>Motion 4 That Council: 1. Approves the following small event sponsorship applications to receive the recommended sponsorship amount from the 2024/2025 small event sponsorship budget.</p>		Organisation	Event	Score	\$Requ	
	Bus Stop Films	Bus Stop Films 2024 Launceston Showcase	83%		\$5,000	
	Alive After 5	Alive After 5	73%		\$5,000	

	<table border="1"> <tbody> <tr> <td>Three River Theatre</td> <td>End Game</td> <td>73%</td> <td>\$5,000</td> </tr> <tr> <td>Tasmanian Poetry Festival Inc</td> <td>Tasmanian Poetry Festival</td> <td>70%</td> <td>\$5,000</td> </tr> <tr> <td>St Cecilia Productions Tasmania Inc</td> <td>St Cecilia Performance Challenge 2024</td> <td>70%</td> <td>\$5,000</td> </tr> <tr> <td>Kentish Regional Clinic - CORES</td> <td>LGBTIQA+ Forums</td> <td>69%</td> <td>\$4,260</td> </tr> <tr> <td>DARE Collective</td> <td>Puffs Or Seven Increasingly Eventful Years at a Certain School of Magic</td> <td>68%</td> <td>\$5,000</td> </tr> <tr> <td>Launceston PCYC</td> <td>End of Year Kids Celebration – PCYC**</td> <td>62%</td> <td>\$5,000</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>\$39,260</td> </tr> </tbody> </table> <p>2. Determines the following small event sponsorship application will not be funded by Council as the applicant has withdrawn their application.</p> <table border="1"> <thead> <tr> <th>Organisation</th> <th>Event</th> <th>Score</th> <th>\$Requested</th> </tr> </thead> <tbody> <tr> <td>Tasmanian Fashion Festival Inc</td> <td>Tasmanian Fashion Festival</td> <td>66%</td> <td>\$5,000</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>\$5,000</td> </tr> </tbody> </table>	Three River Theatre	End Game	73%	\$5,000	Tasmanian Poetry Festival Inc	Tasmanian Poetry Festival	70%	\$5,000	St Cecilia Productions Tasmania Inc	St Cecilia Performance Challenge 2024	70%	\$5,000	Kentish Regional Clinic - CORES	LGBTIQA+ Forums	69%	\$4,260	DARE Collective	Puffs Or Seven Increasingly Eventful Years at a Certain School of Magic	68%	\$5,000	Launceston PCYC	End of Year Kids Celebration – PCYC**	62%	\$5,000	Total			\$39,260	Organisation	Event	Score	\$Requested	Tasmanian Fashion Festival Inc	Tasmanian Fashion Festival	66%	\$5,000	Total			\$5,000		
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13.4 Community Grants Round 2 2023/2024	<p>Motion 1 That Council: Determines the following community grant application will not be funded by the council as the applications received were deemed ineligible by the assessment panel.</p> <table border="1"> <thead> <tr> <th>Organisation</th> <th>Project/Activity</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>Three River Theatre Inc</td> <td>The Laramie Project</td> <td>0%</td> </tr> <tr> <td>Total</td> <td></td> <td></td> </tr> </tbody> </table> <p>Motion 2 That Council: 1. Approves the following organisations' applications to receive the recommended grant amounts:</p> <table border="1"> <thead> <tr> <th>Organisation</th> <th>Project/Activity</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>GroWaverley</td> <td>Growing our Neighbourhood impact</td> <td>86%</td> </tr> </tbody> </table>	Organisation	Project/Activity	Score	Three River Theatre Inc	The Laramie Project	0%	Total			Organisation	Project/Activity	Score	GroWaverley	Growing our Neighbourhood impact	86%																											
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15.2. Rates and Charges Policy (23-Plx-010)	That Council, pursuant to section 86B of the Local Government Act 1993 (Tas), adopts the revised Rates and Charges Policy (23-Plx-010)	Nathan Williams (Chief Financial Officer)	Completed and updated																																				
13 June 2024																																							
16.1. Homelessness Statement of Commitment	That Council endorse the Homelessness Statement of Commitment included as attachment 1 to this report (ECM Doc Set ID 5023626).	Chelsea van Riet (General Manager Community and Place)	Completed and implemented																																				
19.1. Lease - Tamar Yacht Club	That Council, by absolute majority: 1. Resolves to lease public land situated at 11 Park Street and part of Kings Park, 88-96 Paterson Street, Launceston (Folios 49784/1, 49745/2 and part of 159106/1) adjacent to Royal Park, to the Tamar Yacht Club	Michelle Grey (Properties and Legal Officer)	Completed and implemented																																				

