



City of
LAUNCESTON

COUNCIL MINUTES

**COUNCIL MEETING
THURSDAY 11 SEPTEMBER 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: 11 September 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
Deputy Mayor Councillor D H McKenzie
Councillor D C Gibson
Councillor A G Harris
Councillor T G Walker
Councillor J J Pentridge
Councillor A J Palmer
Councillor L M McMahon
Councillor S Cai
Councillor A J Britton
Councillor K M Preece
Councillor R A I Marsden

In Attendance:

Sam Johnson OAM (Chief Executive Officer)
Chelsea van Riet (Executive Leader Community Assets and Design)
Ali Kemp (Executive Leader Connections and Liveability)
Nathan Williams (Executive Leader Delivery and Performance)
Jane Lewis (Executive Leader Strategy and Innovation)
Zara Dawtrey (Senior Communications Officer)
Kelsey Hartland (Team Leader Governance)
Lucas Lim (Governance and Legal Officer)
Taylor Murphy (Administration Officer - Governance Support)
Richard Jamieson (Senior Leader City Development) (Agenda Item 11.1 and 11.2)
Iain More (Senior Town Planner Policy and Projects) (Agenda Item 11.1)
Anushka Dissanayake (Town Planner) (Agenda Item 11.2)
Sophie Hipkin (Sustainability Officer) (Agenda Item 17.1)
Michael Attard (Team Leader Sustainability) (Agenda Item 17.1)
Christine Phillips (Senior Leader Finance) (Agenda Item 20.1 and 20.2)
Sharin Imlach (Lease Officer) (Agenda Item 20.3)
Alex Crothers (Team Leader Strategy, Economic Development and Analytics)
(Agenda Item 21.1)
Sarah McRobbie (Senior Leader Innovation and Performance) (Agenda Item 21.1)

ORDER OF BUSINESS

1. OPENING OF MEETING - STATEMENT, ATTENDANCE AND APOLOGIES.....	9
2. MAYORAL ACKNOWLEDGEMENTS	9
3. DECLARATIONS OF INTEREST	9
4. CONFIRMATION OF MINUTES.....	10
4.1. Confirmation of Minutes	10
5. COUNCIL WORKSHOPS	15
5.1. Council Workshops Report - 28 August 2025 and 4 September 2025	15
6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS AND PARENTAL LEAVE NOTIFICATIONS	19
7. COMMUNITY REPORTS	20
7.1. Owen Tilbury - Great Regional City Challenge Inc.....	20
8. QUESTIONS BY MEMBERS OF THE PUBLIC.....	21
8.1. Questions on Notice by Members of the Public.....	21
8.1.1. Questions on Notice by Members of the Public - Robin Smith - Graffiti Litter Offences - 12 August 2025	21
8.1.2. Questions on Notice by Members of the Public - Noel Christensen - Northern Gateway Commission - 21 August 2025.....	23
8.1.3. Questions on Notice by Members of the Public - Ian Goninon - Building Assets - 21 August 2025	24
8.1.4. Questions on Notice by Members of the Public - Robin Smith - Closed Council Leak - 3 September 2025.....	25
8.2. Questions Without Notice by Members of the Public.....	26
8.2.1. Questions Without Notice by Members of the Public - Ian Goninon - Northern Gateway Artwork, Flood Report and Ikeda - 11 September 2025	26
8.2.2. Questions Without Notice by Members of the Public - Nancy Ann Serisier - Quorum and Special Meeting Procedures - 11 September 2025	27

8.2.3. Questions Without Notice by Members of the Public - Arthur Balado - Erica Lusitanica (Spanish Heath) - 11 September 2025	29
9. PETITIONS	30
10. DEPUTATIONS	30
11. PLANNING AUTHORITY	31
11.1. DA0124/2023 & PSA-LLP0011 - 10 Dolerite Drive Kings Meadows - Combined 40T Scheme Amendment - Site Specific Qualification into the Launceston Local Provisions Schedule to allow the General Retail and Hire Use Class as a Discretionary (Uniquified) Use.....	31
11.2. DA0269/2025 - 35 Melbourne Street, South Launceston, Residential - Construction of an Additional Dwelling	35
12. ANNOUNCEMENTS BY THE MAYOR	50
12.1. Mayor's Announcements	50
13. COUNCILLORS' REPORTS	52
14. QUESTIONS BY COUNCILLORS	54
14.1. Questions on Notice by Councillors	54
14.1.1. Questions on Notice by Councillors - Councillor T G Walker - YMCA and St Vincent de Paul - 21 August 2025.....	54
14.1.2. Questions on Notice by Councillors - Councillor S Cai - Budget Amendments 2024/25 - 21 August 2025.....	55
14.1.3. Questions on Notice by Councillors - Councillor A G Harris - Graffiti Removal Kits - 21 August 2025.....	56
14.2. Questions Without Notice by Councillors	57
14.2.1. Questions Without Notice by Councillors - Councillor A J Britton - Graffiti Kits - 11 September 2025.....	57
14.2.2. Questions Without Notice by Councillors - Councillor D C Gibson - Cataract Gorge Inclinator and Visit Northern Tasmania Agreement - 11 September 2025	58
15. WRITTEN NOTICES OF MOTION	59
16. COMMITTEE REPORTS	59

17. CONNECTIONS AND LIVEABILITY	60
17.1. Community Emissions Action Plan 2025-2035.....	60
18. QUEEN VICTORIA MUSEUM AND ART GALLERY (QVMAG)	62
18.1. Delegation of Power to Acquire Contents for Queen Victoria Museum and Art Gallery	62
19. COMMUNITY ASSETS AND DESIGN.....	66
19.1. Approval of DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel	66
20. DELIVERY AND PERFORMANCE	68
20.1. 2025/2026 Budget - Budget Amendments.....	68
20.2. Monthly Financial Performance Report	70
20.3. Lease - Tasmanian Ambulance Service	73
21. STRATEGY AND INNOVATION.....	78
21.1. Sister City Delegation to Ikeda Japan October 2025	78
22. CHIEF EXECUTIVE OFFICER NETWORK	82
22.1. Status Report on Council Decisions as at 4 September 2025	82
22.2. Status Report on Notices of Motions as at 4 September 2025	83
23. LATE ITEMS	84
24. CLOSED COUNCIL	85
24.1. Confirmation of the Minutes.....	85
24.2. DA0057/2025 - Consent Agreement Request as part of an ongoing appeal - 74 Talbot Road, South Launceston	85
24.3. 118-122 and 124 Brisbane Street -Term Sheet	85
24.4. Annual Remission of Rates and Charges - Year Ended 30 June 2025 - Charitable Organisations.....	85
24.5. End of Closed Session	87
25. NEXT COUNCIL MEETING DATE.....	88
26. MEETING CLOSURE.....	88

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 10.30am 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.

2. MAYORAL ACKNOWLEDGEMENTS

No Mayoral Acknowledgments were recorded as part of these Minutes.

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 J J Pentridge declared an interest in Agenda Item - 11.1.

DA0124/2023 & PSA-LLP0011 - 10 Dolerite Drive Kings Meadows - Combined 40T Scheme Amendment - Site Specific Qualification into the Launceston Local Provisions Schedule to allow the General Retail and Hire Use Class as a Discretionary (Uniquified) Use.

Councillor S Cai declared an interest in Agenda Item - 19.1. Approval of **DA0088/2025 76 Cimitiere Street Launceston - Visitor Accommodation Construction of a Hotel.**

Deputy Mayor, Councillor D H McKenzie declared an interest in Agenda Item **24.4. Annual Remission of Rates and Charges - Year Ended 30 June 2025 - Charitable Organisations.**

4. CONFIRMATION OF MINUTES

4.1. Confirmation of Minutes

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

RECOMMENDATION:

That:

1. the Minutes of the Ordinary Meeting of the City of Launceston Council held on 21 August 2025, as circulated, be amended at Item 1. Opening of Meeting to read:

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?	Sam Johnson OAM (Chief Executive Officer) <i>It is my understanding that yes, the 1st of September is the expiry of it. 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>

- the Minutes of the Ordinary Meeting of the City of Launceston Council held on 21 August 2025, as circulated, be amended at Item 11.2 DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel for 21 August 2025 to read:

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.

- subject to the above amendments being made, the Minutes of the Ordinary Meeting of the City of Launceston Council held on 21 August 2025, as amended, be confirmed as a true and correct record.
- the Minutes of the Special Council Meeting of the City of Launceston held on 1 September 2025, as circulated, be confirmed as a true and correct record.

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

DECISION: 11 September 2025

MOTION

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

That:

1. the Minutes of the Ordinary Meeting of the City of Launceston Council held on 21 August 2025, as circulated, be amended at Item 1. Opening of Meeting to read:

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. 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. the Minutes of the Ordinary Meeting of the City of Launceston Council held on 21 August 2025, as circulated, be amended at Item 11.2 DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel for 21 August 2025 to read:

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.

3. subject to the above amendments being made, the Minutes of the Ordinary Meeting of the City of Launceston Council held on 21 August 2025, as amended, be confirmed as a true and correct record.

4. the Minutes of the Special Council Meeting of the City of Launceston held on 1 September 2025, as circulated, be confirmed as a true and correct record.

