



City of  
**LAUNCESTON**

# **ANNUAL GENERAL MEETING AGENDA**

**THURSDAY 4 DECEMBER 2025  
5.30PM**

**Notice is hereby given that the Annual General Meeting of the City of Launceston Council will be 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**

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## **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.

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

**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).*

**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.

**4. PUBLIC QUESTION TIME**

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

**4.1. Public Questions on Notice**

*Local Government (Meeting Procedures) Regulations 2025 - Regulation 38*

**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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**ATTACHMENTS:**

1. Robin Smith - Questions on Notice redacted [4.1.1.1 - 5 pages]

**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*

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**ATTACHMENTS:**

2. Robin Smith - Questions on Notice redacted [4.1.1.1 - 5 pages]

**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), 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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**ATTACHMENTS:**

1. Robin Smith - Questions on Notice redacted [4.1.1.1 - 5 pages]
2. Qo N 8 August 2024 [4.1.3.1 - 2 pages]

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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.*

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**ATTACHMENTS:**

1. Robin Smith - Questions on Notice redacted [4.1.1.1 - 5 pages]

**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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**ATTACHMENTS:**

1. Robin Smith - Questions on Notice - Dark Mofo and Anti Social Behaviour redacted [4.1.5.1 - 1 page]

**4.2. Public Questions Without Notice**

*Local Government (Meeting Procedures) Regulations 2025 - Regulation 37*

**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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### REPORT:

The City of Launceston's Annual Reports for the year ended 30 June 2025 have been publicly provided by their inclusion on the City of Launceston's website - [www.launceston.tas.gov.au](http://www.launceston.tas.gov.au) .

The Annual Reports provide an overview of the City of Launceston's operational and financial performance for the year ended 30 June 2025.

Pursuant to section 72(2)(d) of the *Local Government Act 1993* (Tas), the City of Launceston's Annual Report for the year ended 30 June 2025 was advertised in The Examiner on 8 November 2025 and 25 November 2025 and published on the City of Launceston's website [www.launceston.tas.gov.au](http://www.launceston.tas.gov.au) for members of the public to lodge submissions by 12pm Monday 24 November 2025.

No submissions have been received in regard to the City of Launceston's Annual Reports for the year ended 30 June 2025.

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

**STRATEGIC DOCUMENT REFERENCE:**

*City of Launceston Strategic Plan 2025-2035*

Council's consideration of this matter meets a legislative requirement.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

**DISCLOSURE OF INTERESTS:**

The Chief Executive Officer has no interests to declare in this matter.

**ATTACHMENTS:**

1. Launceston Flood Authority Annual Report - 30 June 2025 [**5.2.1** - 39 pages]
2. City of Launceston Annual Report 2024-2025 [**5.2.2** - 214 pages]
3. QVMAG Annual Report 2024 2025 [**5.2.3** - 128 pages]

**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 24 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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**REPORT – BACKGROUND PROVIDED BY MR. SMITH:**

The public seat that was provided by council at the taxi rank outside approximately 75 George Street, Launceston (near Garrison Gate) has been replaced with a feature call 'The Combined System Seat 2022'.

This upright brick feature pays homage in shape to the sewer below – Launceston having the oldest underground combined sewer and stormwater system in Australia.

Unfortunately, the installation suffers from not having any part low enough or suitable for actually sitting on while waiting for a taxi.

**OFFICER COMMENTS:**

*In 2024, Council adopted the Launceston City Heart Place Plan, a blueprint for the revitalisation of the city centre. The Plan reflects the needs, aspirations and values of our community and sets out the key actions that will guide us towards a vibrant and welcoming city centre. In relation to George Street, the street was identified to trial dining decks and micro greening, now complete.*

*With work currently being undertaken to improve wayfinding, lighting and amenity of the City Heart this is an appropriate stage to identifying additional permanent community infrastructure and the process including stakeholder and community consultation. In the interim, the Open Spaces Team will explore opportunities for a seat in relation to the existing taxi stop.*

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

**STRATEGIC DOCUMENT REFERENCE:**

*Not applicable:*

Council's consideration of this matter supports delivery of a core service or function.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

1. ECM 5306497 v 1 Notice of Motion for Annual General Meeting - Suggestion - Installation of bench sea [6.1.2 - 1 page]

**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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**REPORT PROVIDED BY MR. SMITH:**

**PURPOSE**

- The purpose of installing a poster pole in the Launceston CBD is to provide a central location to promote the responsible hanging and pasting-up of paper based public notices.
- A poster pole is intended as an installation to activate and improve the amenity of the Mall area.
- By representing some form of order, it goes to delegitimises indiscriminate illegal fly-posting across the wider CBD.