	<p>Incorporated in accordance with subsection 179 of the <i>Local Government Act 1993</i> (Tas) as indicated on the plan below.</p> <p>2. authorises the Chief Executive Officer to enter into a formal lease under the following terms:</p> <ul style="list-style-type: none"> • the term shall be five years commencing 1 July 2024 or as determined by the Chief Executive Officer. • the lease amount shall be \$8,000.00 plus GST per annum for the first year; • tenant to be responsible for: <ul style="list-style-type: none"> - energy costs; - volumetric and connection charges for water; and - other service charges if any. • tenant shall continuously maintain: <ul style="list-style-type: none"> - the property in good and reasonable order; - and keep clear all noxious growth from premises; - hold public liability insurance of at least \$20 million. • the exact dimensions of land to be leased and all remaining terms to be determined by the Chief Executive Officer. • Tenant to comply with the <i>Environmental Guidelines for Boat Repair and Maintenance</i>, EPA 2024 <p>3. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the lease.</p> <p>4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the <i>Local Government Act 1993</i> (Tas). That the Motion, as per the Recommendation to Council, be adopted.</p>		
2 May 2024			
13.1. Lease - East Launceston Croquet Club	<p>That Council by absolute majority, pursuant to section 179 of the <i>Local Government Act 1993</i> (Tas):</p> <p>1. agrees to lease an area of land situated at 22-28 Adelaide Street, East Launceston (part of C/T 246404/1) to the East Launceston Croquet Club Inc. as marked on the plan below, for the purposes of community recreation.</p> <p>2. authorises the Chief Executive Officer to enter into a formal lease under the following terms:</p>	Michelle Grey (Properties and Legal Officer)	Completed and implemented

	<ul style="list-style-type: none"> • the term shall be five (5) years commencing 1 May 2024 or as determined by the Chief Executive Officer. • the lease amount for the first year shall be \$323.96 per annum (as per the Lease and Licence Policy); • tenant to be responsible for: <ul style="list-style-type: none"> – energy costs; – volumetric and connection charges for water; – contents insurance; and – other service charges if any. • tenant shall continuously maintain: <ul style="list-style-type: none"> – building in good and reasonable order; – and keep clear all noxious growth from premises; – hold public liability insurance of at least \$20 million. • the exact dimensions of land to be leased and all remaining terms to be determined by the Chief Executive Officer. <p>3. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the lease.</p> <p>4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the <i>Local Government Act 1993</i> (Tas).</p>		
<p>14.1. Cataract Gorge Chairlift Renewal Request</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Provides in principle support for the renewal of the Gorge Chairlift and welcomes the proponents to work with the Council to obtain: <ol style="list-style-type: none"> a. Disposal of an interest in land under section 178 of the <i>Local Government Act 1993</i>. b. A new licence or easement for operation of the site. c. Provision of consent under section 52(1B)(b) of the <i>Land Use Planning and Approval Act 1993</i> to lodge a development application on Council managed land. 2. Notes the land owner consent, disposal of an interest in land and licence all require separate decisions of Council. 	<p>Acting Chief Executive Officer Shane Eberhardt</p>	
<p>4 April 2024</p>			
<p>15.1. Lease - Punchbowl Community Garden</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. by absolute majority, in accordance with section 179 of the <i>Local Government Act 1993</i>, agrees to lease an area of land situated at Punchbowl Reserve (part of PID 2784822), shown in blue below to the Punchbowl Garden Group Inc. for the purposes of a community access garden. 	<p>Michelle Grey (Properties and Legal Officer)</p>	<p>Completed and implemented</p>