CARRIED 11:1

FOR VOTE: 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, Councillor A J Britton, Councillor K M Preece and Councillor R A I Marsden
AGAINST VOTE: Councillor D C Gibson

COUNCILLOR	QUESTION	RESPONSE
Councillor T G Walker	Why was my question minuted when I asked it after the meeting had concluded?	<i>Sam Johnson OAM (Chief Executive Officer)</i> <i>With confirmation from the Governance team, the question came from the recording and was asked at the opening of the meeting.</i>

5. COUNCIL WORKSHOPS

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

5.1. Council Workshops Report - 28 August 2025 and 4 September 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 28 August 2025:

Chief Executive Officer Performance Review Training

Councillors were provided with training and discussion opportunities around responsibility for the performance monitoring of the Chief Executive Officer in accordance with Part 3, Division 3 and Part 7, Division 1 of the Local Government Act 1993 (the Act) and in the Local Government (Appointment and Performance Management of General Managers) Order 2024 (the Order).

DA0273/2025 - 66-92 St Leonards Road and 23 Killafaddy Road, St Leonards - Research and Development - Construction of New Data Centre, including Associated Infrastructure and Works

Councillors undertook a site visit to 66-92 St Leonards Road and 23 Killafaddy Road, St Leonards, to discuss Residential - Construction of an additional dwelling.

Northern Gateway Concept Design

Councillors received a presentation on the Northern Gateway Project, including artwork concepts and next steps.

VNT (Visit Northern Tas) Agreement

Councillors were provided an overview of the VNT Agreement ahead of discussions regarding proposed renewal in 2026.

Executive Leaders Update and General Business

Councillors and Executive Leaders engaged in discussion about current and planned projects.

Councillors Connect

Councillors raised and discussed matters of concern, shared perspectives, and collectively worked through issues that may benefit from group discussion.

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

2. Workshop conducted on 4 September 2025:

Child and Youth Safety Policy

Councillors participated in discussion of the first draft of Council's Child and Youth Safe Policy and key consultation findings.

Council Grants Policy

Councillors participated in discussion of the review of Council's Grants Policy.

DA0269/2025 - 35 Melbourne Street, South Launceston, Residential - Construction of an Additional Dwelling

Councillors undertook a site visit to 35 Melbourne Street, South Launceston to discuss Residential - Construction of an additional dwelling.

118-122 and 124 Brisbane Street - Term Sheet

Councillors participated in a workshop to review the updated draft Term Sheet ahead of Council's decision making at a future Closed Council Meeting.

Overview of the Draft Building Hierarchy

Councillors were provided with an overview of the draft Building Hierarchy.

Executive Leaders Update and General Business

Councillors and Executive Leaders engaged in discussion about current and planned projects.

Councillors Connect

Councillors raised and discussed matters of concern, shared perspectives, and collectively worked through issues that may benefit from group discussion.

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

DECISION: 11 September 2025

MOTION

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

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 28 August 2025:

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Councillors were provided with training and discussion opportunities around responsibility for the performance monitoring of the Chief Executive Officer in accordance with Part 3, Division 3 and Part 7, Division 1 of the Local Government Act 1993 (the Act) and in the Local Government (Appointment and Performance Management of General Managers) Order 2024 (the Order).

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Councillors were provided an overview of the VNT Agreement ahead of discussions regarding proposed renewal in 2026.

Executive Leaders Update and General Business

Councillors and Executive Leaders engaged in discussion about current and planned projects.

Councillors Connect

Councillors raised and discussed matters of concern, shared perspectives, and collectively worked through issues that may benefit from group discussion.

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

2. Workshop conducted on 4 September 2025:

Child and Youth Safety Policy

Councillors participated in discussion of the first draft of Council's Child and Youth Safe Policy and key consultation findings.

Council Grants Policy

Councillors participated in discussion of the review of Council's Grants Policy.

DA0269/2025 - 35 Melbourne Street, South Launceston, Residential - Construction of an Additional Dwelling

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118-122 and 124 Brisbane Street - Term Sheet

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Executive Leaders Update and General Business

Councillors and Executive Leaders engaged in discussion about current and planned projects.

Councillors Connect

Councillors raised and discussed matters of concern, shared perspectives, and collectively worked through issues that may benefit from group discussion.

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

CARRIED 12:0

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

AGAINST VOTE: Nil

6. COUNCILLORS' LEAVE OF ABSENCE APPLICATIONS AND PARENTAL LEAVE NOTIFICATIONS

No Councillor Leave of Absence Applications or Parental Leave Notifications were identified as part of these Minutes.

7. COMMUNITY REPORTS

7.1. Owen Tilbury - Great Regional City Challenge Inc

FILE NO: SF6368

AUTHOR: Taylor Murphy (Administration Officer – Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

SUMMARY OF PRESENTATION

The Great Regional City Challenge (greatregionalcity.com.au) is a people powered project which aims to help make Launceston a great regional city of the world. It is totally funded by the local business community and by philanthropic donations with over \$650,000 donated since 2020. The process is volunteer run and uses a people powered model including the community deciding on its four themes, the wider community being invited to complete a 200 word application with the applicant projects voted online by the wider community to decide which projects are funded.

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 - 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 answered by the Senior Leader City Amenities and the Senior Leader Health 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?

Response:

CCTV footage from Council-operated cameras is preserved for a limited period, which varies depending on system and network configurations. In some locations this may be around four weeks, while in others it may be longer. Once this period has passed, footage is automatically overwritten and cannot be guaranteed to be retrievable. Council is unable to comment on any ongoing investigations.

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.

Response:

The City of Launceston are investigating the matter. As part of this process, we will engage with the relevant political party prior to determining an appropriate course of action.

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.

Response:

As per the response to Question 2, the City of Launceston are investigating the matter.

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:

As per the response to Question 2, the City of Launceston are investigating the matter.

8.1.2. Questions on Notice by Members of the Public - Noel Christensen - Northern Gateway Commission - 21 August 2025

FILE NO: SF7362

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 21 August 2025 by Noel Christensen, has been answered by the Team Leader Placemaking.

Question 1:

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

Response:

Council has been working closely with the Department of State Growth to understand and identify any constraints and requirements for the proposed site of the Northern Gateway artwork. All relevant regulatory, legislative and safety permits, which could include traffic impact assessments, will be addressed in accordance with the project schedule. It is important to note that specific documentation and assessments cannot be finalised prior to a final artwork concept being received and endorsed for the technical design approval phase. The Tasmanian Planning Scheme - State Planning provisions clause 4.2.7 - determines that on a road reserve, minor infrastructure (like public art work) can be erected on behalf of the Crown, a Council or a State authority.

Other Gateway artworks have been recently installed in vicinity of the State Highway in Burnie and Devonport.

This project is funded by a grant from the Tasmanian Government under their Northern Gateways program.

8.1.3. Questions on Notice by Members of the Public - Ian Goninon - Building Assets - 21 August 2025

FILE NO: SF6381

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

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

QUESTIONS AND RESPONSES:

The following question, submitted to Council on 21 August 2025 by Ian Goninon, has been answered by the Executive Leader Community Assets and Design.

Question 1:

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?

Response:

Officers are currently reviewing the portfolio and categorising building assets into a hierarchy. This work will be reported to Council through the usual processes. A building and associated land may ultimately be recommended by officers for disposal after considering its contribution to strategic and operational purposes as per the Corporate Strategic Plan as well as community usage. Disposal of building asset(s) requires a Council decision.

**8.1.4. Questions on Notice by Members of the Public - Robin Smith - Closed
Council Leak - 3 September 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 3 September 2025 by Robin Smith, has been answered by Sam Johnson (Chief Executive Officer).

Question 1:

Mr. Johnson OAM, (Council's CEO) revealed in the press (The Examiner newspaper - page 1, September 1, 2025), that confidential discussions from a closed council meeting have been made public without authorisation. While this breach has had consequences for those within the organisation, it goes on to erode the trust and integrity in democracy that any other person would be entitled to expect in their dealings with council. Tasmanian *Local Government (Meeting Procedures) Regulations 2025* s.7 part 8, states that 'any discussions, decisions, reports or documents relating to a closed meeting are to be kept confidential'. Will council investigate the matter under this Act (and any applicable council policies) and seek appropriate sanction?

Response:

Council acknowledges the concern raised regarding the unauthorised disclosure of confidential discussions from a closed council meeting, as reported in The Examiner newspaper on 1 September 2025.

We understand and share the public's disappointment in this breach, and we reaffirm our commitment to upholding the integrity and trust expected in all dealings with Council. The confidentiality of closed meetings is a cornerstone of responsible local governance, as outlined in Regulation 7, Part 8 of the Tasmanian Local Government (Meeting Procedures) Regulations 2025, which clearly states that "any discussions, decisions, reports or documents relating to a closed meeting are to be kept confidential."

In this specific instance, the matter is being addressed through the appropriate processes. While any investigation is conducted confidentially, and its findings are not made public unless otherwise directed, Council can assure the community that the issue is being taken seriously. Where it is found that individuals have knowingly breached confidentiality, consequences may follow in accordance with applicable legislation and council policies.

Council remains committed to transparency, accountability, and the principles of good governance, and will continue to take all necessary steps to protect the integrity of its processes.

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 - Ian Goninon - Northern Gateway Artwork, Flood Report and Ikeda - 11 September 2025

- 1. [Regarding the Northern Gateway Artwork] With no parking on the hazardous road, will the artwork cause a distraction?**

The Mayor, Councillor M K Garwood, answered by saying that the Council Officers will work closely with the Department of State Growth to ensure that the necessary regulations are adhered to.

- 2. Are there any updates on the Council's Flood Report as I have not seen anything on the website or in the newspaper?**

The Mayor, Councillor M K Garwood, responded by saying that as part of the publicly available Council Agenda, the standing items of the 'Status of Notices of Motion' and 'Status of Decisions of Council' report on the progress of all Council initiatives. To provide further updates to you, the question will be Taken on Notice and a response provided in the Council Agenda of 2 October 2025.

