



City of  
**LAUNCESTON**

# **ANNUAL GENERAL MEETING MINUTES**

**THURSDAY 4 DECEMBER 2025  
5.30PM**

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

Date: 4 December 2025

Time: 5.30pm

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### Certificate of Qualified Advice

#### Background

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

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

#### Certification

I certify that:

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



**Sam Johnson OAM**  
Chief Executive Officer

## **VIDEO and AUDIO STREAMING of the ANNUAL GENERAL MEETING**

The video and audio of the Annual General Meeting held in the Council Chambers at Town Hall, will be streamed live via the Council's meeting stream channel on YouTube.

Video and audio streaming and recording of this Meeting will be made in accordance with our Video and Audio Streaming of Meetings Policy - 17-Plx-017.

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

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

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

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

## **PUBLIC COMMENT ON AGENDA ITEMS**

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

Please note the following important information:

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

Your respectful contribution is welcome and appreciated.

## LEGISLATIVE TERMINOLOGY - GENERAL MANAGER

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

***Present:***

Mayor Councillor M K Garwood  
Councillor A G Harris  
Councillor T G Walker  
Councillor A J Palmer  
Councillor A J Britton  
Councillor K M Preece  
Councillor R A I Marsden

***City of Launceston:***

Sam Johnson OAM (Chief Executive Officer)  
Ali Kemp (Executive Leader Connections and Liveability)  
Nathan Williams (Executive Leader Delivery and Performance)  
Rosanna Coombes (Acting Executive Leader Strategy and Innovation)  
Zara Dawtrey (Senior Communications Officer)  
Kelsey Hartland (Team Leader Governance)  
Taylor Murphy (Administration Officer - Governance Support)

***Others:***

Katie Cooper (Launceston Airport)  
Tony Naar (Lilydale District Progress Association)  
Ron Baines  
Noel Christensen  
Robin Smith  
Jeanette Smith

***Apologies:***

Deputy Mayor Councillor D H McKenzie  
Councillor D C Gibson  
Councillor J J Pentridge  
Councillor L M McMahon  
Councillor S Cai  
Chelsea van Riet (Executive Leader Community Assets and Design)

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

The Mayor, Councillor M K Garwood, opened the Meeting at 5.30pm and noted apologies from:

Deputy Mayor Councillor D H McKenzie  
Councillor D C Gibson  
Councillor J J Pentridge  
Councillor L M McMahon  
Councillor S Cai

**2. DECLARATIONS OF INTEREST**

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

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

**No Declarations of Interests were identified as part of these Minutes.**

**3. CONFIRMATION OF MINUTES**

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

**RECOMMENDATION:**

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

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**DECISION: 4 December 2025**

**MOTION**

Moved Robin Smith, seconded Councillor A G Harris.

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

**CARRIED**

**4. PUBLIC QUESTION TIME**

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

**4.1. Public Questions on Notice**

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

**4.1.1. Questions on Notice by Members of the Public - Robin Smith - Graffiti and Tobacco Infringements - 20 November 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

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

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**QUESTIONS and RESPONSES:**

The following questions, submitted to Council on 20 November 2025 by Robin Smith, have been answered by the Senior Leader Health and Compliance.

***Question 1:***

How many of the 236 requests to council of graffiti were to council property?

***Response:***

*Since 1 January 2025 there have been 187 reports of graffiti on Council property.*

***Question 2:***

How many offence report numbers has the council received from Tasmanian Police in relation to graffiti damage to property in 2024/25?

***Response:***

*In the 2024/25 financial year there were no reports from the Tasmanian Police in relation to property graffiti damage.*

**Question 3:**

How many (1) infringements and (2) written warnings, has the council issued in 2024/25 under the Tobacco Control Act 1997 arising from the 27 patrols of smoke-free areas?