	<p>2. authorises the Chief Executive Officer to enter into a formal lease under the following terms:</p> <ul style="list-style-type: none"> a) the term shall be five years commencing on 1 April 2024; b) the commencing rent shall be \$323.96 per annum based on 182 fee units; c) tenant to be responsible for all outgoing costs such as: <ul style="list-style-type: none"> i. energy costs; ii. volumetric usage and service charges for water; iii. fire service checks; iv. security monitoring fees; and v. all other service fees and charges associated with maintenance of the building. <ul style="list-style-type: none"> a) tenant shall continuously maintain: <ul style="list-style-type: none"> i. contents insurance ii. public liability insurance of at least \$20 million. b) the exact dimensions of land to be leased and all remaining terms to be determined by the Chief Executive Officer. c) recognising that the space and infrastructure is shared with City of Launceston operations, clear expectations be established for how the Council and Punchbowl Garden Group Inc. work together. <p>2. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the lease.</p> <p>3. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the <i>Local Government Act 1993</i> (Tas).</p>		
<p>15.2. Next steps in expression of interest process - 56 Frederick Street, Launceston</p>	<p>That Council:</p> <ul style="list-style-type: none"> 1. Endorses the proposal submitted by the Launceston History Centre Inc. as its preferred proposal for the future use of 56 Frederick Street, Launceston; 2. Authorises the Chief Executive Officer to work with the Launceston History Centre Inc. to progress a lease in alignment with the Council's Lease and Licence Policy 19-Plx-002 for managing the ongoing use of 56 Frederick Street, Launceston; and 3. Notes that the Council will be asked to formally consider granting the lease with appropriate terms at a future meeting of the Council. 	<p>Leanne Purchase (Manager Governance)</p>	
<p>21 March 2024</p>			
<p>15.1. Transfer of York Park to Stadiums Tasmania</p>	<p>That Council:</p>	<p>Michael Stretton (Chief Executive Officer)</p>	

	<p>1. notes the intention that it formed on 15 December 2022 to transfer York Park and associated land and assets at 2 Invermay Road, Invermay to Stadiums Tasmania for nominal consideration.</p> <p>2. considers each of the three objections appearing at Attachments 1, 2 and 3, received as part of the public advertising process commencing on 18 November 2023, noting the officer response to each of the three objections as documented as part of the report to this agenda item.</p> <p>3. by absolute majority, pursuant to section 178 of the Local Government Act 1993, approves the transfer of York Park and associated land and assets at 2 Invermay Road, Invermay to Stadiums Tasmania for nominal consideration, with the dimensions of that land being set out at Attachment 4 and the following plan. (Image removed)</p> <p>4. notes that the transfer of the land pursuant to these Recommendations, will not occur until each of the following events has occurred: a) where an appeal is made by an objector to the Tasmanian Civil and Administrative Appeals Tribunal, the determination of such appeal; and, b) a planning permit has been issued by the Council in its capacity as Planning Authority to subdivide the relevant land; and, c) the exact dimensions of the land have been confirmed by way of final survey.</p> <p>5. requests the Chief Executive Officer to determine the exact dimensions and parameters of the land and assets to be transferred and to exercise Council's powers in respect of the Local Government Act 1993 and the Stadiums Tasmania Act 2022 in order to facilitate the transfer to Stadiums Tasmania.</p> <p>6. Requests the Chief Executive Officer to negotiate a term sheet with Stadiums Tasmania which is consistent with the letter of intent received on 2 February 2024 and attached to this report (ECM Doc Set ID 5020948), which will require a further specific decision of the Council.</p> <p>7. notes that the term Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993.</p>		
<p>15.4. Non-Application of Public Tender Process</p>	<p>That Council:</p> <p>1. notes the City of Launceston has entered into an agreement with ESRI Australia Pty Ltd, to renew the ESRI Local Government Enterprise Agreement for the provision of ESRI ArcGIS software 2022-2024.</p> <p>2. pursuant to section 27(iii) of the Local Government (General) Regulations 2015 resolves by an absolute majority that the public tender process was not applied to the procurement of ESRI ArcGIS software for the following reasons:</p> <p>(i) the procurement relates to the continuation of an existing service which the City of Launceston has sourced from ESRI Australia Pty Ltd since 1999.</p> <p>(ii) the ESRI ArcGIS software underpins many services delivered daily by the</p>	<p>Cameron Smith (Smart City Project Officer)</p>	<p>Completed and implemented</p>