- 3. I'd be interested to know when you are next visiting Japan and what is on the agenda?**

The Mayor, Councillor M K Garwood, responded by saying that as the Ikeda Delegation is an item on this agenda. It will be discussed around the table later on.

8.2.2. Questions Without Notice by Members of the Public - Nancy Ann Serisier - Quorum and Special Meeting Procedures - 11 September 2025

- 1. Why was the quorum on the 21 August 2025 meeting calculated on 12 Councillors when in fact there were only 10 Councillors who were sworn in and able to fulfill their duties as Councillors?**

The Chief Executive Officer, Sam Johnson OAM, responded by saying that it is based on the number of office, not the number of representatives. However, he advised that the question would be Taken on Notice and clarification will be provided in the Council Agenda of 2 October 2025.

- 2. Did the General Manager seek permission from the Minister (for Local Council) for Councillor Cai to stay in the meeting and not speak or vote, so as to retain a quorum?**

The Chief Executive Officer, Sam Johnson OAM, advised that the question would be Taken on Notice and a response provided in the Council Agenda of 2 October 2025. He did acknowledge that some Councillors' apologies were not known until the morning of the meeting, so it was difficult to preempt how many Councillors would partake in the vote. This short notice meant that the Chief Executive Officer was unable to contact the Minister and get the appropriate approval in time.

- 3. What are the procedures needed to request a Special Meeting and was Councillor Walker informed of these procedures after he verbally expressed the possibility of a Special meeting being held?**

The Chief Executive Officer, Sam Johnson OAM, responded by saying that he will provide an answer. The question will also be Taken on Notice as the public will gain benefit in understanding the process of how a Special Council Meeting can be called.

Councillor Walker was advised, as well as other Councillors, about the Special Meeting. The Chief Executive Officer and Councillor Walker subsequently had a phone conversation after the email went out advising how a Special Council Meeting can be called. It is not called by the Chief Executive Officer. It is called by a number of Councillors or by approaching the Mayor's office. The Chief Executive Officer said that approving that under his delegation was not something that he wanted to do. Time was against Council with this particular application.

- 4. That was before you stamped approval for the DA the next day?**

The Chief Executive Officer, Sam Johnson OAM, responded by saying that he did not recall the exact timing of it. It might have been after. A copy of the email that was circulated to Councillors will be provided in the Minutes so that the public can see exactly what was said.

From: [Sam Johnson](#)
To: [Councillor Tim Walker](#); [Council Meetings](#)
Subject: RE: Please confirm availability - proposed Special Meeting - Monday 1 September 2025
Date: Wednesday, 27 August 2025 9:08:09 AM

Good morning, Councillor Walker

Thank you for your email and for outlining your concerns regarding the determination of DA0088/25 for the Quest Apartment Hotel at 76 Cimitière Street.

As communicated in the email sent to all councillors last Friday afternoon, development application DA0088/2025 was scheduled for determination at the Council Meeting on 21 August 2025 (Agenda Item 11.2). However, due to the absence of a quorum, the item could not be tabled, and no decision could be made at that meeting.

In accordance with the Council's legislative obligation to determine planning applications within a 42 day statutory timeframe, and consistent with the delegation approved by Council on 17 April 2025, I determined the application under delegated authority. The application was approved in line with the Council officer's recommendation as published in the Council Meeting agenda.

Prior to this, I discussed the matter with you directly. I advised that I had received the planning officer's recommendation and, under delegation, was likely to approve the application. You acknowledged this advice and indicated your understanding at the time.

With respect to the acceptance of late submissions, I reiterate that two (2) representations were received after the formal close of the exhibition period. This is consistent with the Planning Team's established practice of being transparent and accommodating of community views. It is also permissible under *Section 57(5)* of the Land Use Planning and Approvals Act 1993, which allows the planning authority to accept representations for up to an additional 14 days beyond the standard 14 day period.

Regarding your request for a special council meeting, *Regulation 4* of the Local Government (Meeting Procedures) Regulations 2015 provides that a special meeting may be convened by the mayor or upon written request by at least three (3) councillors. I am not aware that such a request was formally made to the mayor in relation to DA0088/25.

The proposed special meeting on 1 September 2025 relates to a separate matter, DA0273/2025 (St Leonards Road data centre), which also faces a deemed approval deadline and has received more than three (3) objections. This meeting was scheduled following advice from the Executive Leader of Community Assets & Design only just yesterday, and was communicated to councillors yesterday to ensure we act promptly. The special meeting could be

Personal information of a third party has been redacted

As DA0088/25 has now been formally approved under delegation, it cannot be returned to Council for determination. However, I acknowledge the concerns you've raised and welcome further discussion on how we can improve clarity and process around future determinations.

Please don't hesitate to reach out if you would like to discuss this further.

Regards,

Sam Johnson OAM GAICD
Chief Executive Officer

03 8323 3000
contactus@launceston.tas.gov.au
www.launceston.tas.gov.au



8.2.3. Questions Without Notice by Members of the Public - Arthur Balado - Erica Lusitanica (Spanish Heath) - 11 September 2025

- 1. What are the procedures in place to eradicate *Erica Lusitanica* (also known as "Spanish Heath")?**
- 2. How does eradication take place?**
- 3. Is Council aware of the devastation?**

The Mayor, Councillor M K Garwood, advised that these questions would be Taken on Notice and answers provided in the Council Agenda of 2 October 2025.

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. DA0124/2023 & PSA-LLP0011 - 10 Dolerite Drive Kings Meadows - Combined 40T Scheme Amendment - Site Specific Qualification into the Launceston Local Provisions Schedule to allow the General Retail and Hire Use Class as a Discretionary (Uniquified) Use

FILE NO: DA0124/2023 PSA LLP0011

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 combined draft planning scheme amendment to the Launceston Local Provisions Schedule and permit application.

PLANNING APPLICATION INFORMATION:

Applicant: 6ty° Pty Ltd
Address: 10 Dolerite Drive, Kings Meadows
Existing Zone: Light Industrial
Existing Use: Vacant

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

Council Meeting - Thursday 19 June 2025 - Item 11.1

- Initiated Combined Draft Amendment DA0124/2023 / PSA-LLP0011, to insert a Site Specific Qualification into the LAU-Site-Specific Qualifications table within the Local Provisions Schedule to amend the qualification within the use table for General Retail and Hire to allow a supermarket up to 1,000m² in size, at 10 Dolerite Drive, Kings Meadows; and
 - Approved DA0124/2023 - General Retail and Hire - Construction of a new supermarket, car parking, landscaping, and pedestrian access
-

RECOMMENDATION:

That Council:

1. in accordance with sections 40K and 42 of the *Land Use Planning and Approvals Act 1993*, considers the merit of any representation received during public exhibition of Combined Draft Amendment DA0124/2023 / PSA-LLP0011;
2. amend Permit DA0124/2023 to include the following condition:

AMENDED PLANS REQUIRED

Prior to the commencement of any work, amended plans must be submitted to the satisfaction of the Senior Leader City Development. Once approved, these amended plans will be endorsed and will then form part of the Permit. The amended plans must show:

- a. An adjustment to the entry kerb to cater for 19.0m semi-trailers and 12.5m heavy rigid vehicles; and
- b. A signed and line marked pedestrian access way across the parking aisles
- c. The provision of access ramps within the car park to facilitate access between the car parking areas and the internal footpaths, such as at the location of the accessible parking spaces and the trolley bay.

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

3. amend Instrument 1 to insert the words 'gross floor area'; and
4. recommends to the Tasmanian Planning Commission that Combined Draft Amendment be approved with the recommended changes.

Richard Jamieson (Senior Leader City Development) and Iain More (Senior Town Planner Policy and Projects) 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.

Glynn Williams (on behalf of Michael French) spoke against the Recommendation. David Baxter spoke for the Recommendation.

Councillor J J Pentridge withdrew from the Meeting at 11:03 am.

DECISION: 11 September 2025

MOTION

Moved Deputy Mayor Councillor D H McKenzie, seconded Councillor A J Britton.

That Council:

1. in accordance with sections 40K and 42 of the *Land Use Planning and Approvals Act 1993*, considers the merit of any representation received during public exhibition of Combined Draft Amendment DA0124/2023 / PSA-LLP0011;
2. amend Permit DA0124/2023 to include the following condition:

AMENDED PLANS REQUIRED

Prior to the commencement of any work, amended plans must be submitted to the satisfaction of the Senior Leader City Development. Once approved, these amended plans will be endorsed and will then form part of the Permit. The amended plans must show:

- a. An adjustment to the entry kerb to cater for 19.0m semi-trailers and 12.5m heavy rigid vehicles; and
- b. A signed and line marked pedestrian access way across the parking aisles
- c. The provision of access ramps within the car park to facilitate access between the car parking areas and the internal footpaths, such as at the location of the accessible parking spaces and the trolley bay.

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

3. amend Instrument 1 to insert the words 'gross floor area'; and
4. recommends to the Tasmanian Planning Commission that Combined Draft Amendment be approved with the recommended changes.