**Response:**

*In the 2024/25 financial year, no infringements or written warnings were issued for smoking in smoke-free zones under the Public Health Act 1997. It is important to note that the Tobacco Control Act 1997 does not apply in Tasmania. During the 27 patrols of smoke-free zones, Officers directed 51 individuals to extinguish their cigarettes or relocate outside smoke-free zones. In addition, Officers provided education, including informational materials and maps to help the community understand smoke-free areas.*

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#### 4.1.2. Questions on Notice by Members of the Public - Robin Smith - Animal Control Statistics - 20 November 2025

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

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

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#### **QUESTIONS and RESPONSES:**

The following questions, submitted to Council on 20 November 2025 by Robin Smith, have been answered by the Senior Leader Health and Compliance.

##### **Question 1:**

If Council's Animal Control Officers have any of the following readily to hand, would you kindly make the numbers available:

- notification of roaming dog,
- dogs captured,
- directly returned to owner,
- barking dog noise requests
- formal notice of noise complaint,
- reports of dog attack,
- number of registered dangerous dogs in the municipality,
- dog attacks by dangerous dog?

##### **Response:**

*In response to the question about dog management the statistics have been provided for the 2025 calendar year to date:*

- *notification of roaming dog - 200*
  - *dogs captured - 87*
  - *directly returned to owner - 24*
  - *barking dog noise requests - 261*
  - *formal notice of noise complaint – 5 (paid Barking Dog Diaries)*
  - *reports of dog attack - 133*
  - *number of registered dangerous dogs in the municipality - 2*
  - *dog attacks by dangerous dog - 0*
-

**4.1.3. Questions on Notice by Members of the Public - Robin Smith - E-Scooter Use, Sleeping Rough Requests and Customer Service Requests - 20 November 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

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

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**QUESTIONS and RESPONSES:**

The following questions, submitted to Council on 20 November 2025 by Robin Smith, have been answered by the Team Leader Transport (Question 1), the Executive Leader Connections and Liveability (Question 2) and the Project Manager Corporate Application Replacement Project (Question 3).

**Question 1:**

Will the council take steps to review, and correct if appropriate where it says **most** local roads, the accuracy of the information it provides to the public where e-scooters [PMDs] can be used under the Road Rules:

*“e-scooters’ ... Where can they be used? ... E-Scooters will be able to be used at defined speed limits on **most** local roads...”?*

**Response:**

*The regulations governing the use of e-mobility devices (PMDs) are published on both the City of Launceston website and the Department of State Growth Transport Services page, which also includes a comprehensive list of frequently asked questions. The information provided by these sources is considered sufficient to inform users of their legal and operational responsibilities.*

**Question 2:**

What was the nature of the 333 requests to council regarding ‘sleeping rough’?

**Response:**

*Most requests in relation to sleeping rough are reports of location by the Operations Team members to record the location of camps. This information is important so that Council can contact people in the event of risk such as natural disaster. Others are reported by community, often out of concern, or on occasion to request to have people moved on.*

*Council has adopted a Statement of Commitment in relation to homelessness and responds to requests a case by case basis in accordance with this commitment.*

**Question 3:**

Does council have any further update to the response following council meeting Thursday 8 August 2024 item 8.1.5.2 Public Question on Notice – Customer Service Requests – regarding the lack of detail on the subject in question beyond the generic naming of the directorate responsible namely that:

*The IT Department has undertaken to look at alternatives in the interim while we await the delivery of the new corporate application system.*

**Response:**

*Our current system for managing customer service requests is limited in its ability to provide a more detailed subject line. The Technology Services and Information Team has thoroughly analysed potential alternatives to enhance this feature. However, due to the constraints of the legacy system, implementing a robust and cost-effective solution is not feasible. Support for improved functionality has been included in the specifications, as part of the new corporate application delivery.*

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**4.1.4. Questions by Members of the Public - Robin Smith - Parking Enquiries - 20 November 2025**

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

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

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**QUESTIONS and RESPONSES:**

The following questions, submitted to Council on 20 November 2025 by Robin Smith, have been answered by the Senior Leader Health and Compliance (Question 1), the Senior Leader Infrastructure and Engineering (Question 2), the Senior Leader City Amenities (Question 3), and the Senior Customer Service Officer (Question 4).

