



City of
LAUNCESTON

COUNCIL MINUTES

**COUNCIL MEETING
THURSDAY 21 AUGUST 2025
10:30 AM**

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

Date: 21 August 2025

Time: 10:30 am

Certificate of Qualified Advice

Background

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

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

Certification

I certify that:

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



Sam Johnson OAM
Chief Executive Officer

VIDEO and AUDIO STREAMING of COUNCIL MEETINGS

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

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

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

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

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

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

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

PUBLIC QUESTION TIME - AGENDA ITEM 8

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

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

PUBLIC COMMENT ON AGENDA ITEMS

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

Please note the following important information:

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

Present:

Mayor Councillor M K Garwood
Councillor A G Harris
Councillor T G Walker
Councillor A J Palmer
Councillor L M McMahon
Councillor S Cai
Councillor A J Britton

In Attendance:

Sam Johnson OAM (Chief Executive Officer)
Chelsea van Riet (Executive Leader Community Assets and Design)
Ali Kemp (Executive Leader Connections and Liveability)
Roxanne Chugg (Executive Leader Delivery and Performance)
Jane Lewis (Executive Leader Strategy and Innovation)
Zara Dawtrey (Senior Communications Officer)
Esther Counsel (Senior Leader Governance)
Kelsey Hartland (Team Leader Governance)
Taylor Murphy (Administration Officer - Governance Support)
Iain More (Senior Town Planner Policy and Projects) (Agenda Item 11.1)
Richard Jamieson (Senior Leader City Development) (Agenda Items 11.1 and 11.2)
Henry Watson (Arts and Culture Officer) (Agenda Item 16.1)
Michelle Ogulin (Senior Leader Livable Communities) (Agenda Item 17.1)
Claudia Taylor (Youth Development Officer) (Agenda Item 17.1)
Dean Edsall (Senior Leader City Amenities) (Agenda Item 19.1)
Greg Oliver (Team Leader Road Services) (Agenda Item 19.1)
Matt Morgan (Team Leader Procurement) (Agenda Item 19.1)
Michelle Grey (Properties and Legal Officer) (Agenda Item 20.3)
Sarah McRobbie (Senior Leader Innovation and Performance) (Agenda Items 21.1, 21.2 and 21.3)
Alexander Crothers (Team Leader Strategy, Economic Development and Analytics) (Agenda Items 21.1, 21.2 and 21.3)

Apologies:

Deputy Mayor Councillor D H McKenzie (Leave of Absence)
Councillor J J Pentridge
Councillor D C Gibson

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1. OPENING OF MEETING - STATEMENT, ATTENDANCE AND APOLOGIES
Local Government (Meeting Procedures) Regulations 2025 - regulation 8

The Mayor, Councillor M K Garwood, opened the meeting at 10.34am and provided the following statement:

An audio visual recording is being made of the meeting.

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

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

Following the statement, the Mayor noted apologies from Deputy Mayor, Councillor D H McKenzie, Councillor J J Pentridge and Councillor D C Gibson.

The Mayor also noted that due to the vacancies on Council and the apologies, only 7 Councillors were in attendance.

The quorum for a City of Launceston Council meeting is 7 Councillors.

Prior to the meeting, Councillor S Cai declared an interest in Agenda item 11.2. DA0088/2025 - 76 Cimitiere Street, Launceston - Visitor accommodation - Construction of a Hotel.

As a result of this declaration the Mayor advised the following:

"As a planning item with a Deemed Approval date (by extension) of 1 September 2025, a decision is required before that date. In this circumstance, the item cannot be tabled as no decision can be made without a quorum present.

Accordingly, the CEO may rely on the delegation approved by Council on 17 April 2025 under section 57(6) of the Land Use Planning and Approvals Act 1993 to make a decision on this matter. This delegation is only exercisable in line with the Council officer's recommendation, where Council does not make an affirmative decision approving or refusing an application at a Council Meeting."

Councillor T G Walker asked the following question relating to Agenda Item 11.2 DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel.

| COUNCILLOR | QUESTION | RESPONSE |
|-----------------------|---|---|
| Councillor T G Walker | Approval is not due until the 1st of September so in theory we could call a special meeting to approve it at a later date between now and that date, it doesn't expire today? | <i>Sam Johnson OAM (Chief Executive Officer)</i> <i>It is my understanding that yes, the 1st of September is the expiry of it.</i> <i>Potential for a Special Council Meeting? I would imagine yes, there is probability for it. Would we have the same quorum issues, given also the two vacancies that we have with two Councilors not yet being sworn in? We could not guarantee it. So, there is a probability and direct answer to your question, yes, there is.</i> |

2. MAYORAL ACKNOWLEDGEMENTS

The Mayor, Councillor M K Garwood, acknowledged the passing of Uncle Rex Greeno, noting his great contribution to Launceston and the Aboriginal community.

3. DECLARATIONS OF INTEREST

Local Government Act 1993 (Tas) - section 48

Local Government (Meeting Procedures) Regulations 2025 – regulation 39(1)(f)

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

Councillor S Cai declared an interest in Agenda Item - 11.2. DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel.

Sam Johnson OAM (Chief Executive Officer) declared an interest in Agenda Items 20.4 Committee Membership and Terms of Reference for the Chief Executive Officer's Contract and Performance Review Committee and 24.2. Chief Executive Officer's Contract and Performance Review Committee Report.

4. CONFIRMATION OF MINUTES

4.1. Confirmation of Minutes

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

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 31 July 2025 be confirmed as a true and correct record.

DECISION: 21 August 2025

MOTION

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

That the Minutes of the Ordinary Meeting of the City of Launceston Council held on 31 July 2025 be confirmed as a true and correct record.

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

5. COUNCIL WORKSHOPS

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

5.1. Workshop Report 7 August 2025 and 14 August 2025

FILE NO: SF4401

AUTHOR: Lorraine Wyatt (Team Leader Executive Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider Council Workshops conducted since the last Council Meeting.

RELEVANT LEGISLATION:

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

RECOMMENDATION:

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

1. Council Workshop conducted on 7 August 2025:

Office of Coordinator General

Councillors were provided a briefing by John Perry about matters related to the Office of the Coordinator-General.

Executive Leaders Update and General Business

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

North East Rail Trail

Councillors received a presentation about the North East Rail Trail to enable future decision making.

Councillors Connect

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

Economic Uplift Benefits from Developments

Councillors received a presentation regarding the economic benefits of residential development for the City of Launceston. The presentation included specific analysis on Council's key growth areas in St Leonards and Waverley, Alanvale and South Prospect, as well as housing growth more generally throughout the municipality.

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

Apologies: Councillor D C Gibson, Councillor A E Dawkins and Councillor A J Palmer

2. Council Workshop conducted on 14 August 2025:

George Chairlift Redevelopment

Councillors received a presentation about the Gorge Scenic Chairlift redevelopment.

DA0088/2025 - 76 Cimitiere Street, Launceston - Visitor Accommodation - Construction of a Hotel

Councillors undertook a site visit to 76 Cimitiere Street, Launceston to discuss Visitor Accommodation – Construction of a Hotel.

Spirit Preparedness Funding

Councillors received a presentation providing an overview of a funding application submitted to the Tasmanian State Government for financial support to improve motorhome (RV) infrastructure in Launceston in preparation of the new Spirit of Tasmania vessels being commissioned.

QVMAG Marketing Campaign

Councillors received an update on the QVMAG Marketing Campaign.

Sister City Ikeda Visit

Councillors were presented with proposed travel dates and a draft itinerary that has been prepared in consultation with Ikeda.

Executive Leaders Update and General Business

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

Redevelopment of 118-122 and 124 Brisbane St - Term Sheet

Councillors reviewed the final draft Term Sheet that will inform Council's decision making at a future Closed Council Meeting.

Councillors Connect

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

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

Apologies: Councillor D C Gibson

DECISION: 21 August 2025

MOTION

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

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

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

2. Council Workshop conducted on 14 August 2025:

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Councillors received a presentation about the Gorge Scenic Chairlift redevelopment.

DA0088/2025 - 76 Cimitiere Street, Launceston - Visitor Accommodation - Construction of a Hotel

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QVMAG Marketing Campaign

Councillors received an update on the QVMAG Marketing Campaign.

Sister City Ikeda Visit

Councillors were presented with proposed travel dates and a draft itinerary that has been prepared in consultation with Ikeda.

Executive Leaders Update and General Business

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

Redevelopment of 118-122 and 124 Brisbane St - Term Sheet

Councillors reviewed the final draft Term Sheet that will inform Council's decision making at a future Closed Council Meeting.

Councillors Connect

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

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

Apologies: Councillor D C Gibson

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

6. COUNCILLORS' LEAVE OF ABSENCE

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

7. COMMUNITY REPORTS

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

No Community Reports were registered with Council as part of these Minutes.

8. QUESTIONS BY MEMBERS OF THE PUBLIC

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

8.1. Questions on Notice by Members of the Public

Local Government (Meeting Procedures) Regulations 2025 - regulation 38

8.1.1. Questions on Notice by Members of the Public - Robin Smith - Traffic Infringements, Parking Feasibility Report and Public Holiday Parking - 22 July 2025

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions have been submitted to Council on 22 July 2025 by Robin Smith, have been answered by the Senior Leader Health and Compliance.

Question 1:

How many traffic infringements did council issue under Road Rule 179 for the single Loading Zone on Paterson Street, Launceston (south-side between St. John St. and Criterion Place) in the two and a half hours between 7.30am and 10am Monday to Friday in 2024 please?

Response:

The City of Launceston issued 306 infringements for the Patterson Street Loading Zones on the south-side between St John Street and Criterion Place in 2024.

Question 2:

With reference to Council Meeting Thursday 27 March 2025 Agenda Item 20.3. Parking Feasibility Report - Provision of Multi-storey Parking on Boxing Day and Other Public Holidays: From what proceeding year(s) were the comparison figures taken for use in the feasibility study to identify the lowest revenue parking days for further consideration?

Response:

The report referenced in Agenda Item 20.3 used financial year 2023-2024 occupancy and revenue data to compare public holiday parking demand against monthly averages. This data set was selected to provide preliminary insights into seasonal patterns, including the impact of retail and hospitality activity on high-demand public holidays such as Boxing Day.

Question 3:

In calculating the Average Daily Revenue from parking as used for comparison in the feasibility study, especially Good Friday at \$309.50 and ANZAC Day at \$153.20;

- (a) were any of the 3 multi-deck carparks closed on those days, or
- (b) operated on reduced hours to those listed, and
- (c) was any free parking offered?

Response:

- (a) *All multi-storey car parks were open on Anzac Day and Good Friday, with the exception of Patterson Street West which was closed prior to the Anzac Parade.*
- (b) *Patterson Steet West was temporarily closed for the Anzac Parade, and was opened at the conclusion of the parade.*
- (c) *On-street parking and open-air car parks operated free parking on Anzac Day and Good Friday.*

Question 4:

While the feasibility report identified the need for a '*strategic approach ... and ... cost effective solutions*', and stated: '*... utilities and running costs remain largely consistent regardless of whether the car parks operate on a standard or public holiday...*' was there any identifiable additional cost in actually opening the 13 public holidays, more than say, keeping them closed?

Response:

The report confirmed that utilities and running costs remain largely consistent regardless of whether the multi-storey car parks operate on a standard day or a public holiday.

The only identifiable additional cost in operating on a public holiday arises if a technical issue or equipment malfunction occurs, requiring an on-call Parking Technician to attend at public holiday rates.

The one-off closure of multi-storey car parks on Boxing Day 2024 was not related to ongoing operational costs. It occurred due to a combination of technical issues and resourcing constraints.

**8.1.2. Questions on Notice by Members of the Public - Ron Baines - Charles Street
Bunya Tree (Stage of Works) - 31 July 2025**

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 31 July 2025 by Ron Baines, has been answered by the Town Planner.

Question 1:

What stage are the Council at in the removal of the bunya tree on Charles Street?

Response:

The Council is not responsible for the removal of the bunya tree. The planning application was submitted by a member of the public, and approved by Council, as the Planning Authority, on 27 March 2025. The approval permits the removal of the bunya tree to be carried out within two years at the expense of the applicant.

8.1.3. Questions on Notice by Members of the Public - Robert Henley - QVMAG and Harvard Experience - 31 July 2025

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 31 July 2025 by Robert Henley, have been answered by the Executive Leader Chief Executive Officer.

Question 1:

Could we please prepare a profit and loss statement for the exhibition, 'Gentle Protagonist: Art of Michael McWilliams', which clearly shows expenditure for the exhibition, income generated through merchandise and book sales, donations made at the exhibition, as well as money used for grants, bequests and other donations to support the exhibition with an estimate of the economic value to the city from the 32,300 people who attended the exhibition?

Response:

The financial information required to answer this was not available at the time of publication. An answer will be provided in the minutes of this meeting.

Question 2:

What is the Harvard Experience and how does the Council justify spending \$18,000 on the General Manager's professional development in terms of the perceived relevance and value to the City of that investment?

[Mayor, Councillor M K Garwood, noted that this was a Closed Council Item and advised that the question would be Taken on Notice so that an answer could be answered with information that is permitted to be publicly known]

Response:

The City of Launceston, like many organisations, recognises that professional development is an essential component of maintaining effective leadership, ensuring contemporary governance practices, and positioning the organisation to respond to emerging challenges and opportunities.