	<p>City of Launceston, including property, mapping, location and planning services.</p> <p>(iii) the City of Launceston has invested significantly in the development of business processes and in the customisation of linked software including integration within the corporate applications suite.</p> <p>(iv) the City of Launceston officers regard the ESRI ArcGIS software as fit-for purpose and are of the view that the acquisition of alternative software will incur significant additional expenditure in the development of business processes and the customisation of linked software without commensurate improvement to efficiency and effectiveness.</p> <p>3. notes that if Recommendation 2 is resolved in the affirmative, the transaction will be reported in the City of Launceston 2023/2024 Annual Report to comply with regulation 29(2) of the Local Government (General) Regulations 2015, specifically in relation to the non-application of the public tender process for the procurement of ESRI ArcGIS software</p>		
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16.2. Memorandum of Understanding - AFL and AFLW in Launceston	That Council endorses the Memorandum of Understanding with the State Government for AFL and AFLW in Launceston (ECM Doc Set ID 4979719) with the addition of the words at least before four of its matches (Clause 2.3 - page 2 of Draft Deed).	Michael Stretton (Chief Executive Officer)	
13.5. Tender Review Committee Meeting - 19 October 2023	That Council notes the decision of the Tender Review Committee to accept the tenders submitted by: 1. Superheat for the Launceston Leisure and Aquatic Centre Air Handling Upgrade, Contract No. CD.009/2023 at a cost of \$553,662.00 (exclusive of GST); 2. Crossroads Civil Contracting Pty Ltd for Reid Street (Janet Street to Ernest Street) Road Asset Upgrade, Contract No. CD.039/2023 for \$189,271.84 (exclusive of GST); and 3. Command51 for the Launceston Aquatic Centre Cleaning Services, Contract No. CD.025/2023 at a cost of \$194,881.36 (exclusive of GST).	Louise Foster (Organisational Services Network)	Completed and implemented
15.1. Petition Response - Riverdale Grove, Newstead - Parking Restrictions 5 October 2023	That the Council's Officers meet with and request Scotch Oakburn College to develop methods to ensure that students park within the provided on-ground school parking where possible.	Nick Browne (Manager Infrastructure and Engineering)	
13.2. Tender Review Committee Meeting - 21 September 2023	That Council notes the decision of the Tender Review Committee to accept the tender submitted by Crossroads Civil Contracting Pty Ltd, for Brooklyn Road (Alma Street to Number 34) Pavement Rehabilitation, Contract No: CD.033/2023 at a cost of \$331,599.57 (exclusive of GST).	Louise Foster (Organisational Services Network)	Completed and implemented
14.1. Disposal of Interest in Land - Easement at 26 Beverley Hills Road, Newstead	That Council: 1. notes the valuation advice of LG Valuation Services Pty Ltd relating to the relevant easements (ECM Document Set ID 4952651, Attachment 1). 2. decides, by absolute majority pursuant to section 177 of the Local Government Act 1993 (Tas), to dispose of an interest in land by reducing the width of a Council easement existing over Certificate of Title 40967/17 from 8.52m wide to 4m wide. (Image removed) 3. makes Recommendation 2 subject to the owner of 26 Beverley Hills Road, Newstead paying the following costs: (a) \$3,152 (plus GST) for Council's fee for a disposal of an interest in Council land; (b) \$720 (plus GST) for the cost of obtaining a valuation; (c) \$1 for the easement if demanded; and (d) all associated costs with land titles office registration. 4 permits the Chief Executive Officer to do all things and exercise all functions and/or powers necessary to cause the easement to be amended in accordance with these recommendations. 5. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas).	Leanne Purchase (Organisational Services Network)	

<p>14.2. Section 75CA Agreement for Protrusions over a Footpath at 59-61 Frederick Street, Launceston</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. decides, pursuant to Section 75CA of the Conveyancing and Law of Property Act 1884 (Tas), that the protrusions currently extending from the building façade at 59-61 Frederick Street, Launceston, located more than 2.4m above the footpath (the protrusions), and not extending over the footpath by more than 11cm, may remain so long as the building remains. (Image removed) 2. requests the Chief Executive Officer to do all things and exercise all functions and/or powers necessary to execute a deed declaring that the protrusions may remain so long as the building remains. 3. makes Recommendations 1 and 2 conditional upon the owner of 59-61 Frederick Street, Launceston paying any costs associated with preparing the relevant deed and registering the deed in the Registry of Deeds or with the office of the Recorder of Titles. 4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by the Council pursuant to section 61 of the Local Government Act 1993 (Tas) 	<p>Leanne Purchase (Organisational Services Network)</p>	
<p>15.2. Tender Review Committee Meeting - 7 September 2023</p>	<p>That Council notes the decision of the Tender Review Committee to accept the tender submitted by Stabilised Pavements of Australia Pty Ltd for Emita Parade - Pavement Rehabilitation, Contract Number CD.030/2023 at a cost of \$189,980.47 (exclusive of GST).</p>	<p>Leanne Purchase (Organisational Services Network)</p>	<p>Completed and implemented</p>
<p>17.1. Lease - 38-40 Doaks Road, Lilydale</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. by absolute majority, in accordance with section 179 of the Local Government Act 1993 (Tas), agrees to lease part of 38-40 Doaks Road, Lilydale (CT49467/1) known as the Lilydale Recreation Ground to the Lilydale Football Club Inc. as indicated by red hatch on the plan below, for the purposes of a community recreational area: (Image removed) 2. authorises the Chief Executive Officer to enter into a formal lease under the following terms: <ol style="list-style-type: none"> (a) the term shall be five years commencing on 1 June 2023; (b) the commencing rent shall be \$323.96 per annum based on 182 fee units; (c) tenant to be responsible for all outgoing costs such as: <ol style="list-style-type: none"> i energy costs; ii volumetric usage and service charges for water; iii fire service checks; iv security monitoring fees; and v all other service fees and charges associated with maintenance of the building. (d) tenant shall continuously maintain: <ol style="list-style-type: none"> i contents insurance; and 	<p>Leanne Purchase (Organisational Services Network)</p>	<p>Completed and implemented</p>