CARRIED 11:0

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

AGAINST VOTE: Nil

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

COUNCILLOR	QUESTION	RESPONSE
Councillor T G Walker	Light industrial zone does provide for uses which are supportive of the light industrial zone. Why is that not enough in itself before we look at the, you know, site specific amendments?	Senior Town Planner Policy and Projects <i>The light industrial zone allows for range of uses. What this one is applying for is general retail and higher. Currently, it has a qualification in the use table for a local shop which is defined as a convenience item you find in a suburb. This is larger than that, but not so large that it is like a Coles or Woolworths you might find in Kings Meadows. That is the requirement for the site specific qualification that has been applied for.</i>
	The site specific qualification within the use table for general retail and higher to allow supermarket up to 1,000m ² in size. Is that allowed under that specific qualification then?	Senior Town Planner Policy and Projects <i>That is the way it is worded. If it all goes through, that is how it would appear in the local provision schedule. It would limit it to a 1,000m² supermarket.</i>
Councillor A G Harris	Regarding the change to the scheme that we are putting forward, can it be changed in the future if they want to expand?	Senior Town Planner Policy and Projects <i>They are limited to 1000m². It would be another planning scheme amendment.</i>

11.2. DA0269/2025 - 35 Melbourne Street, South Launceston, Residential - Construction of an Additional Dwelling

FILE NO: DA0269/2025

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	Design to Live
Site	35 Melbourne Street, South Launceston
Proposal	DA0269/2025 - Residential - Construction of an additional dwelling
Zoning	General Residential
Codes	<ul style="list-style-type: none">• Parking and Sustainable Transport Code• Road and Railway Assets Code• Safeguarding of Airports Code• Landslip Hazard Code
Use Class/ Category	Residential - Multiple Dwellings
Standards assessed through performance criteria	8.4.2 Setbacks and building envelope for all dwellings - P1 and P3 8.4.3 Site coverage and private open space for all dwellings - P2 8.4.6 Privacy for all dwellings - P1 8.4.8 Waste storage for multiple dwellings - P1 C2.5.1 Car parking numbers - P1.2
Public Notification	26 Jul 2025 to 11 Aug 2025
Representations	3
Deemed Approval	08 October 2025

RELEVANT LEGISLATION:

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

PREVIOUS COUNCIL CONSIDERATION:

N/A

RECOMMENDATION:

That, in accordance with sections 51 and 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme - Launceston, a permit be granted for DA0269/2025 - Residential - Construction of an additional dwelling at 35 Melbourne Street, South Launceston subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a. Cover Page, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 1/15, Dated 18/07/2025
- b. Site Survey Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 2/15, Dated 18/07/2025
- c. Site Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 3/15, Dated 18/07/2025, **Amended Plans Required**
- d. Landscape Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 4/15, Dated 18/07/2025, **Amended Plans Required**
- e. Strata Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 5/15, Dated 18/07/2025
- f. Parking and Turning 1, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 6/15, Dated 18/07/2025, **Amended Plans Required**
- g. Parking and Turning 2, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 7/15, Dated 18/07/2025, **Amended Plans Required**
- h. Ground Floor Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 8/15, Dated 18/07/2025
- i. First Floor Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 9/15, Dated 18/07/2025
- j. External Services, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 10/15, Dated 18/07/2025
- k. Elevations, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 11/15, Dated 18/07/2025
- l. Elevations, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 12/15, Dated 18/07/2025
- m. Sun Study - Winter Solstice, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 13/15, Dated 18/07/2025, **Amended Plans Required**
- n. Sun Study - Winter Solstice, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 14/15, Dated 18/07/2025, **Amended Plans Required**
- o. Perspectives, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 15/15, Dated 18/07/2025

2. AMENDED PLANS REQUIRED

Prior to the commencement of any work and 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 show:

- a. The accurate location of the existing outbuilding at the rear of the site (proposed for demolition), and the adjoining dwelling at 37 Melbourne Street, Launceston.

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

3. LEGAL TITLE

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

4. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2025/00782-LCC, dated 10/07/2025 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. PRIVACY SCREEN

The rear deck of Unit 2 must be screened with a permanently fixed privacy screen along the south eastern side of the deck where the setback from the rear boundary is less than 4m. The screen must be constructed to a minimum height of 1.7m above the finished surface or floor level of the deck and have a uniform transparency of no more than 25%.

7. 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.

8. 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.

9. 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.

10. 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.

11. 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.

12. SOIL AND WATER MANAGEMENT PLAN

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

13. CONSTRUCTION OF RETAINING WALLS

All retaining walls, above 1m, located within 1.5 metres of the property boundaries are to be designed and certified by a suitably qualified person. The design must have regard to the installation of fencing atop the retaining wall and other imposed loading in addition to site conditions on adjoining properties.

14. FACILITIES AND HIGHWAYS BY-LAW

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

15. AMENITY

The construction of the development permitted by this permit must not adversely affect the amenity of the site and the locality by reason of the processes carried on; the transportation of materials, goods or commodities to or from the subject land; the appearance of any buildings, works or materials; the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil; the presence of vermin, or otherwise.

16. 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 moved to a licensed waste disposal facility (e.g. Launceston Waste Centre), reclaimed or recycled.

17. 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.

18. 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 DA0269/2025. You should contact Council with any other use or developments, as they may require the separate approval of Council. Council's planning staff can be contacted on 03 6323 3000.

This permit takes effect after:

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

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

B. Restrictive Covenants

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

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

C. Appeal Provisions

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

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

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

D. Permit Commencement.

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

E. Street addresses for Multiple Dwellings

Residential addressing is undertaken in accordance with Australian Standard AS4819. The development has been assessed according to the standard and the following addresses allocated:

<i>Dwelling No.</i>	<i>Strata Lot No.</i>	<i>Street Address</i>
<i>Existing (Unit 1)</i>	<i>Lot 1</i>	<i>1/35 Melbourne Street, South Launceston</i>
<i>Proposed (Unit 2)</i>	<i>Lot 2</i>	<i>2/35 Melbourne Street, South Launceston</i>

The above addresses are to be adhered to when identifying the dwellings and their associated letterboxes.

Richard Jamieson (Senior Leader City Development) and Anushka Dissanayake (Town Planner) 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.

Dwayne Kirkby spoke against the Recommendation.

Councillor J J Pentridge re-attended the Meeting at 11:27 am

DECISION: 11 September 2025

MOTION

Moved Councillor J J Pentridge, seconded Deputy Mayor Councillor D H McKenzie.

That, in accordance with sections 51 and 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme - Launceston, a permit be granted for DA0269/2025 - Residential - Construction of an additional dwelling at 35 Melbourne Street, South Launceston subject to the following conditions:

1. ENDORSED PLANS & DOCUMENTS

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

- a. Cover Page, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 1/15, Dated 18/07/2025
- b. Site Survey Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 2/15, Dated 18/07/2025
- c. Site Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 3/15, Dated 18/07/2025, Amended Plans Required
- d. Landscape Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 4/15, Dated 18/07/2025, Amended Plans Required
- e. Strata Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 5/15, Dated 18/07/2025
- f. Parking and Turning 1, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 6/15, Dated 18/07/2025, Amended Plans Required
- g. Parking and Turning 2, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 7/15, Dated 18/07/2025, Amended Plans Required
- h. Ground Floor Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 8/15, Dated 18/07/2025
- i. First Floor Plan, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 9/15, Dated 18/07/2025
- j. External Services, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 10/15, Dated 18/07/2025
- k. Elevations, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 11/15, Dated 18/07/2025
- l. Elevations, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 12/15, Dated 18/07/2025

- m. Sun Study - Winter Solstice, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 13/15, Dated 18/07/2025, Amended Plans Required
- n. Sun Study - Winter Solstice, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 14/15, Dated 18/07/2025, Amended Plans Required
- o. Perspectives, Prepared by Design to Live, Job No. MLBR35, Rev No. R3, Drawing No 15/15, Dated 18/07/2025

2. AMENDED PLANS REQUIRED

Prior to the commencement of any work and 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 show:

- a. The accurate location of the existing outbuilding at the rear of the site (proposed for demolition), and the adjoining dwelling at 37 Melbourne Street, Launceston.

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

3. LEGAL TITLE

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

4. TASWATER

The development must comply with the requirements of TasWater as detailed in the form Submission to Planning Authority Notice, Reference No. TWDA 2025/00782-LCC, dated 10/07/2025 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. PRIVACY SCREEN

The rear deck of Unit 2 must be screened with a permanently fixed privacy screen along the south eastern side of the deck where the setback from the rear boundary is less than 4m. The screen must be constructed to a minimum height of 1.7m above the finished surface or floor level of the deck and have a uniform transparency of no more than 25%.

7. 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.

8. 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.

9. 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.

10. 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.

11. 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.

12. SOIL AND WATER MANAGEMENT PLAN

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

13. CONSTRUCTION OF RETAINING WALLS

All retaining walls, above 1m, located within 1.5 metres of the property boundaries are to be designed and certified by a suitably qualified person. The design must have regard to the installation of fencing atop the retaining wall and other imposed loading in addition to site conditions on adjoining properties.

14. FACILITIES AND HIGHWAYS BY-LAW

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

15. AMENITY

The construction of the development permitted by this permit must not adversely affect the amenity of the site and the locality by reason of the processes carried on; the transportation of materials, goods or commodities to or from the subject land; the appearance of any buildings, works or materials; the emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil; the presence of vermin, or otherwise.

16. 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 moved to a licensed waste disposal facility (e.g. Launceston Waste Centre), reclaimed or recycled.

17. 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.

18. 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

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This permit takes effect after:

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The above addresses are to be adhered to when identifying the dwellings and their associated letterboxes.