As part of the Chief Executive Officer's employment contract, Council has a responsibility to provide for ongoing executive-level professional development. This is a common and accepted practice across local government and the broader public sector, reflecting the need for senior executives to remain informed, skilled, and connected to best practice.

The “Harvard Experience” in this instance refers to the CEO’s acceptance into a highly regarded international program run by Harvard University, specifically designed for local and state government executives. The program focuses on advanced leadership, strategic decision-making, and innovation in public administration, drawing on global case studies and the latest research. Participants are selected through a competitive process, with acceptance being an endorsement of both the individual’s leadership calibre and the city they represent.

The investment in this program delivers tangible benefits for the City of Launceston, including:

- Access to global best practice in local and state government management.*
- Direct application of learnings to Council’s strategic priorities, governance, and community service delivery.*
- Enhanced networks with senior public sector leaders from around the world, providing opportunities for knowledge sharing and collaboration.*
- Strengthened leadership capacity to navigate complex challenges, drive innovation, and deliver value to our community.*

This investment is not only a contractual obligation but a strategic decision to ensure Launceston’s leadership remains at the forefront of excellence in public administration, benefiting the organisation and the community well into the future.

Response to Question 1:

Profit and Loss Statement Gentle Protagonist: Art of Michael McWilliams

| Exhibition Item | Amount (\$) |
|---|--|
| Production | 30,754 |
| Collection management/curatorial | 71,632 |
| Marketing and communications | 11,089 |
| Launch | 29,993 |
| Total Cost (excl. staff time) | 143,468 |
| Net Result | (143,468) (no revenue recorded) |
| Publication Item | Amount (\$) |
| Photography | 23,526 |
| 1133 books printed @ \$135 each | 152,955 |
| Launch | 2,352 |
| Total cost (excl. staff time) | 178,833 |
| Sales (1012 sold @ \$200 each) | 202,400 |
| Plomley Trust | 20,000 |
| Total revenue | 222,400 |
| Net profit (121 books gifted to lenders) | 69,445 |

Merchandise

Lapel pins, bookmarks, Postcards, Greeting card packs, Tee shirts, Totes

| Item | Amount (\$) |
|-----------------------------|-------------|
| Merchandise cost (Pins etc) | 40,122 |
| Total cost | 40,122 |
| | |
| Total (sale as of 31.07.25) | 77,232 |
| Total revenue | 77,232 |
| Profit | 37,110 |

Consolidated Profit and Loss Statement - overall result

| Category | Cost (\$) | Revenue (\$) | Net Result |
|-------------|-----------|--------------|------------|
| Exhibition | 143,468 | - | (143,468) |
| Publication | 178,833 | 222,400 | 69,445 |
| Merchandise | 40,122 | 77,232 | 37,110 |
| Total | 362,423 | 279632 | (62,791) |

Gentle Protagonist: Art of Michael McWilliams

Data that provides the true economic, social, cultural and environmental impact that this exhibition contributed to the City of Launceston and surrounds is not available. We do know however that Cultural tourism is one of Australia's strongest visitor drivers.

- 54% of international tourists engage in cultural activities when visiting Australia (Tourism Research Australia, 2021).
- Museums and galleries are consistently among the top 5 attractions for international and interstate visitors.

The Gentle Protagonist: Art of Michael McWilliams exhibition enjoyed a high-profile marketing and media campaign, spanning local and national audiences.

Locally, a blend of digital and print mediums were used to build campaign awareness of the exhibition being on display, and the importance of this being the first ever public exhibition of McWilliams' work.

Nationally, the exhibition featured in ABC News online (National platform) and on a dedicated episode of ABC's Landline, which reaches over one million viewers nation-wise viewers per episode.

Post the airing of the Landline segment promoting *Gentle Protagonist*, the institution was proud and thrilled to hear from some visitors that they had watched the episode and flown directly to Launceston to see this exclusive exhibition, only on display at QVMAG.

| | | |
|----------------|-------|--|
| Total visitors | 32300 | (includes attendance at opening night 500+ and book launch 900+) |
| Local (7250) | 8599 | (including 1623 children) |

Postcode data available

| | |
|------------------|------|
| Tasmania - other | 7307 |
| Interstate | 8379 |
| Overseas | 1784 |

While we don't know how many of these visitors came to Launceston specifically for this exhibition or what their expenditure was, we do know that museums and galleries act as tourism and regional development powerhouses and that their economic impact is most visible through major exhibitions and cultural tourism, where spending on accommodation, dining, and travel outweighs exhibition costs.

The QVMAG team are looking to collect more visitor data going forward.

8.1.4. Questions on Notice by Members of the Public - Tim Shaw - MESH and Governance - 31 July 2025

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 31 July 2025 by Tim Shaw, have been answered by the Senior Leader Governance and Senior Leader City Development.

Question 1:

[Regarding MESH] What possible reason could there be for not releasing the draft report which we were told in meetings with the former Chief Executive Officer and former planning staff were developing for us to work with?

Response:

In accordance with our existing contractual obligations with Mesh, the City of Launceston does not have the authority to disclose the draft report at this time.

Question 2:

Why has it taken the Governance team over a month to come back with an answer?

Response:

The City of Launceston has received multiple information requests and remains committed to providing accurate, thorough responses. Coordinating input from several subject matter experts takes time, but ensures each request is properly addressed.

Question 3:

What do we think the cost is to all; the Launceston City Council, the ratepayers, Greater Launceston, for stopping a project that is as big as this?

Response:

Facilitating development in South Prospect has been a Council objective for a number of years. The Council has invested considerable time and resources in the project and continues to do so. A budget allocation of \$200,000 has been made for the 2025/26 financial year to advance the project.

8.1.5. Questions on Notice by Members of the Public - Robin Smith - Parking Infringement - 31 July 2025

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 31 July 2025 by Robin Smith, has been answered by the Senior Leader Health and Compliance.

Question:

Mr Mayor, there is an allegation that you parked a black Mercedes-Benz in a disabled parking bay on Sunday. Will the Council's parking department be issuing an infringement notice to the driver of that vehicle under Road Rules 2019, regulation 203, 'stopping in a parking area for people with disabilities'? I know you were not the driver as it was me.

Response:

Council does not typically issue infringements retrospectively where an alleged offence was not observed by an authorised officer at the time.

Designated parking bays, including disability parking and loading zones, are provided to meet specific community needs and are protected under the Road Rules 2019. Use of these bays without the proper authority can prevent vulnerable community members and businesses from accessing essential services.

Council's approach to parking management prioritises education and encouraging voluntary compliance, with enforcement action taken where breaches are observed, to ensure these spaces remain available for those who need them most.

**8.1.6. Questions on Notice by Members of the Public - Robin Smith - Parking
December 2024 - 5 August 2025**

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 5 August 2025 by Robin Smith, has been answered by the Senior Leader Health and Compliance.

Question 1:

Further to Agenda item 20.3 of 27th March 2025 - Parking Feasibility Report - Provision of Multi-storey Parking on Boxing Day and Other Public Holidays, I seek to establish any variance in the average length of stay in Council's multi-storey car parks as a result of Council's free (unlimited) parking initiatives of December 2024.

To make a Duration of Stay comparison against revenue days, can you provide the number of users in units of say 60 minutes for the following days?

- 10th, 11th, 17th, and 18th December 2022
- 16th, 17th, 23rd, and 24th December 2023
- 14th, 15th, 21st, and 22nd December 2024

Response:

During December 2024, Council's free parking promotion provided unlimited parking in the Paterson Street East, Paterson Street West, and Elizabeth Street multi-storey car parks during the promotional period. As no ticketing occurred during this time, data on the average length of stay or duration-of-stay distribution for those days was not captured.

This means a direct comparison between the December 2024 promotional days and equivalent revenue days in 2022 and 2023 is not possible.

Following a review of the initiative, Council has since updated the car park access system to enable duration-of-stay data collection during any future free parking promotions, ensuring this information can be captured and compared in subsequent years.

8.1.7. Questions on Notice by Members of the Public - Robin Smith - Graffiti Litter Offences - 12 August 2025

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 12 August 2025 by Robin Smith, have been deferred by the Senior Leader City Amenities and the Senior Leader Heath and Compliance.

Question 1:

[Referring to political posters adhered to Council property] Would Council consider preserving the CCTV footage from the relevant CBD areas for evidentiary purposes from the night of the 15th July?

Question 2:

As the activity of the 15th July was of such a quantum, the nature of the application of the stickers was of such selfish disregard to the appearance of the city and the fact that so many remain, Council may be of a mind to investigate further. As the stickers bore a name, party and contact address for the political material, will the Council's General Manager - Chief Executive Officer (hereinafter CEO) (ex-officio authorised officer) or authorised officer, seek the names of the depositors of the stickers under the *Litter Act 2007* as follows?

s.15. Distributor must disclose name of depositor

A person who engages another person (whether as an employee or as an agent) to deposit unsolicited documents at premises within an area must, within 7 days after receiving a written request for the information from an authorised officer, give the authorised officer the name and address of that other person. Penalty: Fine not exceeding 20 penalty units.

Question 3:

Will the CEO (or authorised officer) seek to investigate any potential offences under the following?

s.16. Duty of person authorising or arranging for unsolicited document

A person who authorises or arranges for the distribution of an unsolicited document must ensure that the document is distributed in a way that prevents it from becoming litter. Penalty: Fine not exceeding 20 penalty units.

Question 4:

Under the *Litter Act 2007* s.13, will the CEO (or authorised officer) investigate any potential offence as follows?

s.13 Bill-posting without consent

A person must not affix any document on to any fixed structure without the express consent of the owner, occupier or manager of the structure or unless the person affixing the document is exercising a power given to the person under any law. Penalty: Fine not exceeding 20 penalty units.

Response:

Thank you for the questions.

In line with our Public Question Time Policy, receipt of the questions is acknowledged, however, due to the short timeline between receiving the questions and the date for publishing the agenda for the 21 August 2025 Ordinary Council Meeting, a comprehensive response cannot be provided.

Detailed responses to the questions will be published in the Agenda of the 11 September 2025 Ordinary Council Meeting.

8.2. Questions Without Notice by Members of the Public

Local Government (Meeting Procedures) Regulations 2025 - regulation 37

8.2.1. Questions Without Notice by Members of the Public - Noel Christensen - Northern Gateway Commission - 21 August 2025

- 1. Did the City of Launceston seek advice from a road safety expert before the Northern Gateway Commission was released?**

The Mayor, Councillor M K Garwood, advised that this question would be Taken on Notice and an answer will be provided in the Agenda of the Council meeting of 11 September 2025.

8.2.2. Questions Without Notice by Members of the Public - Ian Goninon - Building Assets - 21 August 2025

1. How does Council measure what is an acceptable loss for QVMAG?

The Mayor, Councillor M K Garwood, answered by saying that the Council measures the cost of QVMAG as an investment in the community.

2. Hobart City Council has raised rates by 3.5%, Burnie City Council has raised rates by 3.7% and Devonport City Council have raised rates by 3.5%, why is Launceston the odd one out with the 5.7% increase?

The Mayor, Councillor M K Garwood, answered by saying that the Launceston City Council have a really bold progressive 10 year Strategic Plan (and a financial plan coming shortly) that comes at a cost and this Council has done its very best to work those numbers in with what the Council wants to achieve for the community.

3. Could the Building Asset Management Group consider looking at selling some of the desolate buildings (low hanging fruit) sooner rather than waiting for the report in 12 months time?

The Mayor, Councillor M K Garwood, advised that these questions would be Taken on Notice and an answer will be provided in the Agenda of the Council Meeting of 11 September 2025.

8.2.3. Questions Without Notice by Members of the Public - Jackson Shaw - South Prospect - 21 August 2025

- 1. How is Council quantifying the cost of not completing the South Prospect Project?**

Sam Johnson OAM (The Chief Executive Officer) responded by saying that Launceston City Council has made a decision to act on this project. The South Prospect Development has been debated for a long period of time. In the last 12 months Council has made a very firm commitment to growth in the city, not just at South Prospect, but also within its Northern Suburbs. The Council's recently adopted Housing Plan also clearly identifies South Prospect as a growth area for the city. It clearly highlights South Prospect as a priority for our team. In the next 12 months the Council will begin neighbourhood planning and infrastructure funding planning.

8.2.4. Questions Without Notice by Members of the Public - Paul Cole - Tiger Bus - 21 August 2025

- 1. What was the rationale behind ceasing the Tiger bus service? I use it regularly as does many of the disabled community however it is hard for anyone to find any information on it.**

The Mayor, Councillor M K Garwood, responded by saying that the Council is doing a review of public transport services and is committed to ensuring that there will be an alternative to the Tiger Bus service in the future.

9. PETITIONS

No Petitions were identified as part of these Minutes.

10. DEPUTATIONS

No Deputations were identified as part of these Minutes.

11. PLANNING AUTHORITY

The Mayor, Councillor M K Garwood, announced that under the provisions of the *Land Use Planning and Approvals Act 1993*, Council acts as a Planning Authority in regard to items included in Agenda Item 11 - Planning Authority.