	<p>ii public liability insurance of at least \$20 million. (e) the exact dimensions of land to be leased and all remaining terms to be determined by the Chief Executive Officer. 3. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the lease. 4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas).</p>		
<p>17.2. Lease - 45-51 Tamar Street, Launceston</p>	<p>That Council: 1. by absolute majority, in accordance with section 179 of the Local Government Act 1993 (Tas), agrees to lease part of 45-51 Tamar Street, Launceston (CT50902/1) known as the City Park Stables to the Tasmanian Family History Society Inc. as indicated on the plan below, for the purposes of keeping and maintaining records for public viewing; 2. authorises the Chief Executive Officer to enter into a formal lease under the following terms: (a) the term shall be five years commencing on 1 November 2023; (b) the commencing rent shall be \$323.96 per annum based on 182 fee units; (c) tenant to be responsible for all outgoing costs such as: i energy costs; ii volumetric usage and service charges for water; iii fire service checks; iv security monitoring fees; and v all other service fees and charges associated with maintenance of the building. (d) tenant shall continuously maintain: i contents insurance; and ii public liability insurance of at least \$20 million. (e) the exact dimensions of land to be leased and all remaining terms to be determined by the Chief Executive Officer. 3. authorises the Chief Executive Officer to exercise any right, option or discretion exercisable by Council under the lease. 4. notes, for the avoidance of doubt, Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas).</p>	<p>Leanne Purchase (Organisational Services Network)</p>	<p>Completed and implemented</p>

<p>17.4. Community Member Recognition and Civic Functions Policy (05-Plx-024)</p>	<p>That Council: 1. rescinds the Community Member Recognition and Civic Functions Policy (05-PI-006), Hall of Fame Policy (05-PI-009), Conferring the Honour of Honorary Freedom of the City and Key to the City Policy (05-PI-004) and Honorary Citizens of Launceston Policy (05-PI-005); and 2. requests the Council's Officers to develop assessment guidelines and nomination forms for the policy appearing at Recommendation 3, as well as the means to manage the transition from the existing policy; and 3. adopts the Community Member Recognition and Civic Functions Policy (05-Plx-024) as indicated below: . . . (four pages of the policy)</p>	<p>Leanne Purchase (Organisational Services Network)</p>	<p>Completed and policy updated</p>
<p>18.1. 126-128 Russells Plains Road, Rocherlea</p>	<p>MOTION 1 That Council: 1. determines that the dwelling at 126-128 Russells Plains Road, Rocherlea not be made available for leasing due to safety concerns that exist for tenants from persons regularly trespassing on the site; and 2. given the extensive theft and damage that has occurred to the dwelling on the site, that it be demolished.</p> <p>MOTION 2 That Council: 1. prioritises making a decision on whether the site at 126-128 Russells Plains Road, Rocherlea will be required to house a new landfill site once the current landfill at the Remount Road site is closed; and 2. in the event that it is determined that the site is not required for a future landfill, undertake a land use study to investigate options for its potential development.</p>	<p>Michael Stretton (Chief Executive Office)</p>	
<p>7 September 2023</p>			
<p>13.2. Tender Review Committee Meeting - 24 August 2023</p>	<p>That Council notes the decision of the Tender Review Committee to accept the tenders submitted by: 1. SBLA Studio Pty Ltd / Realm Studio Pty Ltd for City Park Play Space - Landscape Architecture and Play Equipment Design, Contract No: CD.012/2023 be accepted at a cost of \$188,150.00 (exclusive of GST). 2. The Baker Group for Edinburgh Street (Nunamina Avenue to Quarantine Road) - Pavement rehabilitation, Contract No: CD.029/2023 be accepted for \$408,563.13 (exclusive of GST).</p>	<p>Leanne Purchase (Organisational Services Network)</p>	<p>Completed and implemented</p>
<p>14.1. Cultural Advisory Committee - Terms of Reference (07-ToRx-001)</p>	<p>That Council endorses the Cultural Advisory Committee Terms of Reference (07-ToRx-001)</p>	<p>Dan Ryan (Community and Place Network)</p>	<p>Completed and implemented</p>