CARRIED 8:4

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

COUNCILLOR	QUESTION	RESPONSE
Deputy Mayor, Councillor D H McKenzie	[Regarding the question asked by the representor] What are the overshadowing aspects? Are the shadow projections onto the footprint of their home or onto the roof of their home?	<i>Senior Leader City Development</i> <i>Where something meets an acceptable solution, the impacts of that element of the building are deemed to comply with the scheme. There is no requirement to ask for more detail than the scheme requires if has been deemed an acceptable impact. The Council is satisfied with its assessment of the application that it meets the required standard.</i>

Councillor D C Gibson	How is amenity measured without the need for shadow diagrams that truly define or determine what the impact will be on the back neighbour?	Senior Leader City Development <i>The building is within the building envelope (the space within which the building can be built) towards the rear of the property. The deck, the open space, is closer to the boundary than the acceptable solution. The second limb of the acceptable solution requires it to be screened. That is what is being proposed in this amended plan, providing amenity for the people on the deck and amenity for the neighbours.</i>
	Why aren't shadow diagrams required to assess the impact on amenity in the neighbour's habitable space?	Senior Leader City Development <i>A significant number of the houses built in Launceston do not require a planning permit because they are inside the envelope. That does not mean you cannot see them from the neighbouring blocks and it does not mean they will not impact or have some impact on the neighbours. If you build a double-storey house within the building envelope, it is likely to overshadow neighbouring properties for portions of the day. The building envelope does not guarantee no impact, but it is a 'deemed to comply' impact. In terms of the neighbouring property, it has not been analysed because it is inside the envelope and deemed to comply. To analyse the neighbour's property in detail, information that is not relevant to the assessment needs to be sought, which is not something that is generally done.</i>

<p>Councillor T G Walker</p>	<p>Regarding the usable outside recreational space, I know that is one of the areas where it does rely on performance criteria and does not meet the acceptable solution.</p> <p>I just wanted to clarification around the 24m² and the stipulations around that?</p>	<p>Senior Leader City Development <i>Although the decks do not meet the minimum size requirements and fall under performance criteria, the overall provision of outdoor space is considered reasonable. The living area is located upstairs, but the site itself is generously sized and includes a large forecourt. While private open space should be directly accessible from a living area, in this case there is a substantial deck off the dining and kitchen, another deck off the rear living area, and a large forecourt at the front of the dwelling. Together, these spaces offer a practical and usable outdoor environment for residents, including areas suitable for children to play or for recreational use.</i></p>
	<p>Why was the retaining wall, measuring 14.5m in length and 1m in height, not listed in the table at the beginning of the item which states the discrepancies that rely on performance criteria.</p> <p>How is that particular item deemed to meet the performance criteria?</p>	<p>Senior Leader City Development <i>The retaining wall is required because the driveway goes up to the rear and to facilitate the required grades there is a bit of cut and fill required. The performance criteria state that a dwelling must have a setback for a frontage that is compatible with the streetscape having regard to topographical constraints. Whilst this is not a dwelling, it gets caught in the performance criteria because it facilitates the dwelling. Given this is a low retaining wall on the side boundary, we are not considering that it is not compatible with the streetscape. There are quite a few low retaining walls in the Melbourne Street area. Our assessment is that it is compatible having regard to the topographical constraints, which are the required test.</i></p>

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

Council adjourned for a comfort break at 11:57
Council resumed following the break at 12:07pm

DECISION: 11 September 2025

MOTION

Moved Deputy Mayor Councillor D H McKenzie, seconded Councillor A G Harris.

That Agenda Item 19.1. Approval of DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel be brought forward in the Agenda.

CARRIED BY ABSOLUTE MAJORITY 12:0

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

AGAINST VOTE: Nil

The minutes for Agenda Item 19.1. Approval of DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel can be found on page 66.

Councillor Cai withdrew from the meeting at 12:05pm due to a Declaration of Interest in Agenda Item 19.1. Approval of DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel.

Council resumed the published order of business at Agenda Item 12.1. Mayor's Announcements.

Councillor Cai re-attended the meeting at 12:10pm

12. ANNOUNCEMENTS BY THE MAYOR

12.1. Mayor's Announcements

FILE NO: SF2375

Monday 18 August 2025

- Officiated at Vietnam Veterans Day Ceremony, Launceston

Tuesday 19 August 2025

- Attended the Jack Jumpers North Launch, Launceston

Wednesday 20 August 2025

- Facilitated Kings Meadows High School - Grade 7 (4 separate groups) - Town Hall Tour, Launceston
- Participated in Tree planting at Torrens Street Park, with East Tamar Primary, Launceston

Thursday 21 August 2025

- Attended Grand Opening of City Cave, Launceston

Friday 22 August 2025

- Attended Salvation Army Store opening, Kings Meadows
- Attended Book launch One Breath at a Time by Shannon Hodgetts, Launceston

Sunday 24 August 2025

- Attended Lift Gorillas Grid Iron Club Open Day, Launceston

Monday 25 August 2025

- Participated in Prospect High School music class, Launceston

Thursday 28 August 2025

- Attended Launceston Chamber of Commerce Networking event with TSO and St Lukes, Launceston
- Attended Ravenswood Over 50s Club

Friday 29 August 2025

- Attended Laurel House, Ribbons of Reflection event, Launceston
- Attended Queechy High School Musical, All Shook Up' Launceston

Saturday 30 August 2025

- Attended City Park Radio AGM, Launceston
- Officiated at Snowy River Launceston Official Launch, Western Junction.
- Officiated at Launceston Chamber of Commerce, Business Excellence Awards, Launceston.

Monday 1 September 2025

- Participated in Prospect High School music class, Launceston
- Attended Salvation Army Launceston - mainly music Fathers Day session
- Participated in Filming of 'Don't Post That', Launceston

Tuesday 2 September 2025

- Attended Guide and Assistance Dog - Graduation Ceremony, Riverside
- Officiated at Singfest, Launceston

Wednesday 3 September 2025

- Attended Brooks High School, Grade 7 Presentations on Waverley Liveability

Thursday 4 September 2025

- Officiated at ReDressed 2025 ReFashion Show
-

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 A G Harris

Wednesday 10 September 2025

- reviewed the Princess Theatre seating plan
- participated in the annual Out of the Shadows Walk around City Park to connect those who have been impacted by suicide

Saturday 30 August 2025

- attended the Tasmanian Business Excellence Awards and Winners Lunch
- attended the Franklin House Committee Meeting, noting it was pleasing to see that the stables area has had remedial work done.

Deputy Mayor, Councillor D H Mckenzie

Tuesday 2 September 2025

- attended the Guide Dogs Tasmania Graduation Ceremony

Thursday 4 September 2025

- attended the launch of Festivale

Councillor K M Preece

Friday 5 September 2025

- attended the grand opening of the Clifford Craig Foundation's new Research and Innovation Centre at the Launceston General Hospital.

Councillor L M McMahon

- acknowledge the passing of Peter Doddy who was a Councillor of the West Tamar Council and valued member of the Launceston community.

Councillor A J Palmer

Saturday 23 August 2025

- attended Feast on Tasmania event organised by the Rob fairs Foundation

Sunday 31 August 2025

- launched the first in-house art exhibition at the Courthouse in Lilydale
- acknowledged the new small business Kawan Dining, Charles Street - excellent food and service
- this week is the week of The Men's Shed - acknowledged the Kings Meadows Community Shed for its wonderful community spirit.

Councillor S Cai

- acknowledged the work of the Heritage Advisory Committee funding students to attend the Longford Academy to learn the special skills needed for heritage building restoration
- Reminder that there are 8 days left to enter the Heritage Sketch competition and \$2800 of prizes to be won.

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 - YMCA and St Vincent de Paul - 21 August 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 21 August 2025 by Councillor T G Walker, has been answered by the Lease Officer.

Question 1:

[Regarding the YMCA lease] 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?

Response:

The leased area contained within the St. Vincent de Paul lease does not include the car park in question and therefore St. Vincent de Paul have no legal entitlement to any revenue. The revenue from the "carpark lease" forms part of Council's general revenue.

**14.1.2. Questions on Notice by Councillors - Councillor S Cai - Budget Amendments
2024/25 - 21 August 2025**

FILE NO: SF2375

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

QUESTIONS AND RESPONSES:

The following questions, submitted to Council on 21 August 2025 by Councillor S Cai, have been answered by the Executive Leader Delivery and Performance and the Team Leader Accounting.

Question 1:

Can I ask what the Paterson Street Central redevelopment project is?

Response:

The Paterson Street Central Redevelopment capital project was originally established to support the proposed acquisition of the Paterson Street Car Park from a third party owner. The intention was to progress future redevelopment opportunities interconnected with the former Birchalls and Katie's buildings.

Following a review of the project, the redevelopment specific to the car park site has now been cancelled. As a result, the allocated capital funding is no longer required and can be reallocated or returned to general reserves in line with Council's financial management processes.

This has no impact on the proposed redevelopment of 118 - 122 and 124 Brisbane Street (ex Birchalls and Katie's buildings) which has been recently announced.

Question 2:

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?

Response:

Yes, that is correct. Approval was obtained at a meeting with the Heritage Advisory Committee to use funds to modernise the heritage aspects of the bandstand within the Cataract Gorge Rotunda Toilet.

14.1.3. Questions on Notice by Councillors - Councillor A G Harris - Graffiti Removal Kits - 21 August 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 21 August 2025 by Councillor A G Harris, has been answered by Executive Leader Community Assets and Design.

Question 1:

Have we purchased the graffiti removal kits, and are they available at Customer Service?

Response:

The kits are yet to be procured and made available to customers. Please refer to the Council decision made on 31 July 2025 for further information.