11.1. PSA-LLP0030 - Rezoning - Partial Rezoning from Agriculture to Rural at 43 Los Angeles Road, Swan Bay (also described as 729-739 John Lees Drive)

FILE NO: PSA-LLP0030

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

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

Applicant: Commercial Project Delivery
Address: 43 Los Angeles Road (also known as 729-739 John Lees Drive, Dilston) CT165889/1

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting - Thursday 19 June 2025 - Agenda Item 11.2

Initiated Draft Amendment PSA-LLP0030, to rezone the southern portion of land at 43 Los Angeles Road (also known as 729-739 John Lees Drive, Dilston) from Agriculture to Rural, and apply the Priority Vegetation overlay to the southern portion of the land.

RECOMMENDATION:

That Council:

1. in accordance with sections 40K of the *Land Use Planning and Approvals Act 1993*, considers the merit of any representation received during public exhibition of Draft Amendment PSA-LLP0030;

2. amend the priority vegetation overlay instrument utilising TASVEG 4.0;
3. recommends to the Tasmanian Planning Commission that Draft Amendment PSA-LLP00330 be approved with the recommended changes.

Iain More (Senior Town Planner Policy and Projects) and Richard Jamieson (Senior Leader City Development) were in attendance to answer questions in respect of this item. A table of questions asked by Councillors during debate is provided after the decision.

John Chaplin spoke against the Recommendation

Chloe Lyne spoke for the Recommendation

Tom Bertram spoke for the Recommendation

DECISION: 21 August 2025

MOTION

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

That Council:

1. in accordance with sections 40K of the *Land Use Planning and Approvals Act 1993*, considers the merit of any representation received during public exhibition of Draft Amendment PSA-LLP00330;
2. amend the priority vegetation overlay instrument utilising TASVEG 4.0;
3. recommends to the Tasmanian Planning Commission that Draft Amendment PSA-LLP00330 be approved with the recommended changes.

CARRIED 6:1

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Councillor T G Walker

| COUNCILLOR | QUESTION | RESPONSE |
|-----------------------|--|--|
| Councillor A G Harris | What is the difference between a wetlands and a saltmarsh? | Senior Town Planner Policy Projects <i>TASVEG is the digital vegetation mapping for the State and this defines the area as saltmarsh wetlands.</i> |
| | Does a saltmarsh have to have salt in it? | Senior Town Planner Policy Projects <i>The specifics are not available right now, however this is what the area has been defined as.</i> |
| | Regarding the zoning change to rural, it does allow in the future perhaps the development of one house on the property. Can you have multiple houses on that property? | Senior Town Planner Policy Projects <i>There are provisions in the scheme of how you would go applying for that, but a rural lot would only be permitted one dwelling.</i> |
| | The ability to drain or build a canal development future time would require re-zoning? | Senior Town Planner Policy Projects <i>That is correct. Something to point out is the Environmental Protection and Biodiversity Conservation Act 1999. The Act is external to the planning system. It considers wetlands and threatened flora and fauna, offering further protection. It is unlikely that rezoning would be able to occur.</i> |
| | Can a farmer build up the land level so it is no longer wetland? | Senior Town Planner Policy Projects <i>If someone wanted to fill a wetland, there would be provisions of the planning scheme and provisions of the Biodiversity Conservation Act 1999 that would need to be considered, then it would come back through this Chamber.</i> |

| | | |
|-------------------------------|---|---|
| Councillor A J Britton | Can we get a short explanation on what the difference is between the overlays? | Senior Town Planner Policy Projects <i>TASVEG 4 most up-to-date state digital mapping that that looks at threatened flora and fauna and vegetation communities. The agricultural zone does not apply priority vegetation overlays. The rural zone does. When this first was initiated, TASVEG3 was utilised. Representation rightly pointed out that there is more up-to-date data. This has identified greater boundaries than what was originally voted on.</i> |
| Councillor S Cai | The representative has talked about the issue of no access without going through his property, I was just wondering how do we address that? | Senior Town Planner Policy Projects <i>That section is beneath the representative's property and currently access is through that property. This rezoning doesn't change the accessibility of that and whether a neighbour wants to let them through is up to them. Council has processes of abatement. If something were to cause an issue, abatement notices can be provided, but that would be up to the landowner to consider and respond to. Importantly the rezoning is not a development, so there is no change to the title boundaries of the property.</i> |
| | So, the representative can be assured that what we are doing is not going to put him at risk of other people using his property? | Senior Town Planner Policy Projects <i>It should not be a risk.</i> |
| Councillor A G Harris | What is the difference between TASVEG3 and TASVEG4? | Senior Town Planner Policy Projects <i>TASVEG looks at threatened flora and fauna. If there are further sightings of threatened flora or fauna on the property then mapping can be updated.</i> |

| | | |
|------------------------------|--|--|
| Councillor T G Walker | This overlay provides additional protections compared to the agricultural zone if this rezoning was to take place? | Senior Town Planner Policy Projects <i>That is correct.</i> |
| | It applies not to the whole property but to a significant portion of the property. Would that be correct? | Senior Town Planner Policy Projects <i>That is correct. Yes.</i> |
| | So, then it is the case that what we are doing here today is applying the rural zone as opposed to the agricultural zone to the entire property. And there is a significant portion of the property that will now have permitted uses that it does not currently have? | Senior Town Planner Policy Projects <i>There are a few uses, that is right and there are also changes in qualifications to some of the uses that you can have in the agricultural zone. It just means you might need to provide some more information in the rural zone.</i> |

11.2. DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel

FILE NO: DA0088/2025

AUTHOR: Anushka Dissanayake - Town Planner

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

DECISION STATEMENT:

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

PLANNING APPLICATION INFORMATION:

| | |
|---|---|
| Applicant | NDCO Goulburn Pty Ltd and Stantec Australia Pty Ltd |
| Site | 76 Cimitiere Street, Launceston |
| Proposal | DA0088/2025 - Visitor Accommodation - Construction of a hotel |
| Zoning | Urban Mixed Use |
| Codes | <ul style="list-style-type: none">• Signs Code• Safeguarding of Airports Code• Road and Railway Assets Code• Potentially Contaminated Land Code• Parking and Sustainable Transport Code |
| Use Class/Category | Visitor Accommodation |
| Standards assessed through performance criteria | 13.3.2 Discretionary uses – P1 13.4.1 Building height – P1 13.4.2 Setback – P1 C14.5.1 Suitability for intended use – P1 C14.6.1 Excavation works, excluding land subject to the Macquarie Point Development Corporation Act 2012 – P1 C1.6.1 Design and siting of signs – P3 C1.6.2 Illuminated signs – P1 C2.5.1 Car Parking numbers – P1.1 C2.6.2 Design and layout of parking areas – P1 C2.6.5 Pedestrian access – P1 |
| Public Notification | 12 July 2025 to 28 July 2025 |
| Representations | 11 |
| Deemed Approval | 16 August 2025 (extension granted until 01 September 2025) |

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

N/A

RECOMMENDATION:

That Council, 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 DA0088/2025 - Visitor Accommodation - Construction of a hotel at 76 Cimitiere 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. Title Sheet, Prepared by adm Architects, Project No. 2024-22, Drawing No A-001, Issue B, Dated March 2025
- b. Site Analysis, Prepared by adm Architects, Project No. 2024-22, Drawing No A-002, Issue A, Dated February 2025
- c. Contextual Analysis, Prepared by adm Architects, Project No. 2024-22, Drawing No A-003, Issue B, Dated March 2025
- d. Contextual Streetscape 01, Prepared by adm Architects, Project No. 2024-22, Drawing No A-004, Issue A, Dated February 2025
- e. Contextual Streetscape 02, Prepared by adm Architects, Project No. 2024-22, Drawing No A-005, Issue B, Dated March 2025
- f. Contextual Streetscape 03, Prepared by adm Architects, Project No. 2024-22, Drawing No A-006, Issue B, Dated March 2025
- g. Contextual Streetscape 04, Prepared by adm Architects, Project No. 2024-22, Drawing No A-007, Issue B, Dated March 2025
- h. Contextual Streetscape 05, Prepared by adm Architects, Project No. 2024-22, Drawing No A-008, Issue B, Dated March 2025
- i. Arial Context 01, Prepared by adm Architects, Project No. 2024-22, Drawing No A-009, Issue B, Dated March 2025
- j. Arial Context 02, Prepared by adm Architects, Project No. 2024-22, Drawing No A-010, Issue B, Dated March 2025
- k. Arial Context 03, Prepared by adm Architects, Project No. 2024-22, Drawing No A-011, Issue B, Dated March 2025
- l. Arial Context 04, Prepared by adm Architects, Project No. 2024-22, Drawing No A-012, Issue B, Dated March 2025
- m. Artist Impression 01, Prepared by adm Architects, Project No. 2024-22, Drawing No A-013, Issue A, Dated March 2025
- n. Artist Impression 02 & 03, Prepared by adm Architects, Project No. 2024-22, Drawing No A-014, Issue A, Dated March 2025
- o. Site/Roof Plan, Prepared by adm Architects, Project No. 2024-22, Drawing No A-101, Issue A, Dated February 2025
- p. Ground Floor Plan, Prepared by adm Architects, Project No. 2024-22, Drawing No A-101, Issue A, Dated February 2025
- q. Level 01 Floor Plan, Prepared by adm Architects, Project No. 2024-22, Drawing No A-103, Issue A, Dated February 2025

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- r. Demolition and Site Management Plan, Prepared by adm Architects, Project No. 2024-22, Drawing No A-601, Issue A, Dated February 2025
 - s. Level 02 Floor Plan, Prepared by adm Architects, Project No. 2024-22, Drawing No A-104, Issue A, Dated February 2025
 - t. Level 03 Floor Plan, Prepared by adm Architects, Project No. 2024-22, Drawing No A-105, Issue A, Dated February 2025
 - u. Level 04 Floor Plan, Prepared by adm Architects, Project No. 2024-22, Drawing No A-106, Issue A, Dated February 2025
 - v. Level 05 Floor Plan (Plant), Prepared by adm Architects, Project No. 2024-22, Drawing No A-107, Issue A, Dated February 2025
 - w. South Elevation, Prepared by adm Architects, Project No. 2024-22, Drawing No A-201, Issue B, Dated March 2025
 - x. East Elevation, Prepared by adm Architects, Project No. 2024-22, Drawing No A-202, Issue B, Dated March 2025
 - y. North Elevation, Prepared by adm Architects, Project No. 2024-22, Drawing No A-203, Issue B, Dated March 2025
 - z. West Elevation, Prepared by adm Architects, Project No. 2024-22, Drawing No A-204, Issue A, Dated February 2025
 - aa. Section A-A, Prepared by adm Architects, Project No. 2024-22, Drawing No A-205, Issue A, Dated February 2025
 - bb. Typical Rooms Layout 01, Prepared by adm Architects, Project No. 2024-22, Drawing No A-301, Issue A, Dated February 2025
 - cc. Typical Rooms Layout 02, Prepared by adm Architects, Project No. 2024-22, Drawing No A-302, Issue A, Dated February 2025
 - dd. Accessible Rooms Layout 02, Prepared by adm Architects, Project No. 2024-22, Drawing No A-303, Issue A, Dated February 2025
 - ee. Shadow Analysis 01, Prepared by adm Architects, Project No. 2024-22, Drawing No A-401, Issue A, Dated February 2025
 - ff. Shadow Analysis 02, Prepared by adm Architects, Project No. 2024-22, Drawing No A-402, Issue A, Dated February 2025
 - gg. Shadow Analysis 03, Prepared by adm Architects, Project No. 2024-22, Drawing No A-403, Issue A, Dated February 2025
 - hh. Shadow Analysis 04, Prepared by adm Architects, Project No. 2024-22, Drawing No A-404, Issue A, Dated February 2025
 - ii. Colour and Materials Schedule, Prepared by adm Architects, Project No. 2024-22, Drawing No A-501, Issue B, Dated March 2025
 - jj. External Signage, Issue 2, Prepared by Best, Dated 18 June 2025
 - kk. External Signage, Issue 02, Drawing No. SIG-DRW-GEN-001, Dated 18.06.2025
 - ll. External Signage - Site Plan, Issue 02, Drawing No. SIG-PLN-001-001, Dated 18.06.2025
 - mm. External Signage - East Elevation, Issue 02, Drawing No. SIG-DRW-001-001, Dated 18.06.2025
 - nn. External Signage - North Elevation, Issue 02, Drawing No. SIG-DRW-001-002, Dated 18.06.2025
 - oo. External Signage - West Elevation, Issue 02, Drawing No. SIG-DRW-001-003, Dated 18.06.2025
 - pp. External Signage - Elevation Set outs and view, Issue 02, Drawing No. SIG-DRW-S1.A-001, Dated 18.06.2025
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- qq. External Signage - West Elevation Set out and views, Issue 02, Drawing No. SIG-DRW-S1.A-001, Dated 18.06.2025
- rr. Traffic Impact Assessment, Prepared by pitt & Sherry, Rev00, Dated 26 February 2025
- ss. Flood Hazard Report, Prepared by ROC, Document No 25010-01, Rev A, Dated 24.02.2025
- tt. Environmental Site Assessment, Prepared by abacus environment, Reference ABE0122.01, Dated 29 June 2025
- uu. Ground Floor Plan with parking signage, Prepared by adm, Project No. 2024-22, Drawing No. A102, Issue A, Dated 27/02/2025, **Amended Plans Required**
- vv. Cover Sheet, Prepared by ROC Engineering Design, Job No. 25010, Drawing No.C00, Revision 11, Dated 21.02.2025
- ww. Civil Specification, Prepared by ROC Engineering Design, Job No. 25010, Drawing No.C01, Revision 1, Dated 21.02.2025
- xx. Sediment and Erosion Control Plan, Prepared by ROC Engineering Design, Job No. 25010, Drawing No.C20, Revision 1, Dated 21.02.2025
- yy. Sediment Control Details, Prepared by ROC Engineering Design, Job No. 25010, Drawing No.C25, Revision 1, Dated 21.02.2025
- zz. Stormwater Plan, Prepared by ROC Engineering Design, Job No. 25010, Drawing No.C40, Revision 1, Dated 21.02.2025
- aaa. Site Area Calculations, Prepared by ROC Engineering Design, Job No. 25010, Drawing No.C43, Revision 1, Dated 21.02.2025
- bbb. Waste Management Plan, Prepared by ROC Engineering Design, Document No. 25010 -01, Revision 1, Dated 28.02.2025

2. LEGAL TITLE

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

3. ROOFTOP PLANT ROOM SCREENING

The proposed plant room on the rooftop must be appropriately located and screened to minimise views from public viewpoints, to the satisfaction of the Senior Leader City Development.

4. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2025/00228-LCC dated 09/07/2025 and attached to the permit.

5. HOURS OF CONSTRUCTION

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

6. SIGNAGE CONTENT (STATIC)

Content of the sign may be updated or changed without separate approval of Council, subject to:

- a. The structure, location and size of the signage not changing.
- b. The content of the signage relating to the site.
- c. Compliance with the requirements of the planning scheme.

7. SIGN MAINTENANCE (STATIC)

The sign(s) must be constructed and maintained in good condition to the satisfaction of the Council.

8. SIGN ILLUMINATION (STATIC)

The illuminated signs permitted by this permit must have a maximum illumination level of either 8,000 lux or 3,600 lumens.

Flashing or intermittent lighting must not be used in the signs permitted by this permit.

9. NO FLASHING LIGHT - (ELECTRONIC SIGNS)

Flashing or intermittent lighting must not be used in the signs permitted by this permit.

10. REMOVAL OF REDUNDANT CROSSOVER

All redundant crossover should be removed and replaced with Asphalt footpath and concrete kerb and channel as per IPWEA Tasmanian standard drawings.

11. DRIVEWAY AND PARKING AREA CONSTRUCTION

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

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

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

12. AMENDED PLANS REQUIRED

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

1. Shared zone signage (with an appropriate speed limit) at the entrance to the car park.

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

13. DAMAGE TO COUNCIL INFRASTRUCTURE & ASSETS

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

14. 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.

15. SINGLE STORMWATER CONNECTIONS

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

16. APPLICATION TO ALTER A STORMWATER SERVICE

An application must be made using the Council's eServices web portal, or on the approved form, and accompanied by the prescribed fee to install a new connection, or physically remove/relocate or alter an existing service connection.

All work must be carried out by a suitably experienced contractor and in accordance with Council standards. All costs associated with these contractors are to be borne by the applicant.

17. 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.

18. 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 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.

19. SOIL AND WATER MANAGEMENT control plan

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

- a. Allotment boundaries, contours, approximate grades of slope and directions of fall.
- b. Location of adjoining roads, impervious surfaces, underground services and existing drainage.
- c. Location and types of all existing natural vegetation, the proposed location of topsoil stockpiles and the limit of clearing, grading and filling.
- d. Critical natural areas such as drainage lines, cliffs, wetlands and unstable ground.
- e. The estimated dates for the start and finish of the works.
- f. The erosion control practices to be used on the site such as cut off drains, fencing off areas to be undisturbed, revegetation program and so on.

- g. The sediment control practices to be used on site such as silt fencing, stabilised site access, filter screens for inlets to the drainage system, sediment traps and so on.
- h. Timing of the site rehabilitation or landscaping program.
- i. Outline of the maintenance program for the erosion and sediment controls.

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

20. 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.

21. AMENITY - COMMERCIAL / INDUSTRIAL USE

The construction phase and on-going use on this site must not adversely affect the amenity of the neighbouring properties and the general locality by reason of the processes carried on; the transportation of materials, goods or commodities to or from the subject land; the works or materials; the emission of noise (including waste collection), artificial light, glare, vibration, odour, smoke, dust, waste water, waste products, oil or any other source of nuisance.

22. EXTERIOR AND SECURITY LIGHTING

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

23. NO BURNING OF WASTE

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

24. 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.

25. POTENTIAL SITE CONTAMINATION - NEW INFORMATION

Any new information which comes to light during demolition or construction works that has the potential to alter previous conclusions about site contamination must be notified to Council (and the Environmental Protection Authority if relevant) immediately upon discovery. Works on site must immediately cease until the new information has been assessed. Works can only recommence:

- a) once the site has been assessed by a site contamination practitioner certified under the Environment Institute of Australia and New Zealand Inc's Certified Environmental Practitioners (Site Contamination) scheme; and
- b) in accordance with any additional recommended control measures as specified by the site contamination practitioner.

26. 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 DA0088/2025. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

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

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

B. Restrictive Covenants

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

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

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>>

C. 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.

D. Food Businesses

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

E. Noise Nuisance

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

The item was withdrawn from the agenda due to a lack of quorum. Councillor Cai declared an interest in the matter, resulting in an insufficient number of Councillors to consider the item, therefore the item could not be tabled.

In the opening of the meeting, Mayor Councillor M K Garwood, advised that the Chief Executive Officer may rely on the delegation approved by Council on 17 April 2025 under section 57(6) of the *Land Use Planning and Approvals Act 1993* to make a decision on this matter. This delegation is only exercisable in line with the Council officer's recommendation, where Council does not make an affirmative decision approving or refusing an application at a Council Meeting.

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

12. ANNOUNCEMENTS BY THE MAYOR

12.1. Mayor's Announcements

FILE NO: SF2375

Friday 25 July 2025

- Attended the Local Government Association Tasmania General Meeting, Invermay, Launceston
- Attended the Local Government Association Tasmania Annual General Meeting, Invermay, Launceston
- Attended Kings Meadows Bowls Club Grand Opening Ceremony, Kings Meadows, Launceston

Saturday 26 July 2025

- Attended the Local Government Association Mayor's and Deputy Mayor's workshop, Invermay, Launceston

Wednesday 30 July 2025

- Attended Newstead College Production, SIX, Newstead, Launceston

Friday 1 August 2025

- Officiated at agriCULTURED, Conversations in the City, Invermay, Launceston
- Facilitated "Ask the Mayor", Ravenswood shopping complex and Skate Park, Ravenswood, Launceston

Saturday 2nd August 2025

- Attended FermentHQ Launch, Legana
- Attended New Horizons Broadway Gala, Riverside

Monday 4 August 2025

- Officiated at Homelessness Week event, Town Hall, Launceston

Wednesday 6 August 2025

- Officiated at Citizenship Ceremony, Invermay, Launceston
- Attended Catholic Education Week Awards at St Thomas More Catholic School Hall, Newstead, Launceston
- Attended Launceston College Production, One More Time, Launceston

Thursday 7 August 2025

- Attended Tas Tafe Trade Excellence Award Ceremony, Launceston

Saturday 9 August 2025

- Attended Drift League, Symmons Plains.
- Attended Tasmanian DanceSport Championships, Launceston

Sunday 10 August 2025

- Officiated at South Esk Sprint Meet, Launceston Aquatic Centre, Launceston

Monday 11 August 2025

- Attended Improv Musical Theatre Launch, Launceston

Tuesday 12 August 2025

- Attended the St Lukes Wellness Hub, Partners Night, Launceston

Wednesday 13 August 2025

- Officiated at Launceston Aquatic Centre visit with Ariane Titmus, Launceston
- Attended Adaptivity Theatre Company, Much Ado About Not(h)ing performance, Launceston

Thursday 14 August 2025

- Officiated at the Grand Opening of the Design 10 showroom, 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.)

Councillor L M McMahon

- Recognised former Councillor Andrea Dawkins
- Sunday, 20 July 2025 - attended the Soroptimist International Launceston's Pamper Day.

Councillor A G Harris

- Friday, 1 August 2025 - attended a Community Meet and Greet with the Mayor in Ravenswood
- Friday, 1 August 2025 - attended the Franklin House Committee Meeting
- Tuesday, 19 August 2025 - visited Sarah McCormack and team at the Launceston Connection area in Waverley
- Wednesday, 20 August 2025 - co-hosted students of Kings Meadows High School on a tour of Town Hall Council Chambers.

Councillor S Cai

- Tuesday, 29 July 2025 - UTAS Scholarship Thank You Morning Tea
- Wednesday, 6 August 2025 - attended the Citizenship Ceremony at the Tramsheds
- Promoted the 2025 Heritage Sketch competition.

Councillor T G Walker

- Wednesday, 6 August 2025 - attended the Citizenship Ceremony and celebrated his daughter in law and his grandson becoming citizens.

Councillor A J Palmer

- Recognised former Councillors Professor George Razay and Andrea Dawkins
- Saturday, 9 August 2025 - hosted the 7th Dance Sport Tasmania Event at the Silverdome
- Monday -18 August 2025 - attended Vietnam Veterans Memorial Day at the Launceston Cenotaph
- Wednesday - 20 August 2025 - attended Community Advisory Committee on behalf of St Vincent de Paul

14. QUESTIONS BY COUNCILLORS

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

14.1. Questions on Notice by Councillors

Local Government (Meeting Procedures) Regulations 2025 - regulation 35

14.1.1. Questions on Notice by Councillors - Councillor T G Walker - Lindsay Street Traffic Lights - 31 July 2025

FILE NO: SF2375

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 31 July 2025 by Councillor T G Walker, has been answered by the Engineer- Infrastructure Planning.

Question:

I would like to know what information and statistics we have gained from the traffic light installation at the intersection of Invermay Road and Lindsay Street?

Response:

Since the traffic signals at the intersection of Invermay Road and Lindsay Street were turned on in early June, the pedestrian desire to cross at the intersection has been much higher than expected. This suggests that the intention of the signalisation - to improve the safety and amenity of the intersection and balance the demands for all modes of transport - has been largely successful.

It is noted due to the phasing of the signals and how they work in coordination with the rest of the network, when the pedestrian crossings were called in successive cycles there was not enough time left in the cycle for northbound through-traffic, leading to queues on Tamar Street and Boland Street. This is particularly notable when the crossing over the northern end of Tamar St Bridge (known as P3), is called regularly. These occasional peaks in pedestrian demand throughout the day caused significant spikes in travel times (up to an additional five minutes) on Tamar Street and Boland Street.

Council officers met with the Department of State Growth in mid-June, after being alerted to the congestion issues following the AFL game on Friday 13 June. A number of operational strategies were developed to resolve these issues. On 17 July State Growth implemented some of these changes, primarily the reordering of the signal phases and locking the cycle length at 100 seconds. This means that if the pedestrian crossing at the northern end of Tamar St Bridge is called, then the time is taken out of the Lindsay Street phase rather than the main north-south phase. The congestion on Boland Street and Tamar Street appears to have decreased, as spikes in travel time have become less frequent and less severe.

As per the table following, the pedestrian demand at the intersection roughly doubles on days when there is an AFL game. Before and after these games, the travel times on the surrounding network spike, with additional delays of 3-5 minutes. Similar levels of congestion occurred on AFL game days prior to the installation of the traffic signals at the intersection of Invermay Road and Lindsay Street. However, pedestrian safety at this intersection is considered to have been improved significantly due to the signalisation. State Growth are investigating further traffic signal operational strategies that can be applied specifically for events at Utas Stadium, to further improve efficiency at these times.

It is noted that from 25 - 27 July 2025 a button on the crossing at the northern end of the Tamar Street Bridge was stuck in the "on" position, which resulted in significant congestion over this weekend. State Growth resolved this issue on the Monday, and are investigating a permanent resolution so it doesn't happen again.

| Date | Comments | P1 | P2 | P3 | P4 |
|--------|--------------------|--------------|------------|-----------------|-------------|
| | | Barnards Way | Lindsay St | Tamar St Bridge | Invermay Rd |
| 6-Jun | | 74 | 91 | 75 | 45 |
| 10-Jun | | 82 | 116 | 85 | 37 |
| 11-Jun | | 73 | 133 | 81 | 35 |
| 12-Jun | | 113 | 127 | 101 | 46 |
| 13-Jun | AFL night game | 248 | 278 | 178 | 130 |
| 12-Jul | | 56 | 82 | 97 | 29 |
| 19-Jul | AFL afternoon game | 211 | 215 | 153 | 136 |
| 25-Jul | P3 button stuck on | 67 | 108 | 706 | 31 |
| 1-Aug | | 70 | 90 | 91 | 36 |

Table 1: Number of times pedestrian phase is called at Invermay Road / Lindsay Street (per day)

**14.1.2. Questions on Notice by Councillors - Councillor T G Walker - State
Government Learn to Swim - 31 July 2025**

FILE NO: SF2375

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 31 July 2025 by Councillor T G Walker, has been answered by the Senior Leader Community Connections.