**Question 1:**

Council Meeting Agenda Thursday 13 February 2025 item 8.1.4. Public Questions on Notice – Abuse of Parking Officers responded to references of the challenges to the safety of the Parking Officers. Will council provide an update on any further incidents?

**Response:**

*Since February 2025 Council has received ten reports of abuse directed towards Parking Officers. These incidents vary in severity but each report is taken seriously due to the potential impact on officer wellbeing and the broader importance of maintaining safe public interactions.*

*Parking Officers are provided with immediate support following any incident. This includes access to the Employee Assistance Program, medical support when required and debriefing with leaders. The team also participates in in-house training to strengthen capability and resilience. In particular, Council has delivered Frontline Adaptive Communication (FLAC) training to equip officers with practical skills to work independently in a reactive, public facing environment. This training has been highly effective and Council will continue to embed FLAC principles through ongoing refresher sessions and development of consistent operational tactics.*

*Council remains committed to providing a safe workplace and to ensuring Parking Officers are supported to undertake their duties confidently and respectfully within the community.*

**Question 2:**

Would council revisit the issues of provision of parking for deliveries arising from the attached advice from a national retailer advising that parking for deliveries on all days of the week are becoming more problematic in the Launceston CBD. Similar weekend issues of deliveries in the city were raised at the Annual General Meeting 6 December 2010 [copy attached] and 2 December 2021 as follows:

*Are the issues of Sunday parking and food delivery services being progressed or investigated at all?*

*Mr Shane Everhardt (General Manager Infrastructure and Assets Network) answered by saying that Council recently adopted the Launceston Transport Strategy along with a Central Area Parking Improvement Plan which is the direction in terms of parking controls in the CBD including controls on a Sunday?*

**Response:**

*Council's Transport Strategy and Central Activities District Parking Implementation Plan (CADPIP), outline the current framework and management approach to parking controls in the CBD, including Sundays. While there are no specific changes proposed at this time, the CADPIP may be reviewed over the coming years as part of the broader City Heart work. Council will continue to monitor delivery needs and consider feedback.*

**Question 3:**

Does council have further plans in response to request for safety fence on the roof of Paterson Street carpark [requested RPK6221/2015 (November 2015) and requested January 2025]?

**Response:**

*Council is actively undertaking a review of the safety and access arrangements at the Paterson Street West car park to address the concerns previously raised. This review is considering contemporary safety standards, operational requirements, and community expectations. The review is expected to be completed in the first half of next year.*

**Question 4:**

When replying to advice of the refusal of an 'Application to Withdraw Parking Infringement', would council convey in the response the option to lodge with the issuing authority a **notice of election** to have the offence or offence set out in the infringement notice heard and determined by a court as provided for in the following:

Monetary Penalties Enforcement Act 2005, Section 17 part (6) -

*If, when the alleged offender is notified under subsection (4) or (5), the period referred to in subsection (1) has expired or will expire within 3 days, that period is extended by a further 7 days from the date the alleged offender receives the notification.?*

**Response:**

*As the options for actions that can be taken on receipt of an infringement notice are listed on the back of the infringement notice they will not be duplicated in the letter advising of a refusal of an 'Application to Withdraw Parking Infringement'.*

*The options on the back of the infringement notice are as follows:*

**Pay the applicable penalty amount in full: or**

- *Apply in writing to the Council for withdrawal of this notice; or*
  - *Apply in writing to the Council for a variation of the payment conditions; or*
  - *If you wish to have any of the offences heard and determined by a court, lodge a notice of election for a court hearing with the Council in accordance with the Monetary Penalties Enforcement Act 2005.*
-

#### 4.1.5. Questions on Notice by Members of the Public - Robin Smith - Dark Mofo and Anti-Social Behaviour in the Brisbane Street Mall - 24 November 2025

**FILE NO:** SF6381

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

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

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#### **QUESTIONS and RESPONSES:**

The following questions, submitted to Council on 24 November 2025 by Robin Smith, have been answered by the Team Leader Visitation and Sponsorship and the Chief Executive Officer.