14.2. Questions Without Notice by Councillors

Local Government (Meeting Procedures) Regulations 2025 - regulation 34

14.2.1. Questions Without Notice by Councillors - Councillor A J Britton - Graffiti Kits - 11 September 2025

1. We were initially, in the original motion, going to purchase 1,500 graffiti removal kits. Could we start with about 150? Can we get an update on how many we are going to buy?

The Mayor, Councillor M K Garwood, advised that this question would be Taken on Notice and a response provided in the Council Agenda of 2 October 2025.

2. [Regarding the Flood Mitigation Strategy] Does the Council have any date where we will concede that we cannot find anyone to do this work and we will engage an external consultant or something of the like?

The Executive Leader Community Assets and Design responded by saying that the Council are in a live recruitment process at the moment, and that an external consultant has been engaged to assist with that. The goal is to close out the process by the end of the month. Screening of at least one candidate has already occurred. If this is a failed recruitment however, it is intended that other consultants will be engaged to progress this project.

14.2.2. Questions Without Notice by Councillors - Councillor D C Gibson - Cataract Gorge Inclinator and Visit Northern Tasmania Agreement - 11 September 2025

- 1. What is Council's current strategic intent with regard to the never-ending issues associated with the inclinator at Cataract Gorge?**
- 2. Noting a recent Councillor Workshop where I quote, "Councillors were provided an overview of the 'Visit Northern Tasmania Agreement' ahead of discussions regarding proposed renewal in 2026." My question specifically, what form will discussions take regarding renewal?**

The Mayor, Councillor M K Garwood, advised that these questions would be Taken on Notice and a response provided in the Council Agenda of 2 October 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

No Committee Reports were identified as part of these Minutes.

17. CONNECTIONS AND LIVEABILITY

17.1. Community Emissions Action Plan 2025-2035

FILE NO: SF2675

AUTHOR: Michael Attard (Team Leader Sustainability)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To approve the Community Emissions Action Plan 2025-2035.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Workshop – 5 June 2025 - A Community Climate Action Plan

RECOMMENDATION:

That Council:

1. approves the Community Emissions Action Plan 2025-2035 (ECM Doc Set ID: 5276256).

Sophie Hipkin (Sustainability Officer) and Michael Attard (Team Leader Sustainability) 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.

**Councillor L M McMahon withdrew from the Meeting at 12:31 pm
Councillor L M McMahon re-attended the Meeting at 12:32 pm**

DECISION: 11 September 2025

MOTION

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

That Council:

1. approves the Community Emissions Action Plan 2025-2035 (ECM Doc Set ID: 5276256).

CARRIED 12:0

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

AGAINST VOTE: Nil

COUNCILLOR	QUESTION	RESPONSE
Councillor S Cai	What can we do to get the planning scheme changed to protect those who have solar systems installed? What can we do to encourage the use and installation of solar panels? Can we lobby and get State Government help with this?	<i>Sustainability Officer</i> <i>It does come down to the planning scheme. It is something that we can put forward and advocate for in any updates or amendments.</i>
	Can someone help me with a Notice of Motion?	<i>Mayor, Councillor M K Garwood</i> <i>Yes, but we will take this offline.</i>

18. QUEEN VICTORIA MUSEUM AND ART GALLERY (QVMAG)

18.1. Delegation of Power to Acquire Contents for Queen Victoria Museum and Art Gallery

FILE NO: SF0113, SF5784

AUTHOR: Ali Kemp (Executive Leader Connections and Liveability)

APPROVER: Ali Kemp (Executive Leader Connections and Liveability)

DECISION STATEMENT:

To consider a delegation of power to acquire art and objects for the Queen Victoria Museum and Art Gallery collection.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

Acts Interpretation Act 1931 (Tas)

RECOMMENDATION:

That Council:

1. pursuant to section 22 of the *Local Government Act 1993*, delegates to the holders of the positions in Column One of the Schedule listed at Recommendation 5, the functions and powers under the sections of the *Local Government Act 1993* specified in Column Two of that schedule, subject to any conditions listed in Column Three of that schedule;
2. pursuant to section 64(1)(b) of the *Local Government Act 1993*, authorises the Chief Executive Officer to delegate the functions and powers referred to at Recommendation 1 to other employees of the Council;
3. pursuant to section 23AA(2)(b) of the *Acts Interpretation Act 1931*, authorises the Mayor to evidence the delegations made by this decision by signing an instrument of delegation referring to and detailing this decision, either exactly or in substance, the terms of delegations effect by these Recommendations;
4. notes that the term Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993*; and
5. notes that the following table is the schedule referred to at Recommendation 1.

The Schedule

Column One	Column Two	Column Three
Position	Extent of delegation	Conditions
Chief Executive Officer	Section 333(1)	The delegation is only exercisable if the acquisition or purchase of an asset or a collection: <ul style="list-style-type: none">- advances the objects of Queen Victoria Museum and Art Gallery as provided in section 333(1) of the <i>Local Government Act 1993</i>; and- is in accordance with established Council policies and procedures; and- is for a purchase/value of less than \$100,000 (excluding any GST).

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

DECISION: 11 September 2025

MOTION

Moved Deputy Mayor Councillor D H McKenzie, seconded Councillor A G Harris.

That Council:

1. pursuant to section 22 of the *Local Government Act 1993*, delegates to the holders of the positions in Column One of the Schedule listed at Recommendation 5, the functions and powers under the sections of the *Local Government Act 1993* specified in Column Two of that schedule, subject to any conditions listed in Column Three of that schedule;
2. pursuant to section 64(1)(b) of the *Local Government Act 1993*, authorises the Chief Executive Officer to delegate the functions and powers referred to at Recommendation 1 to other employees of the Council;

3. pursuant to section 23AA(2)(b) of the *Acts Interpretation Act 1931*, authorises the Mayor to evidence the delegations made by this decision by signing an instrument of delegation referring to and detailing this decision, either exactly or in substance, the terms of delegations effect by these Recommendations;
4. notes that the term Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the *Local Government Act 1993*; and
5. notes that the following table is the schedule referred to at Recommendation 1.

The Schedule

Column One	Column Two	Column Three
Position	Extent of delegation	Conditions
Chief Executive Officer	Section 333(1)	<p>The delegation is only exercisable if the acquisition or purchase of an asset or a collection:</p> <ul style="list-style-type: none">- advances the objects of Queen Victoria Museum and Art Gallery as provided in section 333(1) of the <i>Local Government Act 1993</i>; and- is in accordance with established Council policies and procedures; and- is for a purchase/value of less than \$100,000 (excluding any GST).

CARRIED 11:1

FOR VOTE: 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, Councillor A J Britton, Councillor K M Preece and Councillor R A I Marsden
AGAINST VOTE: Councillor D C Gibson

COUNCILLOR	QUESTION	RESPONSE
Councillor T G Walker	For purchases above \$100,000, will they always come to Council for approval?	Sam Johnson OAM (Chief Executive Officer) Yes.
Councillor S Cai	So, conversations have been had with the Friends of QVMAG?	Mayor, Councillor M K Garwood Yes, it is in the report.
Councillor K M Preece	How was \$100,000 decided on?	Sam Johnson OAM (Chief Executive Officer) The number was derived from the legal team and matches similar delegations.
Councillor J J Pentridge	How do the Friends of QVMAG feel?	Sam Johnson OAM (Chief Executive Officer) I attended the most recent meeting of the Museum Governance Advisory Board (MGAB) and there was a lot of support.

19. COMMUNITY ASSETS AND DESIGN

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

FILE NO: DA0088/2025

AUTHOR: Kelsey Hartland (Team Leader Governance)

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

DECISION STATEMENT:

To note the approval of DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel under delegation.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)
Land Use Planning and Approvals Act 1993

PREVIOUS COUNCIL CONSIDERATION:

Council – 21 August 2025 - Agenda Item 11.2 DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel (no decision was made due to a lack of a quorum)

RECOMMENDATION:

That Council notes that:

1. DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel that was unable to be tabled at the 21 August 2025 Ordinary Council Meeting due to lack of a quorum, was approved under section 57(6) of the *Land Use Planning and Approvals Act 1993* by Sam Johnson OAM (Chief Executive Officer) on 22 August 2025 under the delegation approved by the Council on 17 April 2025.
 2. representors for DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel were advised in writing of the approval on 25 August 2025.
 3. in the notification letter, representors were advised that they have 14 days from the date of notification in which to lodge an appeal with the Tasmanian Civil and Administrative Tribunal (TASCAT).
-

As noted on page 49 of the Agenda, due to a Declaration of Interest, Councillor S Cai withdrew from the Meeting at 12:05 pm and re-attended at 12:10pm when Council resumed the published order of the Agenda.

Nancy Ann Serisier spoke against the Recommendation.

DECISION: 11 September 2025

MOTION

Moved Deputy Mayor Councillor D H McKenzie, seconded Councillor A J Britton.

That Council notes that:

1. DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel that was unable to be tabled at the 21 August 2025 Ordinary Council Meeting due to lack of a quorum, was approved under section 57(6) of the *Land Use Planning and Approvals Act 1993* by Sam Johnson OAM (Chief Executive Officer) on 22 August 2025 under the delegation approved by the Council on 17 April 2025.
2. representors for DA0088/2025 - 76 Cimitiere Street Launceston - Visitor Accommodation - Construction of a Hotel were advised in writing of the approval on 25 August 2025.
3. in the notification letter, representors were advised that they have 14 days from the date of notification in which to lodge an appeal with the Tasmanian Civil and Administrative Tribunal (TASCAT).