**BACKGROUND**

City Heart Stage 1 treatment to the Brisbane Street Mall saw the removal of the Poster Pole located in the west-end of the mall, shortly after 12 April 2018. It was a vertical-facing concrete pipe with a domed top resembling traditional European street furniture. It was not replaced. There are few sites to legitimately post in Launceston and council regularly assigns morning crew staff to remove illegal and unwanted posters from council owned and managed assets.

Despite being in the digital age, the purpose of a poster pole is to provide information that may be of interest to the community such as events and activities, lost dogs and politics.



Another consequence of providing a legitimate surface for fliers, posters and stickers is that it removes any excuse for illegal littering from the unwanted affixing to other public and private infrastructure. It could be viewed in the same way Launceston provides legal graffiti walls to lure taggers away from defacing public infrastructure.

Essentially the pole is self-managing, with the layers building up like bark on a tree requiring annual clearing back.

During the Tasmania State election 2025, political activists indiscriminately 'slapped' hundreds of A5 size self-adhesive political stickers which brought renewed attention to littering penalties enforcement and alternative outlets for public messaging.

### **OFFICER COMMENTS:**

*The City of Launceston appreciates community feedback and suggestions aimed at enhancing our vibrant CBD, including the request to reintroduce a poster pole in Brisbane Street Mall.*

*The poster pole was installed prior to the 2018 redevelopment of the Brisbane Street Mall with the goal of offering a central, legitimate location for community groups, individuals, and event organisers to promote community events and low-cost or non-commercial activities.*

*It was intended to discourage unauthorised "wild" posting on other infrastructure across the CBD, such as poles, walls and street furniture, thereby reducing visual clutter and maintenance burdens.*

*While the pole did receive some appropriate use for community promotions, it fell short of its objectives in several ways:*

- It did not significantly reduce broadscale unauthorised posting elsewhere in the city, as evidenced by ongoing reports from our Cleansing Crew and community members of posters appearing on unintended surfaces.*
- It was at times misused for commercial advertising by private businesses, which diluted its community-focused purpose and created enforcement challenges.*

### **Brisbane Street Mall design principles**

*The removal of the poster pole was a deliberate decision undertaken at the time of the redesign of the Brisbane Street Mall as part of the first stage of the Launceston City Heart Project, a \$19.4 million initiative to revitalise central Launceston. The project was shaped by extensive community engagement, involving more than 3000 participants and earning a Planning Institute of Australia Excellence Award for consultation in 2015.*

*Feedback highlighted concerns about visual clutter, outdated amenities and a desire for a cleaner, more flexible, and inviting spaces that encouraged longer dwell times, events and social interaction.*

*Key design principles for Launceston's public spaces included:*

- *Reducing clutter to improve long views, human scale and overall aesthetic appeal.*
- *Enhancing flexibility for events, outdoor dining and activations through high-quality pavements, new street furniture and decorative shelters.*
- *Focusing on safety, greening and night-time activation with improved lighting and wayfinding signage, rather than static advertising structures.*

*Reintroducing a poster pole would contradict these principles, potentially reintroducing clutter and undermining the mall's modern, open design.*

**Existing alternatives for community promotion**

*In 2025, community groups and event organisers have access to many effective alternatives that align better with contemporary promotion needs:*

- *For example, many shop owners in the CBD, including in Brisbane Street Mall, willingly display posters in their windows for local events, providing distributed visibility without centralised infrastructure.*
- *Digital and online channels, such as social media platforms and event websites broader reach and are increasingly preferred for promotion over hard-copy posters.*