14.4. Launceston Residential Land Review June 2023	That Council endorses the Launceston Residential Land Review Report (Doc Set ID 4945651) and the Launceston Land Review Attachment to the Report (Doc Set ID 4945650).	Richard Jamieson (Manager City Development)	
15.1. Northern Tasmania Sports Facility Plan	That Council endorses the Northern Tasmania Sports Facility Plan 2023 (Doc Set ID 4935142), noting: 1. The Plan is an initiative of five northern Councils and is primarily a plan for council owned and managed facilities; 2. The funding Councils are the responsible entity for considering the key recommendations of the plan in their respective council area; and 3. The Sports Facility Plan will form part of Council's future sport and recreation infrastructure considerations.	Kathryn Pugh (Manager Parks and Sustainability)	Completed and implemented
14.2. Strategic Asset Management Plan	That Council endorses the Strategic Asset Management Plan 2023 (ECM Doc Set ID 4922205).	Shane Eberhardt (Infrastructure and Assets Network)	Completed and implemented
10.3. Special Events Sponsorship - 2023/2024 - ROOKE Productions Ltd	That Council approves the following special event sponsorship application to receive the recommended sponsorship amount as detailed below: ROOKE Productions Ltd DEKOOR (adjacent to Tendrils - \$14,818 2023/2024 Special Event Sponsorship Budget \$20,000 Balance \$5,182	Stephanie Berns (Grants and Sponsorship Officer)	Completed and implemented
14.1. Tender Review Committee Meeting - 29 June 2023	That Council notes the decision of the Tender Review Committee to accept the tender submitted by Gradco Pty Ltd for the Invermay Levee Reinstatement - Contract Number CD.017/2023 at a cost of \$594,056.19 (exclusive of GST).	Leanne Purchase (Organisational Services Network)	Completed and implemented

RISK IMPLICATIONS:

Tracking Council decisions will also identify potential risks ensuring strategies can be put in place to manage them.

ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:

This has already been considered when the individual items were presented to Council.

STRATEGIC DOCUMENT REFERENCE:

City of Launceston Corporate Strategic Plan 2014 - 2024

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

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

Focus Areas:

1. To provide for the health, safety and welfare of the community.
2. To fairly and equitably discharge our statutory and governance obligations.
3. To ensure decisions are made on the basis of accurate and relevant information.
4. To continually improve our service delivery via a continuous improvement mindset, pursuing efficiency gains and adopting technological and other process innovations.
5. To maintain a financially sustainable organisation.

BUDGET AND FINANCIAL IMPLICATIONS:

Not considered relevant to this report.

DISCLOSURE OF INTERESTS:

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

ATTACHMENTS:

Nil

22. LATE ITEMS

No Closed Items have been identified as part of this Agenda

23. CLOSED COUNCIL

This decision requires an absolute majority of Council

RECOMMENDATION:

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

23.1. Confirmation of the Minutes

REASON FOR CLOSED COUNCIL:

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

23.2. Tender - Cavalry Road Reconstruction CD039/2024

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. Tender - Northern Gateway CD035/2024

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.

23.4. Councillors' Leave of Absence Application - Councillor A E Dawkins

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with section 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:

- 15(2)(h) applications by councillors for a leave of absence.

23.5. Councillors Leave of Absence Application - Councillor D C Gibson

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with section 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:

15(2)(h) applications by councillors for a leave of absence.

23.6. Councillors Leave of Absence Application - Deputy Mayor Councillor D H McKenzie

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with section 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:

15(2)(h) applications by councillors for a leave of absence.

23.7. End of Closed Session

24. MEETING CLOSURE

25. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 1.00pm on 13 February 2025 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.