Question:

Has there been discussions with the State Government in regards to what we can offer schools in the Learn to Swim space?

Response:

Following the closure of the Glen Dhu Pool, the Education Department engaged with the City of Launceston to secure the Launceston Leisure and Aquatic Centre (LAC) for the continued delivery of its own in-house Swimming and Water Safety Program. The program is fully managed and resourced by the Education Department, with more than 15,000 students participating each year.

Officers are not aware of any school students missing out on swim lessons.

14.2. Questions Without Notice by Councillors

Local Government (Meeting Procedures) Regulations 2025 - regulation 34

14.2.1. Questions Without Notice by Councillors - Councillor T G Walker - YMCA and St Vincent de Paul - 21 August 2025

1. [Regarding the YMCA refurbishment] It was previously the case that the YMCA were the beneficiaries of the land that Council leased to the supermarket next door. Will St. Vincent de Paul also be the beneficiaries of that income attached to that property?

The Mayor, Councillor M K Garwood, advised that this question would be Taken on Notice and an answer will be provided in the Agenda of the Council Meeting of 11 September 2025.

15. WRITTEN NOTICES OF MOTION

Local Government (Meeting Procedures) Regulations 2025 - regulation 19

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

16. COMMITTEE REPORTS

16.1. Cultural Advisory Committee Report - 4 June 2025 and 6 August 2025

FILE NO: SF7357

AUTHOR: Hannah Koch (Arts and Culture Officer)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To receive a report from the Cultural Advisory Committee Meeting held on 6 August 2025.

RECOMMENDATION:

That Council:

1. adopts the confirmed minutes from Cultural Advisory Committee Meeting on 4 June 2025.
2. receives the report from the Cultural Advisory Committee Meeting held on 6 August 2025, and
3. endorses the Cultural Advisory Committee's recommendation to award the contract to artist Georgia Hill for the installation of the agreed artwork as mural on the Seaport Levee Wall.

Henry Watson (Arts and Culture Officer) was in attendance to answer questions in respect of this item.

DECISION: 21 August 2025

MOTION

Moved Councillor T G Walker, seconded Councillor A J Britton.

That Council:

- 1. adopts the confirmed minutes from Cultural Advisory Committee Meeting on 4 June 2025.**
- 2. receives the report from the Cultural Advisory Committee Meeting held on 6 August 2025, and**
- 3. endorses the Cultural Advisory Committee's recommendation to award the contract to artist Georgia Hill for the installation of the agreed artwork as mural on the Seaport Levee Wall.**

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

17. CONNECTIONS AND LIVEABILITY

17.1. City of Mandurah Youth Services

FILE NO: SF0134

AUTHOR: Claudia Taylor (Youth Development Officer)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To receive a report on City of Mandurah's youth engagement model and consider potential implementation at City of Launceston.

RELEVANT LEGISLATION:

N/A

PREVIOUS COUNCIL CONSIDERATION:

Council - 13 February 2025 - Agenda Item 12.2 - Mayoral Report – Western Australia Visit – 2024

RECOMMENDATION:

That Council:

1. receives the report in response to the Mayoral Report on Thursday 13 February 2025 regarding the City of Mandurah's youth engagement model.
 2. considers Mandurah's youth engagement model for potential implementation in Launceston.
-

Michelle Ogulin (Senior Leader Livable Communities) and Claudia Taylor (Youth Development Officer) were in attendance to answer questions in respect of this item. A table of questions asked by Councillors during debate is provided after the decision.

DECISION: 21 August 2025

MOTION

Moved Councillor L M McMahon, seconded Councillor A J Britton.

That Council:

1. receives the report in response to the Mayoral Report on Thursday 13 February 2025 regarding the City of Mandurah's youth engagement model.
2. considers Mandurah's youth engagement model for potential implementation in Launceston.

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

| COUNCILLOR | QUESTION | RESPONSE |
|-----------------------|---|--|
| Councillor A G Harris | If we are to consider the City of Mandura's youth engagement model, what would be the process before we would go from spending \$160,000 to over a million dollars? | Mayor, Councillor M K Garwood <i>A report is coming to Council about how it would be implemented and will presented at Workshop.</i> |

17.2. Major Event Sponsorship Round 2 2025/2026

FILE NO: SF7671

AUTHOR: Angie Hart (Team Leader Visitation and Sponsorship)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider event sponsorship support for major events (round 2) in 2025/2026.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. approves the following major event sponsorship applications to receive the recommended sponsorship amount from the 2025/2026 major event sponsorship budget.

| Organisation | Event | Level assessed # | Score | \$Request | \$Assess | \$Recom |
|-----------------------------|---|------------------|-------|-----------------|-----------------|-----------------|
| Launceston Ukulele Jamboree | Launceston Ukulele Jamboree | Level 2 | 76% | \$20,000 | \$20,000 | \$15,000 |
| Fungi The Festival | Fungi the Festival | Level 2 | 75% | \$17,000 | \$17,000 | \$12,750 |
| Golf Australia | 2026 Men's & Women's Tasmanian Open & Inclusive Championships | Level 2 | 73% | \$20,000 | \$20,000 | \$15,000 |
| Tasmanian Turf Club Inc. | Ladbroke's Launceston Cup* | Level 2 | 73% | \$20,000 | \$20,000 | \$15,000 |
| Launceston BMX Club Inc. | Tassie Thunder 2026 | Level 2 | 68% | \$20,000 | \$20,000 | \$15,000 |
| Total | | | | \$97,000 | \$97,000 | \$72,750 |

Note that there are two levels in this category - Level 1: up to \$12,500; and Level 2: between \$12,501 and \$20,000.

* Alina Bain (Chamber of Commerce) abstained from the assessment of Ladbroke's Launceston Cup

DECISION: 21 August 2025

MOTION

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

That Council:

1. approves the following major event sponsorship applications to receive the recommended sponsorship amount from the 2025/2026 major event sponsorship budget.

| Organisation | Event | Level assessed # | Score | \$Request | \$Assess | \$Recom |
|-----------------------------|---|------------------|-------|-----------|----------|----------|
| Launceston Ukulele Jamboree | Launceston Ukulele Jamboree | Level 2 | 76% | \$20,000 | \$20,000 | \$15,000 |
| Fungi The Festival | Fungi the Festival | Level 2 | 75% | \$17,000 | \$17,000 | \$12,750 |
| Golf Australia | 2026 Men's & Women's Tasmanian Open & Inclusive Championships | Level 2 | 73% | \$20,000 | \$20,000 | \$15,000 |
| Tasmanian Turf Club Inc. | Ladbrokes Launceston Cup* | Level 2 | 73% | \$20,000 | \$20,000 | \$15,000 |
| Launceston BMX Club Inc. | Tassie Thunder 2026 | Level 2 | 68% | \$20,000 | \$20,000 | \$15,000 |
| Total | | | | \$97,000 | \$97,000 | \$72,750 |

Note that there are two levels in this category - Level 1: up to \$12,500; and Level 2: between \$12,501 and \$20,000.

* Alina Bain (Chamber of Commerce) abstained from the assessment of Ladbrokes Launceston Cup

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

17.3. Small Event Sponsorship Round 2 2025 2026

FILE NO: SF7672

AUTHOR: Laura Keith (Grants and Sponsorship Officer)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider event sponsorship support for small events (round 2) in 2025/2026.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. approves the following small event sponsorship applications to receive the recommended sponsorship amount from the 2025/2026 small event sponsorship budget.

| Organisation | Event | Score* | \$Request | \$Assess | \$Recom |
|--|---|--------|-----------------|-----------------|-----------------|
| Cancer Council Tasmania | Launceston Relay For Life 2026 | 79% | \$5,000 | \$5,000 | \$3,750 |
| Launceston Lions Sport Club Inc. | Sri Lankan New Year Festival 2026 | 78% | \$5,000 | \$5,000 | \$3,750 |
| World Street Eats | World Street Eats | 78% | \$5,000 | \$5,000 | \$3,750 |
| Tasmanian Brick Enthusiasts Inc. | Brixhibition Launceston 2026 | 76% | \$5,000 | \$5,000 | \$3,750 |
| Circlarity | Small Steps with Sustainability | 70% | \$5,000 | \$5,000 | \$3,750 |
| Community of St Patricks River District (Tas) Inc. | St Patricks River District Day | 69% | \$5,000 | \$5,000 | \$3,750 |
| Northern Tasmanian Croquet Centre Inc. | Northern Tasmanian Easter Croquet Tournament 2026 | 69% | \$1,000 | \$1,000 | \$750 |
| Launceston and Henley Regatta Association | The Launceston and Henley Regatta | 68% | \$5,000 | \$5,000 | \$3,750 |
| Friends of the Library Launceston Inc. | Live at the Library (LatL) | 66% | \$3,000 | \$3,000 | \$2,250 |
| South Esk Amateur Swimming Club Inc. | South Esk Swimming Sprint Meet 2026 | 64% | \$4,747 | \$4,747 | \$3,561 |
| Run Launnie | Run Launnie | 64% | \$2,274 | \$2,274 | \$1,706 |
| Tas Crackers | Launceston Community Cracker Night | 60% | \$5,000 | \$5,000 | \$2,500 |
| Katie Barron | Wobble | 58% | \$2,920 | \$2,920 | \$1,460 |
| Launceston Walking Club | Walking Wild Tasmania | 56% | \$5,000 | \$5,000 | \$2,500 |
| Total | | | \$58,941 | \$58,941 | \$40,977 |

*Scores have been rounded to the nearest whole number.

DECISION: 21 August 2025

MOTION

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

That Council:

1. approves the following small event sponsorship applications to receive the recommended sponsorship amount from the 2025/2026 small event sponsorship budget.

| Organisation | Event | Score* | \$Request | \$Assess | \$Recom |
|--|---|--------|-----------------|-----------------|-----------------|
| Cancer Council Tasmania | Launceston Relay For Life 2026 | 79% | \$5,000 | \$5,000 | \$3,750 |
| Launceston Lions Sport Club Inc. | Sri Lankan New Year Festival 2026 | 78% | \$5,000 | \$5,000 | \$3,750 |
| World Street Eats | World Street Eats | 78% | \$5,000 | \$5,000 | \$3,750 |
| Tasmanian Brick Enthusiasts Inc. | Brixhibition Launceston 2026 | 76% | \$5,000 | \$5,000 | \$3,750 |
| Circularity | Small Steps with Sustainability | 70% | \$5,000 | \$5,000 | \$3,750 |
| Community of St Patricks River District (Tas) Inc. | St Patricks River District Day | 69% | \$5,000 | \$5,000 | \$3,750 |
| Northern Tasmanian Croquet Centre Inc. | Northern Tasmanian Easter Croquet Tournament 2026 | 69% | \$1,000 | \$1,000 | \$750 |
| Launceston and Henley Regatta Association | The Launceston and Henley Regatta | 68% | \$5,000 | \$5,000 | \$3,750 |
| Friends of the Library Launceston Inc. | Live at the Library (LatL) | 66% | \$3,000 | \$3,000 | \$2,250 |
| South Esk Amateur Swimming Club Inc. | South Esk Swimming Sprint Meet 2026 | 64% | \$4,747 | \$4,747 | \$3,561 |
| Run Launnie | Run Launnie | 64% | \$2,274 | \$2,274 | \$1,706 |
| Tas Crackers | Launceston Community Cracker Night | 60% | \$5,000 | \$5,000 | \$2,500 |
| Katie Barron | Wobble | 58% | \$2,920 | \$2,920 | \$1,460 |
| Launceston Walking Club | Walking Wild Tasmania | 56% | \$5,000 | \$5,000 | \$2,500 |
| Total | | | \$58,941 | \$58,941 | \$40,977 |

*Scores have been rounded to the nearest whole number.

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

18. QUEEN VICTORIA MUSEUM AND ART GALLERY (QVMAG)

No Items were identified as part of these Minutes.

19. COMMUNITY ASSETS AND DESIGN

19.1. Urban and Rural Road Weed Management - CD008/2025

FILE NO: CD008/2025

AUTHOR: Dean Edsall (Senior Leader City Amenities)

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

DECISION STATEMENT:

To consider the recommendation to award the contract in respect of CD008/2025 - Urban Rural Road Weed Management

RELEVANT LEGISLATION:

Local Government (General) Regulations 2025

RECOMMENDATION:

That Council:

1. accepts the tender submitted by All Weed Solutions for the Urban and Rural Road Weed Management, Contract No. CD008/2025 be accepted at a cost of \$176,680 (exclusive of GST) per year for two (2) years from 1 September 2025 – 30 August 2027, with an option to renew for up to a further two (2) years.

Dean Edsall (Senior Leader City Amenities), Greg Oliver (Team Leader Road Services) and Matt Morgan (Team Leader Procurement) were in attendance to answer questions in respect of this item.

DECISION: 21 August 2025

MOTION

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

That Council:

- 1. accepts the tender submitted by All Weed Solutions for the Urban and Rural Road Weed Management, Contract No. CD008/2025 be accepted at a cost of \$176,680 (exclusive of GST) per year for two (2) years from 1 September 2025 – 30 August 2027, with an option to renew for up to a further two (2) years.**

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

20. DELIVERY AND PERFORMANCE

20.1. 2024/2025 Budget - Budget Amendments

FILE NO: SF6817/SF7334

AUTHOR: Pieta Sinfield (Acting Senior Leader Finance)

APPROVER: Roxanne Chugg (Executive Leader Delivery and Performance)

DECISION STATEMENT:

For Council to:

1. consider changes to the Council's 2024/2025 Statutory Estimates.