CARRIED 10:1

FOR VOTE: 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 A J Britton, Councillor K M Preece and Councillor R A I Marsden

AGAINST VOTE: Councillor D C Gibson

ABSENT DUE TO A DECLARATION OF INTEREST: Councillor S Cai

20. DELIVERY AND PERFORMANCE

20.1. 2025/2026 Budget - Budget Amendments

FILE NO: SF7769/SF7514

AUTHOR: Pieta Sinfield (Team Leader Accounting)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

For Council to consider changes to the Council's 2025/2026 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).

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 2025/2026 Statutory Estimates:
 - (a) Revenue
 - i. the net increase in revenue from external grants and contributions of \$8,020,129.
 - (b) Capital Works Expenditure
 - i. the net increase in expenditure from external funds of \$8,020,129; AND
 2. notes that amendments from Recommendation 1. result in:
 - (a) the operating deficit being amended to \$786,610 (including capital grants of \$10,904,079) for 2025/2026.
 - (b) the capital budget is being increased to \$ 42,027,385 for 2025/2026.
-

Christine Phillips (Senior Leader Finance) 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: 11 September 2025

MOTION

Moved Councillor A J Britton, seconded Deputy Mayor Councillor D H McKenzie.

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 2025/2026 Statutory Estimates:
 - (a) Revenue
 - i. the net increase in revenue from external grants and contributions of \$8,020,129.
 - (b) Capital Works Expenditure
 - i. the net increase in expenditure from external funds of \$8,020,129;
AND
2. notes that amendments from Recommendation 1. result in:
 - (a) the operating deficit being amended to \$786,610 (including capital grants of \$10,904,079) for 2025/2026.
 - (b) the capital budget is being increased to \$ 42,027,385 for 2025/2026.

CARRIED BY ABSOLUTE MAJORITY 12:0

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

AGAINST VOTE: Nil

COUNCILLOR	QUESTION	RESPONSE
Councillor K M Preece	How come the external funding has not been received yet?	<i>Executive Leader Delivery and Performance</i> <i>Council undertakes an annual process as we come towards 30 June. External projects that have not yet received funding due to various milestones not being met are taken out of the budget, and then we put them back into the budget the following financial year. What we are doing is putting the external funds back against the capital projects. We fully expect to receive all of these funds, but have not hit the project milestones yet.</i>

20.2. Monthly Financial Performance Report

FILE NO: SF7694

AUTHOR: Pieta Sinfield (Team Leader Accounting)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the July 2025 Capital and Operational financial reports against budget.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

RECOMMENDATION:

That Council:

1. notes the report outlining both Capital and Operational results to the period ending 31 July 2025.
-

Christine Phillips (Senior Leader Finance) was in attendance to answer questions in respect of this item. A table of questions asked by Councillors during debate is included after the decision.

**Councillor A J Britton withdrew from the Meeting at 12:51 pm
Councillor A J Britton re-attended the Meeting at 12:53 pm**

DECISION: 11 September 2025

MOTION

Moved Deputy Mayor Councillor D H McKenzie, seconded Councillor A G Harris.

That Council:

- 1. notes the report outlining both Capital and Operational results to the period ending 31 July 2025.**

CARRIED BY ABSOLUTE MAJORITY 12:0

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

AGAINST VOTE: Nil

COUNCILLOR	QUESTION	RESPONSE
Deputy Mayor, Councillor D H McKenzie	The remission of rates do not match. The rates rebate was an actual of \$38,000 versus a \$25,000 budget. Presumably that is just a timing matter?	<i>Executive Leader Delivery and Performance</i> <i>Yes. What we are actually doing as part of our month end for the 'end of month' just gone is we are shifting that budget. The entire budget will be factored into the first couple of months because we do process all our rate remissions, or the vast majority of our rate remissions, in the first couple of months. That is coming to Council later on. This means you will not see as big a budget variance moving forward.</i>
Councillor A G Harris	The underlying deficit of \$2 million was forecast, but our actual result was only \$340,000 primarily because of the \$800,000 we did not spend on our wages budget because of staff vacancies?	<i>Executive Leader Delivery and Performance</i> <i>It is certainly a mix between staff vacancies and the workers compensation burning cost adjustment and that is purely a timing difference.</i>

<p>Councillor A G Harris</p>	<p>I do not understand 'burning costs'?</p>	<p><i>Executive Leader Delivery and Performance</i> <i>It is based on the previous year claims that have been received, the insurer then provides an adjustment. We took up a provision at 30 June. That provision was reversed in July. As Councillor McKenzie touched on, I would expect by the end of the first quarter of the financial year that is going to significantly even out. What we can certainly provide moving forward is a more detailed breakdown of where the staff vacancies are across the different networks.</i></p>
	<p>When do we get to see the result of the end of financial year to June, other than our AGM? Will we see it as a item to us before the AGM?</p>	<p><i>Executive Leader Delivery and Performance</i> <i>Yes, that can be brought to Council. We are still in the process of having our financial statements audited. The Tasmanian Audit Office have until the end of this month to sign their final audit documentation. Once we have got that available, we can advise Council of the financial result.</i></p>
<p>Deputy Mayor, Councillor D H McKenzie</p>	<p>Can the quarterly report detail where we have been able to find those savings?</p>	<p><i>Executive Leader Delivery and Performance</i> <i>That work has begun between the Delivery and Performance network, the Finance Team specifically, and the Strategy and Innovation Network.</i></p>

20.3. Lease - Tasmanian Ambulance Service

FILE NO: SF2967

AUTHOR: Sharin Imlach (Lease Officer)

APPROVER: Nathan Williams (Executive Leader Delivery and Performance)

DECISION STATEMENT:

To consider the lease of part of 1C George Town Road, Newnham.

This decision requires an absolute majority of Council in accordance with section 177 of the Local Government Act 1993 (Tas).

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas)

PREVIOUS COUNCIL CONSIDERATION:

Council – 11/7/2019 - 16.1 - Lease Ambulance Tasmania – 1C George Town Road, Newnham

RECOMMENDATION:

That Council:

1. pursuant to section 177 of the *Local Government Act 1993 (Tas)* and by absolute majority, decides to lease part of the land situated at 1C George Town Road, Newnham (CT 143014/1), for the purpose of providing an ambulance base, as identified on the plan below:



-
2. notes the valuation advice at Attachment 1 (ECM Doc Set ID – 5147575) considering the land described at Recommendation 1;
 3. requires that the lease is on the following basis:
 - a. the Lessee is to be Ambulance Tasmania;
 - b. the lease is to commence on 22 November 2024 for a period of 5 years;
 - c. the commencing rent is to be \$12,000 per year, adjusted annually in accordance with the Consumer Price Index (CPI) for Hobart;
 - d. the lessee to be responsible for:
 - i. energy costs;
 - ii. volumetric and connection charges for water;
 - iii. contents insurance;
 - iv. building insurance; and
 - v. other service charges, if any;
 - e. the lessee will continuously:
 - i. maintain building in good and reasonable order;
 - ii. keep clear all noxious growth from premises;
 - iii. hold public liability insurance of at least \$20 million;
 4. the Lessee is to be responsible for structural maintenance;
 5. requests the Chief Executive Officer to:
 - a. determine the exact dimensions of the land to be leased and all remaining terms and conditions;
 - b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and
 6. 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*.
-

Sharin Imlach (Lease Officer) was in attendance to answer questions in respect of this item. A table of questions that were asked by Councillors during debate is included after the decision.

DECISION: 11 September 2025

MOTION

Moved Deputy Mayor Councillor D H McKenzie, seconded Councillor A G Harris.

That Council:

1. pursuant to section 177 of the *Local Government Act 1993* (Tas) and by absolute majority, decides to lease part of the land situated at 1C George Town Road, Newnham (CT 143014/1), for the purpose of providing an ambulance base, as identified on the plan below:



2. notes the valuation advice at Attachment 1 (ECM Doc Set ID – 5147575) considering the land described at Recommendation 1;
3. requires that the lease is on the following basis:
 - a. the Lessee is to be Ambulance Tasmania;
 - b. the lease is to commence on 22 November 2024 for a period of 5 years;
 - c. the commencing rent is to be \$12,000 per year, adjusted annually in accordance with the Consumer Price Index (CPI) for Hobart;
 - d. the lessee to be responsible for:
 - i. energy costs;
 - ii. volumetric and connection charges for water;
 - iii. contents insurance;
 - iv. building insurance; and
 - v. other service charges, if any;
 - e. the lessee will continuously:
 - i. maintain building in good and reasonable order;
 - ii. keep clear all noxious growth from premises;
 - iii. hold public liability insurance of at least \$20 million;

4. the Lessee is to be responsible for structural maintenance;
5. requests the Chief Executive Officer to:
 - a. determine the exact dimensions of the land to be leased and all remaining terms and conditions;
 - b. exercise any of Council's rights, options, or discretions necessary for the proper administration of the lease; and
6. 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*.