##### **Question 1:**

City of Launceston Strategic Plan 2025–2035 Objective 1.1(b) (being a leading host city for events and festivals) – what work has the council undertaken to entice DarkLab and MONA with Dark Mofo and post-Mona Foma events to Launceston please?

##### **Response:**

*The City of Launceston is currently finalising its draft Events Framework, which is scheduled to be considered by Council on 11 December 2025. This framework establishes the strategic direction for how Council leads, enables and advocates for events across the municipality. It provides the foundation for identifying priority event opportunities — including those involving major cultural partners such as DarkLab — and outlines the conditions required for Launceston to meaningfully attract and sustain high quality creative programming.*

*As part of this work, Council is also developing a new grants policy and funding guidelines that move us toward a contemporary, transparent and outcomes-based investment model. This will strengthen our ability to engage with third party event organisers, including DarkLab, by establishing clear priorities, assessment criteria and funding pathways that support major cultural activations capable of delivering significant creative, cultural and economic value for the city.*

*While the Events Framework and associated funding policy are still in development, they have already informed preliminary conversations with a range of state and national event partners. These strategic settings will ensure that, once adopted, Council is better positioned to pursue opportunities with organisations such as DarkLab and others in a way that is sustainable, collaborative and aligned with our long-term vision for Launceston's events landscape.*

*In short, our current work is focused on putting the right strategic and funding foundations in place so that future engagement with DarkLab or similar partners can occur meaningfully, with clear purpose, shared expectations and an investment model capable of supporting events of this scale.*

**Question 2:**

If the CEO would provide an update on the question of tackling anti-social behaviour in the Brisbane Street Mall arising from the same question raised and answered at both the 2003 and 2011 AGMs please?

**Response:**

*While City of Launceston is delivering on the City Heart Master Plan to improve vibrancy, wayfinding, lighting and activation of the City Heart to improve community pride, increase visitation and an improved night-time economy, the management of anti-social behaviour is outside Council's remit and should be reported to TasPol.*

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**4.2. Public Questions Without Notice**

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

**4.2.1. Public Questions Without Notice - Robin Smith - Parking Officer Abuse, Scatter Crossings and Cancellation of Action Plan 2.5 - 4 December 2025**

1. In February this year, I asked about assaults and abuse to parking officers and Council responded that it had 127 incidents of threats, abuse and aggression towards parking officers. Later this year, in December, you said that since that time in February, there has been 10 reports only. How do we go from approximately 127 in a year to 10 reports? What would account for that? People not abusing parking officers or they just not reporting it?

The Chief Executive Officer, Sam Johnson OAM, advised that this question would be Taken on Notice and a response provided in the Council Agenda of 22 January 2026.

2. In the City Heart Place Action Plan it talks of replicating scatter crossings at the east end of the mall to the west end of the mall. What do you mean by scatter crossing?

The Mayor, Councillor M K Garwood, responded by explaining that a scatter crossing is a crossing where pedestrians can cross the road straight or diagonally.

3. In the Annual Report, it lists that Action Plan 2.5 (relating to community engagement to understand the barriers to use of public transport) was cancelled, why is that?

The Mayor, Councillor M K Garwood, advised that this question would be Taken on Notice and a response provided in the Council Agenda of 22 January 2026.

**4.2.2. Public Questions Without Notice - Ron Baines - Funding for Foo Fighters - 4 December 2025**

- 1. A few weeks back, the Council grants had a few applicants for various things and some of them had their amount knocked down a little bit and some of them were knocked back completely. Yet now we have suddenly found \$150,000 to give to a band. How does that work out, Mr. Mayor?**

**The Mayor, Councillor M K Garwood, responded by saying that the Councillors have discussed the reallocation of funds at Workshop. Some funding originally allocated to events that could not go ahead have been redirected to support the \$150,000 allocation. No additional funds have been used beyond what was already budgeted and there is no extra cost to the community. The funds were previously allocated for events that did not eventuate this year.**

- 2. So, was it actually thought that we might save that for something more worthwhile?**