A decision for Recommendation 1. requires an absolute majority of Council in accordance with section 82(4) of the Local Government Act 1993 (Tas).

2. consider adjustments made during 1 June 2025 to 30 June 2025 by the Chief Executive Officer to the 2024/2025 Budget.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993 (Tas)* and by an absolute majority, approves the following changes to the 2024/2025 Statutory Estimates:
 - (a) Revenue
 - i. the net decrease in the revenue from external grants and contributions of \$7,866,610.
 - (b) Expenses
 - i. the net increase in operations expenditure of \$1,443,763.
 - (c) Capital Works Expenditure
 - i. the decrease in the Council's funded expenditure of \$1,363,088
 - ii. the net decrease in expenditure from external funds of \$7,947,285.

-
2. notes that amendments from Recommendation 1. result in:
 - (a) the operating deficit being amended to \$3,125,361 (including capital grants of \$11,430,244 and other adjustments of \$5,000,000) for 2024/2025.
 - (b) the capital budget being decreased to \$37,224,690 for 2024/2025.
 3. pursuant to section 82(7) of the *Local Government Act 1993* (Tas), receives the Chief Executive Officer's report on adjustments to the 2024/2025 budget for the period 1 June 2025 to 30 June 2025.
-

A table of questions asked by Councillors during debate is provided after the decision.

DECISION: 21 August 2025

MOTION

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

That Council:

1. pursuant to section 82(4) of the *Local Government Act 1993* (Tas) and by an absolute majority, approves the following changes to the 2024/2025 Statutory Estimates:
 - (a) Revenue
 - i. the net decrease in the revenue from external grants and contributions of \$7,866,610.
 - (b) Expenses
 - i. the net increase in operations expenditure of \$1,443,763.
 - (c) Capital Works Expenditure
 - i. the decrease in the Council's funded expenditure of \$1,363,088
 - ii. the net decrease in expenditure from external funds of \$7,947,285.
2. notes that amendments from Recommendation 1. result in:
 - (a) the operating deficit being amended to \$3,125,361 (including capital grants of \$11,430,244 and other adjustments of \$5,000,000) for 2024/2025.
 - (b) the capital budget being decreased to \$37,224,690 for 2024/2025.
3. pursuant to section 82(7) of the *Local Government Act 1993* (Tas), receives the Chief Executive Officer's report on adjustments to the 2024/2025 budget for the period 1 June 2025 to 30 June 2025.

CARRIED BY ABSOLUTE MAJORITY 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

| COUNCILLOR | QUESTION | RESPONSE |
|------------------|---|--|
| Councillor S Cai | Can I ask what the Paterson Street Central redevelopment project is? | Executive Leader Delivery and Performance <i>This question was Taken on Notice and a response will be provided in the Council Agenda of the 11 September 2025.</i> |
| | Project number OP22869 which is the Heritage Advisory Committee. I've noticed that the current approved amount is \$20,000 and \$7,000 has been transferred out of it. Now this is for what has already gone and not for what is coming. Would that be correct? | Executive Leader Delivery and Performance <i>This question was Taken on Notice and a response will be provided in the Council Agenda of the 11 September 2025.</i> |
| | I've noticed that we have transferred \$17,500 to the new budget for wall-mounted breathalyzers, can you explain this? | Executive Leader Delivery and Performance <i>The wall mounted breathalyzers have been installed to support our new random testing policy in terms of alcohol and other drugs in the workplace. The wall mounted breathalyzers have been installed so our people can self-test before they commence work.</i> |

20.2. Audit Panel Meeting - 19 May 2025

FILE NO: SF3618

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

APPROVER: Roxanne Chugg (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To receive a report from the Audit Panel for the meeting held on 19 May 2025.

RECOMMENDATION:

That Council:

1. receives the report from the Audit Panel Meeting held on 19 May 2025.
-

DECISION: 21 August 2025

MOTION

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

That Council:

1. receives the report from the Audit Panel Meeting held on 19 May 2025.

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

20.3. Disposal of Council's Interest in Easement in SP141649 at 76 Cimitiere Street, Launceston

FILE NO: MISC0010/2025

AUTHOR: Michelle Grey (Properties and Legal Officer)

APPROVER: Chelsea van Riet (Executive Leader Community Assets and Design) and Roxanne Chugg (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the disposal of Council's interest in an easement in Sealed Plan SP141649.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Building and Miscellaneous Provisions) Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Workshop – 17 July 2025 – Amendment of Sealed Plan – 76 Cimitiere Street

RECOMMENDATION:

That Council:

1. notes the Valuer-General's Land Valuation for the land and the approximate value of the relevant easement existing in Sealed Plan SP 141649 calculated based on the land area (Doc Set ID 5265324, Attachment 1);

An extract of the relevant easement is shown in the plan below:



2. pursuant to section 177 of the *Local Government Act 1993* (Tas), decides, by absolute majority, to dispose of its interest in the easement affected by the petition to amend Sealed Plan SP141649 (ECM Doc Set ID 5218443, Attachment 2) for up to \$1.00, plus all relevant costs including the Council's fee on disposal of \$1,732.00 plus GST;
3. notes that the consequent amendment to Sealed Plan SP141649 will be made by the Council's officers under delegated authority, or otherwise by Council or Council Committee if any person asks to be heard;
4. authorises the Chief Executive Officer to do all things and exercise all functions and/or powers necessary to cause the easement to be disposed of in accordance with these recommendations; and
5. 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).

Michelle Grey (Properties and Legal Officer) was in attendance to answer questions in respect of this item.

DECISION: 21 August 2025

MOTION

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

That Council:

1. **notes the Valuer-General's Land Valuation for the land and the approximate value of the relevant easement existing in Sealed Plan SP 141649 calculated based on the land area (Doc Set ID 5265324, Attachment 1);**

An extract of the relevant easement is shown in the plan below:



2. pursuant to section 177 of the *Local Government Act 1993* (Tas), decides, by absolute majority, to dispose of its interest in the easement affected by the petition to amend Sealed Plan SP141649 (ECM Doc Set ID 5218443, Attachment 2) for up to \$1.00, plus all relevant costs including the Council's fee on disposal of \$1,732.00 plus GST;
3. notes that the consequent amendment to Sealed Plan SP141649 will be made by the Council's officers under delegated authority, or otherwise by Council or Council Committee if any person asks to be heard;
4. authorises the Chief Executive Officer to do all things and exercise all functions and/or powers necessary to cause the easement to be disposed of in accordance with these recommendations; and
5. notes, for the avoidance of doubt, that Chief Executive Officer is a term of reference for the General Manager within the meaning of the *Local Government Act 1993* (Tas).

CARRIED BY ABSOLUTE MAJORITY 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

20.4. Committee Membership and Terms of Reference for the Chief Executive Officer's Contract and Performance Review Committee

FILE NO: SF5695

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Roxanne Chugg (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the appointment of all Councillors as members of the Chief Executive Officer's Contract and Performance Review Committee and approval of the updated Chief Executive Officer's Contract and Performance Review Committee.

Pursuant to regulation 22 of the Local Government (General) Regulations 2025, Recommendation 1 of this decision requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Local Government (Meeting Procedures) Regulations 2025

PREVIOUS COUNCIL CONSIDERATION:

Council - 17 October 2024 - Agenda Item 20.4. Chief Executive Officer's Contract and Performance Review Committee Terms of Reference

Closed Council - 10 July 2025 - Agenda Item 24.8 Notice of Motion - Proposed Change to the Chief Executive Officer's Contract and Performance Review Committee

RECOMMENDATION:

That Council:

1. pursuant to regulation 22 of the *Local Government (Meeting Procedures) Regulations 2025* and by absolute majority, rescinds the decision made at the Council Meeting on 17 October 2024 to appoint Councillor A G Harris, Councillor A J Palmer and Councillor A E Dawkins as Committee members for the Chief Executive Officer's Contract and Performance Review Committee, in addition to Mayor, Councillor M K Garwood and Deputy Mayor, Councillor D H McKenzie.
2. approves the appointment of all Councillors as members of the Chief Executive Officer's Contract and Performance Review Committee.
3. approves the updated Chief Executive Officer's Contract and Performance Review Committee Terms of Reference (14-ToRx-004) (ECM Doc Set Id 5138238) as follows:

Chief Executive Officer's Contract and Performance Review Committee Terms of Reference

The Chief Executive Officer's Contract and Performance Review Committee is a council committee established pursuant to section 23(1) of the *Local Government Act 1993* (Tas).

For the avoidance of doubt, that Chief Executive Officer is a term of reference for General Manager within the meaning of the *Local Government Act 1993* (Tas) (the Act).

PURPOSE

The purpose of the Chief Executive Officer's Contract and Performance Review Committee (Committee) is to uphold the requirements of the Act in relation to performance management of the Chief Executive Office (CEO) as per the CEO's employment contract.

The Committee will undertake an annual performance review of the Chief Executive Officer's performance against planned objectives in accordance with the employment agreement.

The Committee will obtain and consider the advice of an appropriately qualified person to support the establishment of performance objectives, and the conduct of the remuneration review, as described in the *Local Government (Appointment and Performance of General Managers) Order 2024*.

ROLE AND RESPONSIBILITIES

- Annual review is completed, no later than 31 July
- The review of the CEO's performance will be conducted in a manner determined and agreed between the CEO and the Committee. The review must:
 - be conducted in accordance with the relevant legislation and employee agreements, and, performance criteria;
 - measure the CEO's achievement of performance against the annual performance agreement process;
 - evaluate the CEO's adherence to the Position Description; and
 - conduct remuneration review in accordance with the CEO's employment agreement
- The Council and CEO will discuss the outcomes of the performance review and a record of the performance review and discussion will be placed on the CEO's personnel file
- Review the remuneration and any other conditions of employment of the CEO
- Ensure that the CEO is provided with 28-day' notice, prior to any performance review meetings that the CEO is required to attend
- Council is to ensure the CEO is treated fairly, equitably, and without discrimination in the conduct of the annual performance review cycle
- If required, Councillors are to provide feedback on the CEO's performance by submitting it in writing to the chair, who will ensure it is considered at the committee meeting

The Committee will undertake the CEO's annual performance review in accordance with the following process:

Council:

- Engage a suitably qualified and experienced external person to conduct the CEO's performance review, and commence setting of new annual key performance indicators;
- Engage a suitably qualified and experienced external person to facilitate a 360-degree appraisal of the CEO's performance, annually, and 360 participants must be mutually agreed;
- Instigate, if necessary, the update of the CEO's Position Description, personal performance agreement expectations, and employment contract by mutual agreement; and
- Consider whether the CEO's Position Description, performance agreement expectations, and employment contract require amendments to ensure alignment with the Council's strategic objectives

CEO:

- If required, the CEO may provide feedback on matters to be considered at the performance review in writing to the Chair, who will ensure it is considered at the committee meeting;
- That Council is to provide the CEO with the opportunity to present outcomes achieved against the performance agreement, as a component of the performance review process; and
- Ensure that administrative support is provided by an appropriate Council Officer

DELEGATED AUTHORITY

The Council will engage at least one individual who is not a councillor and who, may at the Council's discretion, be appointed to conduct the performance assessment. The individual is to provide guidance to the Council on contemporary human resource practices and procedure in relation to this work. The appointed person must;

- I. hold experience in the recruitment of senior management personnel; and
- II. hold relevant qualifications in contemporary human resource practices and procedures

The Mayor is the responsible liaison, on behalf of the Council, with the CEO in relation to the performance. The mayor may delegate these functions to the deputy mayor, as outlined in section 27 (1)(g) of the Act.

MEMBERSHIP

The Committee is comprised of all Councillors, including the Mayor, and Deputy Mayor.

TERMS OF APPOINTMENT

- Excluding the membership of the Mayor and Deputy Mayor, the Committee's membership will be reviewed every two years.
- Where a Councillor has resigned from office, the newly elected member will assume the roles and responsibilities as outlined in the relevant section of this Terms of Reference.

CHAIR OF THE COMMITTEE

- The Mayor is the Chair of the Committee.
- If the Mayor is absent from a meeting or part of a meeting, the Deputy Mayor as assume the role of Chair for the absence.
- The role of the Chair is to facilitate the conduct of meetings in accordance with the *Local Government (Meeting Procedures) Regulations 2025 (the Regulations)*.

MEETING ARRANGEMENTS

The Committee will meet annually or as required at the discretion of the Committee following consultation with the CEO, on days and times to be determined by the Committee at its first meeting for the performance review cycle.

A meeting is not to start before 5.00pm unless determined by simple majority of the Committee.

The days and times of meetings will be published in keeping with the requirements for a council committee, as detailed in the Regulations.

MEETING QUORUM

A quorum is seven Councillors, at least one of whom must be the Mayor or Deputy Mayor. If a quorum cannot be achieved, the meeting is to be postponed and reconvened at a later date. If at any time during a meeting the required quorum is no longer present, the Chair is to adjourn the meeting until the quorum is present or until a later date, unless the quorum is likely to be present at the next item of business, pursuant to section 13 of the Regulations.