CARRIED BY ABSOLUTE MAJORITY 12:0

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

AGAINST VOTE: Nil

COUNCILLOR	QUESTION	RESPONSE
Deputy Mayor, Councillor D H McKenzie	There has been concern in recent times about property that is ours and buildings that are belong to someone else - do the lease terms provide an understanding of what happens at the end of a lease subject to us not renewing it or Ambulance Tasmania stepping away from it. What the financial arrangements if any? Do we just inherit the building or are there some make-good provisions?	<i>Lease Officer</i> <i>Yes, there are some make-good provisions within the lease with that one. We have the option to take possession of the building or they will remove it.</i>

Councillor A G Harris	Why don't we sell the land to Ambulance Tasmania?	<p>Executive Leader Delivery and Performance</p> <p><i>Discussions have been had internally on that issue. This property is part of a couple of different titles that are situated on that land. Subdividing the land would take a significant amount of time and that is certainly something that Council will consider into the future. However, the need to get this lease in front of Councillors was actually deemed to be more important than running through that process at this time.</i></p>
	With the value of the lease being \$12,000, how does it compare to previous leases and other state government instrumentalities?	<p>Lease Officer</p> <p><i>The rent was calculated on a recent valuation of the property. They are on a commercial lease term. So each lease is different based on that valuation of that particular property.</i></p>
Councillor L M McMahon	I just note that the current lease expired on the 22nd of November 2024. Why are we only just considering the new lease now?	<p>Lease Officer</p> <p><i>We were waiting on the tenant to come to us and agree on the terms. During that interim period it was just in what is called 'holding over' which is written into the lease.</i></p>
Councillor J J Pentridge	Is this ambulance station actually manned or is it just some land? Do we really need the site?	<p>Executive Leader Delivery and Performance</p> <p><i>Ambulance Tasmania have made the decision that they need the site. The rent that is being charged, of \$12,000, that is in line with the valuation standard practice. I cannot comment on whether or not it is manned or not.</i></p>

21. STRATEGY AND INNOVATION

21.1. Sister City Delegation to Ikeda Japan October 2025

FILE NO: SF0177

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

APPROVER: Jane Lewis (Executive Leader Strategy and Innovation)

DECISION STATEMENT:

To approve the Sister City Delegation visit to Ikeda, Japan for the purpose of celebrating the ongoing relationship between our respective cities, recognising the 60th anniversary of the relationship and advancing strategic opportunities in education, innovation, culture, and business.

The proposed visit is in response to the formal invitation extended to Mayor Tomoko. While the original invitation specified 11 May 2025 and 17 May 2025, the Council requested a later timeframe to allow for consideration of visit objectives, comprehensive planning, budget considerations and alignment with the intended purpose of the visit.

RELEVANT LEGISLATION:

Local Government Act 1993 (Tas).

PREVIOUS COUNCIL CONSIDERATION:

Workshop - 14 August 2025 - Sister City Ikeda Visit
Workshop – 17 July 2025 – Sister City Relationship – Representation at Ikeda
Meeting – 27 March 2025 – Agenda Item 22.8 Sister City Relationship – Representation at Ikeda, Japan 12 May 2025 – 17 May 2025

RECOMMENDATION:

That Council:

1. approves the Sister City delegation visit to Ikeda, Japan from 28 October to 2 November 2025 for the purpose of advancing strategic opportunities in education, innovation, culture, and business and to celebrate the 60th anniversary of the Sister City relationship.
2. notes a future budget amendment will be required for additional budget allocation to fund the shortfall of \$33,440 to the Sister City budget (Note - Project number 20019 - Sister Cities current funds available \$22,270). This will be brought to the next available Council meeting for formal approval, should recommendations 1 – 8 be approved.

-
3. approves the following Councillor representatives, at an estimated cost of \$49,520 inc. GST (approximately \$6,190 per person), as part of the delegation;
 - Mayor Matthew Garwood
 - Deputy Mayor Hugh McKenzie
 - Councillor Alan Harris
 - Councillor Tim Walker
 - Councillor Andrew Palmer
 - Councillor Susie Cai
 - Councillor Alex Britton and
 - Councillor Ross Marsden
 4. approves the following organisational representatives at a total estimated cost of \$18,570 inc. GST (approximately \$6,190 per person which is funded from within existing internal staff budget) as part of the delegation:
 - Chief Executive Officer
 - Executive Assistant – Office of the Mayor and
 - Senior Communications Officer
 5. approves the following community representatives be invited to be part of the delegation, of which Council will meet 50% of the costs being \$6,190 inc. GST (estimated at approximately \$3,095 per person):
 - The Hon. Don G Wing AM and
 - Peter Stackhouse.
 6. approves the delegates participating in cultural training to be undertaken prior to the visit to prepare and support the delegation for the visit at a total cost of \$3,000 ex GST. (Funding is available to meet this cost from within internal budgets).
 7. approves an allowance for a presentation gift of \$2,000 inc. GST. Funding is available for this expense from PL.22677000 Innovation Sundries.
 8. receives a further report on the outcomes from the Ikeda Sister City visit upon return from Japan.
-

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

DECISION: 11 September 2025

MOTION

Moved Deputy Mayor Councillor D H McKenzie, seconded Councillor A J Britton.

That Council:

1. approves the Sister City delegation visit to Ikeda, Japan from 28 October to 2 November 2025 for the purpose of advancing strategic opportunities in education, innovation, culture, and business and to celebrate the 60th anniversary of the Sister City relationship.
2. approves a delegation comprising of the Mayor and up to 4 Councillors, with the Mayor and CEO being given delegation to confirm the final Councillors who will be participating.
3. approves the following community representatives be invited to be part of the delegation, of which Council will meet 50% of the costs:
 - The Hon. Don G Wing AM and
 - Peter Stackhouse.
4. notes a future budget amendment will be required for additional budget allocation to fund the shortfall in the Sister City budget. This will be brought to the next available Council meeting for formal approval, should this recommendation be adopted.
5. delegate to the CEO the approval up to 4 staff to be included to support the delegation, the staff representatives to include the CEO and other staff as determined by the CEO, this cost to be met from within existing operational funding available from internal budgets.
6. receives a further report on the outcomes from the Ikeda Sister City visit upon return from Japan.

CARRIED 12:0

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

AGAINST VOTE: Nil

COUNCILLOR	QUESTION	RESPONSE
Councillor A J Britton	I know there were conversations around taking someone from Visit Northern Tasmania, The Examiner or UTAS. Is there going to be further discussions about who will be invited along.	<i>Executive Leader Strategy and Innovation</i> <i>That is going to happen, we were just waiting for the decision to come to Council first so we knew that the trip was going to proceed. We do have letters drafted already and a mail merge ready to go out. Appropriate phone calls will also be made.</i>

22. CHIEF EXECUTIVE OFFICER NETWORK

22.1. Status Report on Council Decisions as at 4 September 2025

FILE NO: SF2346

AUTHOR: Taylor Murphy (Administration Officer - Governance Support)

APPROVER: Sam Johnson OAM (Chief Executive Officer)

DECISION STATEMENT:

To receive the Status Report on Council Decisions made up to, and as at, 4 September 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 4 September 2025.
-

DECISION: 11 September 2025

MOTION

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

That Council:

1. receives the Status Report on Council Decisions as at 4 September 2025.

CARRIED 12:0

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

AGAINST VOTE: Nil

22.2. Status Report on Notices of Motions as at 4 September 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 4 September 2025.
-

DECISION: 11 September 2025

MOTION

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

That Council:

1. receives the Status Report of Notices of Motions as at 4 September 2025.

CARRIED 12:0

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

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:

1. 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. DA0057/2025 - Consent Agreement Request as part of an ongoing appeal - 74 Talbot Road, South Launceston

REASON FOR CLOSED COUNCIL:

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

- (k) matters relating to actual or possible litigation taken, or to be taken, by or involving the councillor or an employee of the council.

24.3. 118-122 and 124 Brisbane Street - Term Sheet

REASON FOR CLOSED COUNCIL:

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

- (d) commercial information of a confidential nature that, if disclosed, is likely to –
 - (i) prejudice the commercial position of the person who supplied it; or
 - (ii) confer a commercial advantage on a competitor of the council; or
 - (iii) reveal a trade secret.
- (e) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.
- (g) proposals for the council to acquire land or an interest in land or for the disposal of land.

24.4. Annual Remission of Rates and Charges - Year Ended 30 June 2025 - Charitable Organisations

REASON FOR CLOSED COUNCIL:

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

- (h) information that is -
 - (i) of a personal and confidential nature; or
 - (ii) provided to the council on the condition that it be kept confidential.
- (l) the personal hardship of any person who is resident in, or is a ratepayer in, the relevant municipal area.

DECISION: 11 September 2025

MOTION

Moved Deputy Mayor Councillor D H McKenzie, seconded Councillor A J Palmer.

That Council moves into Closed Session.

CARRIED BY ABSOLUTE MAJORITY 12:0

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

AGAINST VOTE: Nil

Council moved into Closed Session at 1:14pm.

Council moved out of Closed Session at 2:19pm

24.5. End of Closed Session

DECISION: 11 September 2025

MOTION

Moved Councillor A J Palmer, 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 – 21 August 2025</i>	<i>Confirmation of the Minutes of the Closed Meeting of the City of Launceston Council held on 21 August 2025</i>
24.2	<i>DA0057/2025 - Consent Agreement Request as part of an ongoing appeal - 74 Talbot Road, South Launceston</i>	<i>Councillors considered Consent Agreement Request as part of an ongoing appeal - 74 Talbot Road, South Launceston</i>
24.3	<i>118-122 and 124 Brisbane Street -Term Sheet</i>	<i>Councillors approved the Chief Executive Officer to sign Term Sheet for 118-122 and 124 Brisbane Street.</i>
24.4	<i>Annual Remission of Rates and Charges - Year Ended 30 June 2025 - Charitable Organisations</i>	<i>Councillors considered the Annual Remissions of Rates and Charges for Charitable Organisations.</i>

2. moves out of Closed Session.

CARRIED 12:0

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

AGAINST VOTE: Nil

25. NEXT COUNCIL MEETING DATE

The next Ordinary Meeting of Council will be held at 10.30am on 2 October 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 2:20pm.