**The Mayor, Councillor M K Garwood, responded by saying that this is a way in which our Council can be active, reactive and adaptable - this event aligns with our Annual Plan and our 10 year Strategic Plan, therefore it is definitely worthwhile.**

**5. ANNUAL REPORTS**

**5.1. Mayoral Report/Presentation**

**FILE NO:** SF6381

**AUTHOR:** Mayor, Councillor M K Garwood

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

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**SUMMARY OF PRESENTATION:**

The Mayor, Councillor Matthew Garwood, will provide a presentation showcasing City of Launceston's achievements this year.

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## 5.2. Annual Reports

**FILE NO:** SF7658, SF2633, SF0958

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

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### **DECISION STATEMENT:**

To receive the City of Launceston's Annual Report for the year ended 30 June 2025 and note the Annual Reports for the following City of Launceston entities and Authorities:

- Queen Victoria Museum and Art Gallery; and
- Launceston Flood Authority

### **RECOMMENDATION:**

That Council:

1. receives the City of Launceston Annual Report for the year ended 30 June 2025 (ECM Doc Set ID 5308413) and pursuant to section 72(2)(a) of *the Local Government Act 1993* (Tas) and submits one copy of the Annual Report to the Director of Local Government and one to the Director of Public Health.
2. receives the Launceston Flood Authority Annual Report for the period ended 30 June 2025 (ECM Doc Set ID 5308429).
3. notes the Queen Victoria Museum and Art Gallery Annual Report 2024/2025 (ECM Doc Set ID 5297639) was received by the Council at its Meeting on 13 November 2025.

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

**Robin Smith spoke to the Recommendation.**

**DECISION:** 4 December 2025

**MOTION**

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

That Council:

1. receives the City of Launceston Annual Report for the year ended 30 June 2025 (ECM Doc Set ID 5308413) and pursuant to section 72(2)(a) of *the Local Government Act 1993* (Tas) and submits one copy of the Annual Report to the Director of Local Government and one to the Director of Public Health.
2. receives the Launceston Flood Authority Annual Report for the period ended 30 June 2025 (ECM Doc Set ID 5308429).
3. notes the Queen Victoria Museum and Art Gallery Annual Report 2024/2025 (ECM Doc Set ID 5297639) was received by the Council at its Meeting on 13 November 2025.

**CARRIED**

ATTENDEE	QUESTION	RESPONSE
Robin Smith	On page 40 of the Annual Report, it lists that there are 618 staff, of which there are 5 apprentices. Last year there were 10 apprentices. Did those apprentices graduate and stay within Council or did they move on?	<b>Mayor, Councillor M K Garwood</b> <i>Responded by saying that the question would be Taken on Notice and a response will be provided in the Council Agenda of 22 January 2026.</i>

**6. NOTICES OF MOTION**

*Local Government (Meeting Procedures) Regulations 2025 - regulation 19*

**6.1. Notice of Motion - Robin Smith - Bench Installation at George Street Taxi Rank - 21 November 2025**

**FILE NO:** SF5547

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

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

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**DECISION STATEMENT:**

To consider a notice of motion submitted on 21 November 2025 by Robin Smith regarding bench seat installation at the George Street Taxi Rank.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas) – section 72B (4) and (5).*

**RECOMMENDATION:**

That Council:

1. resolves to install a public seat at the taxi rank in George Street, Launceston.

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**DECISION: 4 December 2025**

**MOTION**

**Moved Robin Smith, seconded Jeanette Smith.**

**That Council:**

1. resolves to install a public seat at the taxi rank in George Street, Launceston.

**CARRIED**

**6.2. Notice of Motion - Robin Smith - Poster Pole Installation Brisbane Street Mall - 21 November 2025**

**FILE NO:** SF5547

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

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

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**DECISION STATEMENT:**

To consider a notice of motion, submitted on 21 November 2025 by Robin Smith, regarding the installation of a poster pole in the Brisbane Street Mall.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas) – section 72B (4) and (5).*

**RECOMMENDATION:**

That Council:

1. resolves to reinstate a Poster Pole in the Brisbane Street Mall.