MEETING NOTICES

- Notice of meetings will be issued as required by the Regulations.
- Meeting minutes will be presented at the next ordinary council meeting in closed session for transparency and completeness.
- Meeting Agendas, Minutes and meeting papers will be distributed to all Committee members via email at least four clear days of the scheduled Meeting.
- A Committee Member may request an item to be included on the Agenda by advising the Chair at least eight working days prior to a Meeting.
- Minutes of Committee meetings will be kept in accordance with the Regulations and circulated to Committee Members following the Meeting.

MEETING PROCEDURES

The meeting procedures for the Committee are set out in the Regulations.

PUBLIC ACCESS TO MEETINGS AND DOCUMENTS

Subject to a decision of the Committee by simple majority at each of its meetings, meetings of the Chief Executive Officer's Contract and Performance Review Committee will be held in closed session pursuant to regulation 15(2)(a) of the Regulations.

As is required by the Regulations, the Committee will consider while in closed session whether any discussions, decisions reports or documents are to remain confidential or released to the public, taking into account privacy and confidentiality issues.

AMENDMENT TO THE TERMS OF REFERENCE

The Committee and the Chief Executive Officer will be invited to comment on any amendment to these terms of reference that may be proposed by the Council.

INTERPRETATION

Any disputes in relation to the interpretation or application of these terms of reference that are not able to be resolved by the Committee will be determined by the Council.

CODE OF CONDUCT

All Committee members must adhere to the Code of Conduct for Councillors.

ORGANISATIONAL VALUES

The Committee will conduct itself in a manner that supports the City of Launceston's organisational values.



CONFLICT OF INTEREST

If a committee member has an interest in any matter to be discussed in the meeting, they must declare a conflict of interest in it at the commencement of the meeting. A declared interest will result in the inability for that member to be involved in the discussion of that matter. The committee member must withdraw from the meeting during the discussion of the matter and can return to the meeting at the conclusion of the item.

Declarations of interest will be minuted and the times that committee members are absent from the meeting due to a declaration of interest will also be recorded at the appropriate item in the minutes.

OTHER MATTERS

The Committee will have reasonable access to resources to meet its purpose, with due regard to the budgetary and other resourcing constraints of Council.

The Committee will consider relevant laws, regulations and guidelines in its approach to monitoring the performance of the Chief Executive Officer.

The Committee and the Chief Executive Officer will approach negotiations on matters within the Committee's remit in good faith.

The Office of the Mayor will provide administrative support to the Committee, including coordination of agendas and minutes, and will act as a point of contact to all Committee members and the qualified independent person.

CONTACT WITH THE COMMITTEE

Members of the public who wish to make contact with the Committee may address correspondence to:

Chief Executive Officer's Contract and Performance Review Committee

In person: Town Hall, St John Street, Launceston

Email: contactus@launceston.tas.gov.au

Via Post: PO Box 396, Launceston TAS 7250.

RELATED POLICIES AND PROCEDURES

[**Code of Conduct Framework for Tasmanian councillors**](#)

REVIEW

These Terms of Reference will be reviewed each time there is a change in membership of the Committee, or earlier if determined by Council.

Sam Johnson OAM (Chief Executive Officer) withdrew from the meeting at 11:48am

Esther Counsel (Senior Leader Governance) was in attendance to answer questions in respect of this item. A table of questions asked by Councillors during debate is provided after the decision.

DECISION: 21 August 2025

MOTION

Moved Councillor S Cai, seconded Councillor T G Walker.

That Council:

- 1. pursuant to regulation 22 of the *Local Government (Meeting Procedures) Regulations 2025* and by absolute majority, rescinds the decision made at the Council Meeting on 17 October 2024 to appoint Councillor A G Harris, Councillor A J Palmer and Councillor A E Dawkins as Committee members for the Chief Executive Officer's Contract and Performance Review Committee, in addition to Mayor, Councillor M K Garwood and Deputy Mayor, Councillor D H McKenzie.**
- 2. approves the appointment of all Councillors as members of the Chief Executive Officer's Contract and Performance Review Committee.**
- 3. approves the updated Chief Executive Officer's Contract and Performance Review Committee Terms of Reference (14-ToRx-004) (ECM Doc Set Id 5138238) as follows:**

Chief Executive Officer's Contract and Performance Review Committee Terms of Reference

The Chief Executive Officer's Contract and Performance Review Committee is a council committee established pursuant to section 23(1) of the *Local Government Act 1993* (Tas).

For the avoidance of doubt, that Chief Executive Officer is a term of reference for General Manager within the meaning of the *Local Government Act 1993* (Tas) (the Act).

PURPOSE

The purpose of the Chief Executive Officer's Contract and Performance Review Committee (Committee) is to uphold the requirements of the Act in relation to performance management of the Chief Executive Office (CEO) as per the CEO's employment contract.

The Committee will undertake an annual performance review of the Chief Executive Officer's performance against planned objectives in accordance with the employment agreement.

The Committee will obtain and consider the advice of an appropriately qualified person to support the establishment of performance objectives, and the conduct of the remuneration review, as described in the *Local Government (Appointment and Performance of General Managers) Order 2024*.

ROLE AND RESPONSIBILITIES

- Annual review is completed, no later than 31 July
- The review of the CEO's performance will be conducted in a manner determined and agreed between the CEO and the Committee. The review must:
 - be conducted in accordance with the relevant legislation and employee agreements, and, performance criteria;
 - measure the CEO's achievement of performance against the annual performance agreement process;
 - evaluate the CEO's adherence to the Position Description; and
 - conduct remuneration review in accordance with the CEO's employment agreement
- The Council and CEO will discuss the outcomes of the performance review and a record of the performance review and discussion will be placed on the CEO's personnel file
- Review the remuneration and any other conditions of employment of the CEO
- Ensure that the CEO is provided with 28-day' notice, prior to any performance review meetings that the CEO is required to attend
- Council is to ensure the CEO is treated fairly, equitably, and without discrimination in the conduct of the annual performance review cycle
- If required, Councillors are to provide feedback on the CEO's performance by submitting it in writing to the chair, who will ensure it is considered at the committee meeting

The Committee will undertake the CEO's annual performance review in accordance with the following process:

Council:

- Engage a suitably qualified and experienced external person to conduct the CEO's performance review, and commence setting of new annual key performance indicators;
- Engage a suitably qualified and experienced external person to facilitate a 360-degree appraisal of the CEO's performance, annually, and 360 participants must be mutually agreed;
- Instigate, if necessary, the update of the CEO's Position Description, personal performance agreement expectations, and employment contract by mutual agreement; and
- Consider whether the CEO's Position Description, performance agreement expectations, and employment contract require amendments to ensure alignment with the Council's strategic objectives

CEO:

- If required, the CEO may provide feedback on matters to be considered at the performance review in writing to the Chair, who will ensure it is considered at the committee meeting;
- That Council is to provide the CEO with the opportunity to present outcomes achieved against the performance agreement, as a component of the performance review process; and
- Ensure that administrative support is provided by an appropriate Council Officer

DELEGATED AUTHORITY

The Council will engage at least one individual who is not a councillor and who, may at the Council's discretion, be appointed to conduct the performance assessment. The individual is to provide guidance to the Council on contemporary human resource practices and procedure in relation to this work. The appointed person must;

- I. hold experience in the recruitment of senior management personnel; and
- II. hold relevant qualifications in contemporary human resource practices and procedures

The Mayor is the responsible liaison, on behalf of the Council, with the CEO in relation to the performance. The mayor may delegate these functions to the deputy mayor, as outlined in section 27 (1)(g) of the Act.

MEMBERSHIP

The Committee is comprised of all Councillors, including the Mayor, and Deputy Mayor.

TERMS OF APPOINTMENT

- Excluding the membership of the Mayor and Deputy Mayor, the Committee's membership will be reviewed every two years.
- Where a Councillor has resigned from office, the newly elected member will assume the roles and responsibilities as outlined in the relevant section of this Terms of Reference.

CHAIR OF THE COMMITTEE

- The Mayor is the Chair of the Committee.
- If the Mayor is absent from a meeting or part of a meeting, the Deputy Mayor as assume the role of Chair for the absence.
- The role of the Chair is to facilitate the conduct of meetings in accordance with the *Local Government (Meeting Procedures) Regulations 2025 (the Regulations)*.

MEETING ARRANGEMENTS

The Committee will meet annually or as required at the discretion of the Committee following consultation with the CEO, on days and times to be determined by the Committee at its first meeting for the performance review cycle.

A meeting is not to start before 5.00pm unless determined by simple majority of the Committee.

The days and times of meetings will be published in keeping with the requirements for a council committee, as detailed in the Regulations.

MEETING QUORUM

A quorum is seven Councillors, at least one of whom must be the Mayor or Deputy Mayor. If a quorum cannot be achieved, the meeting is to be postponed and reconvened at a later date. If at any time during a meeting the required quorum is no longer present, the Chair is to adjourn the meeting until the quorum is present or until a later date, unless the quorum is likely to be present at the next item of business, pursuant to section 13 of the Regulations.

MEETING NOTICES

- Notice of meetings will be issued as required by the Regulations.
- Meeting minutes will be presented at the next ordinary council meeting in closed session for transparency and completeness.
- Meeting Agendas, Minutes and meeting papers will be distributed to all Committee members via email at least four clear days of the scheduled Meeting.
- A Committee Member may request an item to be included on the Agenda by advising the Chair at least eight working days prior to a Meeting.
- Minutes of Committee meetings will be kept in accordance with the Regulations and circulated to Committee Members following the Meeting.

MEETING PROCEDURES

The meeting procedures for the Committee are set out in the Regulations.

PUBLIC ACCESS TO MEETINGS AND DOCUMENTS

Subject to a decision of the Committee by simple majority at each of its meetings, meetings of the Chief Executive Officer's Contract and Performance Review Committee will be held in closed session pursuant to regulation 15(2)(a) of the Regulations.

As is required by the Regulations, the Committee will consider while in closed session whether any discussions, decisions reports or documents are to remain confidential or released to the public, taking into account privacy and confidentiality issues.

AMENDMENT TO THE TERMS OF REFERENCE

The Committee and the Chief Executive Officer will be invited to comment on any amendment to these terms of reference that may be proposed by the Council.

INTERPRETATION

Any disputes in relation to the interpretation or application of these terms of reference that are not able to be resolved by the Committee will be determined by the Council.

CODE OF CONDUCT

All Committee members must adhere to the Code of Conduct for Councillors.

ORGANISATIONAL VALUES

The Committee will conduct itself in a manner that supports the City of Launceston's organisational values.



**Our people
matter**



**We care about
our community**



**We bring an
open mind**



**We go home
safe and well**

CONFLICT OF INTEREST

If a committee member has an interest in any matter to be discussed in the meeting, they must declare a conflict of interest in it at the commencement of the meeting. A declared interest will result in the inability for that member to be involved in the discussion of that matter. The committee member must withdraw from the meeting during the discussion of the matter and can return to the meeting at the conclusion of the item.

Declarations of interest will be minuted and the times that committee members are absent from the meeting due to a declaration of interest will also be recorded at the appropriate item in the minutes.

OTHER MATTERS

The Committee will have reasonable access to resources to meet its purpose, with due regard to the budgetary and other resourcing constraints of Council.

The Committee will consider relevant laws, regulations and guidelines in its approach to monitoring the performance of the Chief Executive Officer.

The Committee and the Chief Executive Officer will approach negotiations on matters within the Committee's remit in good faith.

The Office of the Mayor will provide administrative support to the Committee, including coordination of agendas and minutes, and will act as a point of contact to all Committee members and the qualified independent person.

CONTACT WITH THE COMMITTEE

Members of the public who wish to make contact with the Committee may address correspondence to:

Chief Executive Officer's Contract and Performance Review Committee

In person: Town Hall, St John Street, Launceston
Email: contactus@launceston.tas.gov.au
Via Post: PO Box 396, Launceston TAS 7250.

RELATED POLICIES AND PROCEDURES

[Code of Conduct Framework for Tasmanian councillors](#)

REVIEW

These Terms of Reference will be reviewed each time there is a change in membership of the Committee, or earlier if determined by Council.

CARRIED BY ABSOLUTE MAJORITY 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

| COUNCILLOR | QUESTION | RESPONSE |
|-----------------------|--------------------------------|---|
| Councillor A G Harris | When is the next meeting date? | <i>Mayor, Councillor M K Garwood</i> 28 August 2025. |

21. STRATEGY AND INNOVATION

21.1. Non-Application of Public Tender Process - Procurement of ESRI ArcGIS Software

FILE NO: SF2577

AUTHOR: Alexander Crothers (Team Leader Strategy, Economic Development and Analytics)

APPROVER: Jane Lewis (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

To consider action in respect of the procurement of ESRI ArcGIS software through renewal of a three year ESRI Local Government Enterprise Agreement (LGEA).

Pursuant to regulation 28 of the Local Government (General) Regulations 2025, Recommendation 1 of this decision requires an absolute majority of Council.