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**DECISION: 4 December 20**

**MOTION**

**Moved Robin Smith, seconded Jeanette Smith.**

**That Council:**

1. resolves to reinstate a Poster Pole in the Brisbane Street Mall.

**LOST**

**6.3. Notice of Motion - Robin Smith - Social Services Provisioning in Civic Square  
- 21 November 2025**

**FILE NO:** SF5547

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

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

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**DECISION STATEMENT:**

To consider a notice of motion, submitted on 21 November 2025 by Robin Smith, regarding the provision of social services in Civic Square.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas) – section 72B (4) and (5).*

**RECOMMENDATION:**

That Council:

1. resolves to review those matters it is responsible for in connection with the operation of the social services (food distribution for the poor and those sleeping on the street) as operated in Civic Square, Cameron Street, Launceston.

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

**DECISION: 4 December 2025**

**MOTION**

**Moved Robin Smith, seconded Jeanette Smith.**

**That Council:**

1. resolves to review those matters it is responsible for in connection with the operation of the social services (food distribution for the poor and those sleeping on the street) as operated in Civic Square, Cameron Street, Launceston.

**LOST**

ATTENDEE	QUESTION	RESPONSE
Councillor A G Harris	Does Council provide a permit for them to do so [for Social Services to provide food to those in need in Civic Square] or do they simply turn up and do Council turn a blind eye?	<b>Chief Executive Officer</b> <i>Responded by saying that the question would be Taken on Notice and a response will be provided in the Council Agenda of 22 January 2026.</i>

**6.4. Notice of Motion - Robin Smith - By-Law for Early Discount Provision - 24 November 2025**

**FILE NO:** SF5547

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

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

**DECISION STATEMENT:**

To consider a notice of motion, submitted on 24 November 2025 by Robin Smith, regarding establishing a by-law for early discount provision for all parking infringement notices.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)* – section 72B (4) and (5).

**RECOMMENDATION:**

That Council:

1. resolves to make a new by-law in the terms of the current Parking Facilities By-Law No 2 of 2023 with the following early discount provision for all infringement notices issued under clause 7 with penalty units corresponding as shown below:

Column 1 Section	Column 2 Offence	Column 3 Penalty (penalty units)	Column 4 Reduced penalty if paid to Council within 14 days from date of service of Infringement Notice (penalty units)	Column 5 Reduced penalty if paid to Council after 14 days but within 28 days from date of service of Infringement Notice (penalty units)
Section 97(1)(a)(i)	Remaining parked whilst meter not running	0.5	0.2	0.3
Section 97(1)(a)(ii)	Exceeding maximum period on parking meter	0.5	0.25	0.4
Section 97(1)(b)(i)	Parking without parking voucher displayed	0.5	0.2	0.3

Section 97(1)(b)(ii)	Parking longer than authorised by a parking voucher	0.5	0.25	0.4
Section 97(1)(c)	Parking more than one motor vehicle in a space	0.5	0.25	0.4
Section 97(1)(d)	Parking a motor vehicle partly inside and outside a space	0.5	0.2	0.3

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

**DECISION: 4 December 2025**

**MOTION**

Moved Robin Smith, seconded Jeanette Smith.

That Council:

1. considers to make a new by-law in the terms of the current Parking Facilities By-Law No 2 of 2023 with the following early discount provision for all infringement notices issued under clause 7 with penalty units corresponding as shown below:

Column 1 Section	Column 2 Offence	Column 3 Penalty (penalty units)	Column 4 Reduced penalty if paid to Council within 14 days from date of service of Infringement Notice (penalty units)	Column 5 Reduced penalty if paid to Council after 14 days but within 28 days from date of service of Infringement Notice (penalty units)
Section 97(1)(a)(i)	Remaining parked whilst meter not running	0.5	0.2	0.3