RELEVANT LEGISLATION:

Local Government (General) Regulations 2025

PREVIOUS COUNCIL CONSIDERATION:

Council - 16 November 2023 - 15.4 - Non-Application of Public Tender Process

RECOMMENDATION:

That Council:

1. pursuant to section 28(i) of the *Local Government (General) Regulations 2025* resolves by absolute majority that the public tender process not be applied to the procurement of ESRI ArcGIS software for the following reasons:
 - (i) the procurement relates to the continuation of an existing service which City of Launceston has sourced from ESRI Australia Pty Ltd since 1999.
 - (ii) the ESRI ArcGIS software underpins many services delivered daily by City of Launceston, including property, mapping, location and planning services.
 - (iii) City of Launceston has invested significantly in the development of business processes and in the customisation of linked software.
 - (iv) 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.
 2. approves the renewal for ArcGIS Software under the ESRI Local Government Enterprise Agreement (LGEA) which expires on 5th of November 2025. Cost \$399,749 (ex GST) over three years
-

Sam Johnson OAM (Chief Executive Officer) re-attended the meeting at 11:52am

Sarah McRobbie (Senior Leader Innovation and Performance) and Alexander Crothers (Team Leader Strategy, Economic Development and Analytics) were in attendance to answer questions in respect of this item. A table of questions asked by Councillors during debate is provided after the decision.

DECISION: 21 August 2025

MOTION

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

That Council:

1. pursuant to section 28(i) of the *Local Government (General) Regulations 2025* resolves by absolute majority that the public tender process not be applied to the procurement of ESRI ArcGIS software for the following reasons:
 - (i) the procurement relates to the continuation of an existing service which City of Launceston has sourced from ESRI Australia Pty Ltd since 1999.
 - (ii) the ESRI ArcGIS software underpins many services delivered daily by City of Launceston, including property, mapping, location and planning services.
 - (iii) City of Launceston has invested significantly in the development of business processes and in the customisation of linked software.
 - (iv) 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.
2. approves the renewal for ArcGIS Software under the ESRI Local Government Enterprise Agreement (LGEA) which expires on 5th of November 2025. Cost \$399,749 (ex GST) over three years

CARRIED BY ABSOLUTE MAJORITY 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

| COUNCILLOR | QUESTION | RESPONSE |
|-----------------------|--|---|
| Councillor A G Harris | I ask for an update from the officer as to why we find ourselves in the non-application of a public tender process having understood that certain software is often only available and to continue to use it it's necessary but I'll let you tell me the background. | <p>Team Leader Strategy, Economic Development and Analytics</p> <p><i>It is an enterprise agreement, so it is over a three-year period, which gives us a lot greater advantage rather than just paying for annual maintenance, which would have been the case probably several years ago. We have moved to this enterprise agreement with ESRI Australia. That gives us significant access to a lot more of the usual software that we would get under a maintenance agreement. It enables us to roll out the software mapping applications to staff. In the report it mentioned that there is at least 100 staff that depend on these systems for their daily work.</i></p> |
| | I read somewhere about it being part of a Firewall? | <p>Team Leader Strategy, Economic Development and Analytics</p> <p><i>I do not think it is part of the firewall although we do run two systems. We have an internal system and an external system that runs on the cloud. The public facing one is our external one. They operate separately inside and outside the firewall. This is not actually part of that.</i></p> |

21.2. City of Launceston Annual Plan 2024/2025 - Progress Against Annual Plan Actions for Period Ending 30 June 2025 (Quarter 4)

FILE NO: SF6938

AUTHOR: Emily Lewis (Corporate Planning Officer)

APPROVER: Jane Lewis (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

To receive and consider the progress against Council's 2024/2025 Annual Plan Actions for the quarter four period from 1 April 2025 through to 30 June 2025.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas): Part 7 – Division 2

PREVIOUS COUNCIL CONSIDERATION:

Council - 19 June 2025 - Agenda Item 21.3 - City of Launceston Annual Plan 2024/2025 - Progress Against Annual Plan Actions for Period Ending 31 March 2025 (Quarter 3).

Council – 12 December 2024 – Agenda Item 20.1 - City of Launceston Annual Plan 2024/2025 - Progress Against Annual Plan Actions for Period Ending 30 September 2024.

Council – 27 June 2024 – Agenda Item 15.5 - City of Launceston Annual Plan 2024/2025.

Workshop – 23 May 2024 - Annual Plan and Budget 2024/2025 - Public Consultation Feedback.

Council - 4 April 2024 – Agenda Item 15.4 - Proposed 2024/2025 Annual Plan and Statutory Estimates.

Workshop – 29 February 2024 - Draft Budget and Annual Plan 2024/25.

RECOMMENDATION:

That Council:

1. receives and notes the progress against the 2024/2025 Annual Plan Actions for the period 1 April 2025 through to 30 June 2025; and
2. notes that this is the final reporting period for the 2024/2025 Annual Plan.

Sarah McRobbie (Senior Leader Innovation and Performance) and Alexander Crothers (Team Leader Strategy, Economic Development and Analytics) were in attendance to answer questions in respect of this item.

DECISION: 21 August 2025

MOTION

Moved Councillor A G Harris, seconded Councillor L M McMahon.

That Council:

- 1. receives and notes the progress against the 2024/2025 Annual Plan Actions for the period 1 April 2025 through to 30 June 2025; and**
- 2. notes that this is the final reporting period for the 2024/2025 Annual Plan.**

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

21.3. NTDC Quarterly Report for Quarter 4 - April to June 2025

FILE NO: SF0793

AUTHOR: Alexander Crothers (Team Leader Strategy, Economic Development and Analytics)

APPROVER: Jane Lewis (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

To receive Northern Tasmania Development Corporation Ltd. (NTDC) Quarter 4 2025 Report.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. receives the Northern Tasmania Development Corporation LTD Report (NTDC) Quarter Four Report April – June 2025.
-

Sarah McRobbie (Senior Leader Innovation and Performance) and Alexander Crothers (Team Leader Strategy, Economic Development and Analytics) were in attendance to answer questions in respect of this item.

Councillor L M McMahon withdrew from the Meeting at 11:57 am

Meeting adjourned at 11:58am due to lack of quorum

Meeting re-commenced at 12:09 pm

Councillor L M McMahon re-attended the Meeting at 12:09 pm

DECISION: 21 August 2025

MOTION

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

That Council:

- 1. receives the Northern Tasmania Development Corporation LTD Report (NTDC) Quarter Four Report April – June 2025.**

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

22. CHIEF EXECUTIVE OFFICER NETWORK

22.1. Status Report on Council Decisions as at 14 August 2025

FILE NO: SF2346

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the Status Report on Council Decisions made up to, and as at, 14 August 2025.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2025

RECOMMENDATION:

That Council:

1. receives the Status Report on Council Decisions as at 14 August 2025.

A table of questions asked by Councillors during debate is provided after the decision.

DECISION: 21 August 2025

MOTION

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

That Council:

1. receives the Status Report on Council Decisions as at 14 August 2025.

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

| COUNCILLOR | QUESTION | RESPONSE |
|-----------------------|---|---|
| Councillor A G Harris | Have we purchased the graffiti removal kits? | Chief Executive Officer <i>This question was Taken on Notice and a response provided in the Council Agenda of 11 September 2025.</i> |
| Councillor T G Walker | Regarding the status of the Notice of Motion from the 5th of October 2023, that Council prioritises deciding on whether the site that Council owns at Russell Plains Road will be required to house a new landfill site or if not undertakes a process to investigate options for potential development. Where are we at in that process? | Chief Executive Officer <i>The Council has had some preliminary advice from sustainability team who have then referred it to the planning team to look at it from a planning perspective and it is now back with sustainability team. The report is being prepared to bring to a Workshop to brief Councillors on the advice from those teams and the individual requirements that some of those teams particularly sustainability have identified in relation to our waste facility.</i> |
| | Regarding the Flood Mitigation Strategy, I note that it is dependent on recruiting a suitable officer to fulfill that role. Can we get an update? | Chief Executive Officer <i>One initial round of recruitment for that role has been completed. It was done in-house, and a successful candidate was not found. A specialised recruitment firm based in Queensland has been engaged, they have expertise in flood replacement roles. Depending on how that goes, if the role is still not filled, the Council will engage a consultancy firm to assist in filling the vacancy.</i> |

22.2. Status Report on Notices of Motions as at 14 August 2025

FILE NO: SF5547

AUTHOR: Lorraine Wyatt (Team Leader Executive Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the updated Status Report – Notices of Motions.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Local Government (Meeting Procedures) Regulations 2025

RECOMMENDATION:

That Council:

1. receives the Status Report of Notices of Motions as at 14 August 2025.
-

DECISION: 21 August 2025

MOTION

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

That Council:

1. receives the Status Report of Notices of Motions as at 14 August 2025.

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

22.3. Determination Report - Code of Conduct Complaint - Councillor D C Gibson

FILE NO: SF2213

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To consider a Code of Conduct Determination Report.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 28ZK(4) of the Local Government Act 1993 (Tas), receives the Code of Conduct Panel Determination Report dated 8 July 2025 (ECM Doc Set ID 5253864) in relation to a complaint against Councillor Danny Gibson.
-

DECISION: 21 August 2025

MOTION

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

That Council:

1. pursuant to section 28ZK(4) of the Local Government Act 1993 (Tas), receives the Code of Conduct Panel Determination Report dated 8 July 2025 (ECM Doc Set ID 5253864) in relation to a complaint against Councillor Danny Gibson.

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

22.4. Resignations of Councillor G Razay and Councillor A E Dawkins

FILE NO: SF0106

AUTHOR: Kelsey Hartland (Team Leader Governance)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To acknowledge the resignations of Councillor George Razay and Councillor Andrea Dawkins and note the process being undertaken to fill the vacancies.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council notes:

1. the resignation of George Razay from his role of Councillor submitted on 4 August 2025 and acknowledges his service to the Council and community during his term of office;
 2. the resignation of Andrea Dawkins from their role of Councillor submitted on 7 August 2025 and acknowledges their service to the Council and community during their term of office;
 3. that the Tasmanian Electoral Commission has contacted all eligible unelected councillor candidates from the 2022 election to confirm if they would like to be included in the recount of votes; and
 4. the Tasmanian Electoral Commission anticipates that the recount will be completed on 18 August 2025.
-

DECISION: 21 August 2025

MOTION

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

That Council notes:

1. the resignation of George Razay from his role of Councillor submitted on 4 August 2025 and acknowledges his service to the Council and community during his term of office;
2. the resignation of Andrea Dawkins from their role of Councillor submitted on 7 August 2025 and acknowledges their service to the Council and community during their term of office;
3. that the Tasmanian Electoral Commission has contacted all eligible unelected councillor candidates from the 2022 election to confirm if they would like to be included in the recount of votes; and
4. the Tasmanian Electoral Commission anticipates that the recount will be completed on 18 August 2025.

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

23. LATE ITEMS

Local Government (Meeting Procedures) Regulations 2025 – regulation 10(7)

No Late Items were identified as part of these Minutes.

24. CLOSED COUNCIL

Local Government (Meeting Procedures) Regulations 2025 – regulation 17(1)

RECOMMENDATION:

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

24.1. Confirmation of the Minutes

REASON FOR CLOSED COUNCIL:

Regulation 40(6) of the *Local Government (Meeting Procedures) Regulations 2025* states that at the next closed meeting, the minutes of a closed meeting, after any necessary correction, are to be confirmed as the true record by the council or council committee and signed by the chairperson of the closed meeting.

24.2. Chief Executive Officer's Contract and Performance Review Committee Report

REASON FOR CLOSED COUNCIL:

This item is **CONFIDENTIAL** in accordance with regulation 17(2)(a) of the *Local Government (Meeting Procedures) Regulations 2025*, which permits the meeting to be closed to the public for business relating to the following:

- (a) personnel matters, including complaints against an employee of the council.

DECISION: 21 August 2025

MOTION

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

That Council moves into Closed Session.

CARRIED BY ABSOLUTE MAJORITY 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton

AGAINST VOTE: Nil

Council moved into Closed Session at 12:20pm.

Council returned to Open Session at 12:26pm.

24.3. End of Closed Session

Sam Johnson (Chief Executive Officer) re-attended the meeting at 12:26pm

DECISION: 21 August 2025

MOTION

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

That Council:

1. pursuant to regulation 40(1)(b) of the *Local Government (Meeting Procedures) Regulations 2025*, resolves to report in Open Session that it has considered the following matters in Closed Session:

| Minutes Item | Matter | Brief Description |
|--------------|---|--|
| 24.1 | <i>Closed Council Minutes – 31 July 2025</i> | <i>Confirmation of the Minutes of the Closed Meeting of the City of Launceston Council held on 31 July 2025</i> |
| 24.2 | <i>Chief Executive Officer's Contract and Performance Review Committee Report</i> | <i>Councillors received a report from the Chief Executive Officer's Contract and Performance Review Committee.</i> |

2. moves out of Closed Session.

CARRIED 7:0

FOR VOTE: Mayor Councillor M K Garwood, Councillor A G Harris, Councillor T G Walker, Councillor A J Palmer, Councillor L M McMahon, Councillor S Cai and Councillor A J Britton
AGAINST VOTE: Nil

25. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 10.30am on 11 September 2025 at the Council Chambers, Town Hall, 18-28 St John Street, Launceston.

26. MEETING CLOSURE

The Mayor, Councillor M K Garwood, closed the Meeting at 12:27pm.