Section 97(1)(a)(ii)	Exceeding maximum period on parking meter	0.5	0.25	0.4
Section 97(1)(b)(i)	Parking without parking voucher displayed	0.5	0.2	0.3
Section 97(1)(b)(ii)	Parking longer than authorised by a parking voucher	0.5	0.25	0.4
Section 97(1)(c)	Parking more than one motor vehicle in a space	0.5	0.25	0.4
Section 97(1)(d)	Parking a motor vehicle partly inside and outside a space	0.5	0.2	0.3

**CARRIED**

ATTENDEE	QUESTION	RESPONSE
<b>Councillor A G Harris</b>	Is the Mayor, or one of the officers, able to explain to us in simple terms what the legal aspect has to be for us to be able to apply a discount to an off-street parking ticket like we are able to apply to on-street parking?	<b>Chief Executive Officer</b> <i>Responded by saying the question would be Taken on Notice and a response will be provided in the Council Agenda of 22 January 2026.</i>
<b>Councillor A J Britton</b>	Do we offer discounts, or is there just a discrepancy between certain car parks as to how much the fine costs?	<b>Executive Leader Delivery and Performance</b> <i>The difference between the examples provided is that one is an on-street car park and one is an off-street car park which is subject to difference legislation.</i>

<b>Councillor A J Britton</b>	It says here that the Parking Team's undertaking a review of the parking facilities by law, so is the purpose of this review to marry up the price of infringements across the board?	<p><b>Executive Leader Delivery and Performance</b></p> <p><i>What this motion is referring to is the penalty units that is set by the State Government. What Council is able to do is determine how much of that penalty unit we are going to charge - whether we charge the full amount or a fraction of the penalty unit. This is what is being considered as part of the current review. We have made some steps in terms of being a bit more lenient in terms of issuing infringements as well, which is a positive step and has been well received in the community.</i></p>
<b>Councillor A J Palmer</b>	Mr. Smith's current motion is the same motion that was tabled at last years AGM. At this meeting it was found that it does not meet the procedural requirements of the <i>Local Government Act 1993</i> , so even if we are in favour of this motion, it will not go anywhere?	<p><b>Team Leader Governance</b></p> <p><i>It was confirmed with the Team Leader Legal Services that as nothing had changed with the motion, then the response to the motion would be unchanged.</i></p> <p><b>Executive Leader Delivery and Performance</b></p> <p><i>As a followup, looking at the 23rd of January report which went to Council, it states that unfortunately the Parking Facilities By-Law No. 2 of 2023 does not offer a discount to early payment as it does in other areas of the city for the same offence.</i></p>
<b>Councillor T G Walker</b>	Are members of this table able to amend notice a motion from the floor?	<p><b>Chief Executive Officer</b></p> <p><i>Yes, we treat this like any normal motion where any voting member can provide an amendment.</i></p>
<b>Councillor A G Harris</b>	What effect has not having a discount had on the number of infringements being issued in off-street parking as compared to on-street parking?	<p><b>Executive Leader Delivery and Performance</b></p> <p><i>There has certainly been a much greater rate of compliance - so an unintended consequence of not having an early discount is that we have seen better compliance and in turn we have gotten traffic moving more through the CBD.</i></p>

<p><b>Robin Smith</b></p>	<p>The officer mentioned section 156 of the <i>Local Government Act 1993</i>, that says it can not be carried into law. Section 156 relates to how it would be handled as a motion at a successive meeting. If this is to appear at the next meeting as a motion adopted, it would then be effectively reincarnated or reborn at a future meeting. That condition would apply to that meeting differently from an AGM. Would that be my understanding?</p>	<p><b>Mayor, Councillor M K Garwood</b> <i>It is the officer's opinion that this is true.</i></p>
	<p>The officer said something along the lines of being more lenient, can you expand on that?</p>	<p><b>Executive Leader Delivery and Performance</b> <i>We are not being lenient in terms of the cost of the infringement, it is whether or not to infringe. For example, if someone's parking ran out 30 seconds ago and we can see them running to their car, we would choose not to infringe in that instance. It is about adopting a common sense approach.</i></p>
<p><b>Councillor T G Walker</b></p>	<p>Would I be able to move a motion to change the word resolves, to considers?</p>	<p><b>Mayor, Councillor M K Garwood</b> <i>We would not need a mover and a seconder if we had permission from the original mover and the seconder for the amendment.</i></p>
<p><b>Robin Smith</b></p>	<p>Can you please clarify what the officer means by 'the motion is not one that can be carried into law?'</p> <p>Would Councillor Walker accept changing the word to 'intention'.</p>	<p><b>Executive Leader Delivery and Performance</b> <i>Responded by saying that the question would be Taken on Notice and a response will be provided in the Council Agenda of 22 January 2026.</i></p> <p><b>Councillor T G Walker</b> I do think the word "intention" is a little too strong. It makes it sound like Council has an intention to definitely make a law. Whereas, I think "that council considers to make" sound like we are just taking it under consideration at this stage.</p>

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**6.5. Notice of Motion - Robin Smith - Closed Circuit Television - 24 November 2025**

**FILE NO:** SF5547

**AUTHOR:** Taylor Murphy (Administration Officer - Governance Support)

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

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**DECISION STATEMENT:**

To consider a notice of motion, submitted on 24 November 2025 by Robin Smith, regarding the primary role of Closed Circuit Television (CCTV) in the City of Launceston.

**RELEVANT LEGISLATION:**

*Local Government Act 1993 (Tas)* – section 72B (4) and (5).

**RECOMMENDATION:**

That Council:

1. returns to the doctrine that the primary role of Council's closed circuit television (CCTV) camera network of 27 cameras in public safety over asset security and,
2. undertakes the following action on CCTV network coverage in the Brisbane Street Mall, Launceston:
  - a. Consideration be given to adjustments to existing camera locations, potentially relocating and lowering cameras closer to the ground;
  - b. Adding more fixed CCTV cameras that may be required to cover parts of the pedestrianised approaches where there is currently no coverage.

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

**DECISION: 4 December 2025**

**MOTION**

Moved Robin Smith, seconded Jeanette Smith.

That Council:

1. returns to the doctrine that the primary role of Council's closed circuit television (CCTV) camera network of 27 cameras in public streets is public safety over asset security and,
2. undertakes the following action on CCTV network coverage in the Brisbane Street Mall, Launceston:
  - a. Consideration be given to adjustments to existing camera locations, potentially relocating and lowering cameras closer to the ground;
  - b. Adding more fixed CCTV cameras that may be required to cover parts of the pedestrianised approaches where there is currently no coverage.

**LOST**

ATTENDEE	QUESTION	RESPONSE
<b>Robin Smith</b>	The primary purpose of Council's CCTV is to support facilities and asset management. Is that one officer's opinion?	<b>Chief Executive Officer</b> <i>That is the professional opinion of the administration.</i>
<b>Councillor A G Harris</b>	It appears the State Government is a central role for public safety in Tasmania, but Council has a secondary role to address day-to-day community safety needs and local risks.  I am just trying to understand how we see the interplay between State and local Councils with regards to CCTV?	<b>Chief Executive Officer</b> <i>For us internally, we do not want to blur lines.  We are not trying to remove ourselves from any community good or social good. We certainly do not want to be confusing ourselves with services such as Tasmania Police, who very clearly have a very active role in serving and protecting the community. Some Councillors may recall we discussed this matter at a previous workshop around CCTV cameras and the rationale provided by staff, particularly around our current network, which is almost somewhat redundant. Equally, noting the age of that network, the age of the cameras and the maintenance requirements we did advise we will be looking to update that system and use a more modernised system.</i>
<b>Councillor A J Britton</b>	Where are we at with the Mayor's motion regarding CCTV?	<b>Mayor, Councillor M K Garwood</b> <i>Details of the Status of Notices of Motions can be found under the CEO's Network in the Agenda, however that review has been completed and has informed Council as to where we go next.</i>

**7. MEETING CLOSURE**

**The Mayor, Councillor M K Garwood, closed the Meeting at 6.49pm.**