**Operational and strategic considerations**

*From an operational perspective, the poster pole required ongoing maintenance from our Cleansing Crew to address weathering, unauthorised commercial use, and cleaning, which added to costs without delivering proportional benefits.*

*After careful consideration, Council officers do not support its reintroduction. This position is informed by the history of the structure, outcomes from the 2018 redevelopment as part of the Launceston City Heart Project, community consultation feedback and our current strategies for activating public spaces.*

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

**STRATEGIC DOCUMENT REFERENCE:**

*Not applicable:*

Council's consideration of this matter supports delivery of a core service or function.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

1. ECM 5306493 v 1 Notice of Motion for Annual General Meeting - Suggestion - Installation of poster po [6.2.1 - 4 pages]

**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 24 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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**REPORT PROVIDED BY MR. SMITH:**

The location for the provisioning of on-street charitable services in Launceston Central Activities Area has, every few years, progressively moved from Royal Park, then Brisbane Street Mall and currently Civic Square, Cameron Street, Launceston.

Such as review may identify an opportunity for offering a new location to enhance such services for the community as was found following a previous motion (attached).

**OFFICER COMMENTS:**

*The identification and provision of locations for on-street charitable services is not a role or responsibility of Council. While we acknowledge the importance of these services to the community, decisions regarding their placement and operation fall outside Council's remit.*

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*Council's role in relation to community development and social services, as outlined in the City of Launceston Strategic Plan 2025–2035, focuses on:*

- *Facilitating partnerships with service providers and community organisations.*
- *Supporting strategic planning to enhance liveability and social inclusion.*
- *Providing advocacy to other tiers of government and relevant agencies on issues impacting community wellbeing.*
- *Delivering programs and initiatives that strengthen community connections and participation.*
- *Creating safe, inclusive public spaces that encourage engagement.*

*These activities enable Council to contribute to a vibrant, inclusive city without directly managing or determining the location of charitable service operations.*

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

**STRATEGIC DOCUMENT REFERENCE:**

*Not applicable:*

Council's consideration of this matter supports delivery of a core service or function.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

1. ECM 5306497 v 1 Notice of Motion for Annual General Meeting - Social Services Provisioning in Civic [6.3.1 - 3 pages]

**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

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**REPORT PROVIDED BY MR. SMITH:**

By doing so, council may at future general meeting, pursuant to section 156 of the Local Government Act 1993 (Tas), resolve by absolute majority, that it intends to make such a by-law to be known as Parking Facilities By-Law No 1 of 2026. (For the avoidance of doubt, this table above is extracted from the On-Street Parking Penalties By-Law Number 1 of 2023 detailed in the City of Launceston Council Meeting Agenda Thursday 15 June 2023 p. 75, being part of the prescribed penalties table). Report and enclosures to follow under separate cover.

Attachment 1 is a copy of Mr. Smith's Notice of Motion and Attachment 2 is background information provided by Mr. Smith.

**OFFICER COMMENTS:**

*Team Leader Governance*

*This motion is substantially the same as a motion submitted for the 2024 Annual General Meeting (AGM). It was carried at the AGM and tabled at the Council Meeting on 23 January 2025. The motion does not meet the procedural requirements of the Local Government Act 1993.*

*The Team Leader Legal Services' comments for the agenda item at the 23 January meeting noted that:*

*"The Motion under consideration is not one that can be carried into law, because it does not meet the requirements of section 156 of the Local Government Act 1993. As written, it is invalid: section 156(2) of the Local Government Act. Section 156 provides the following.*

**156. Motion of intention to make by-law**

- (1) A council which intends to make a by-law is to pass a resolution by an absolute majority to that effect.
- (2) A by-law which is made without the resolution referred to in [subsection \(1\)](#) is invalid.

*If Council is to amend the by-law to introduce early discount provision, it is necessary to explicitly form an intention to that effect, by reason of section 156(2). Forming an intention to create a by-law is the first formal step in the process established under the Local Government Act 1993.*

*Given the complexity of the by-law making processes, if Council wishes to proceed to amend the by-law, it is recommended that Council requires the matter to return to Council at a later date. This will also provide the opportunity to address any other improvements to the by-law that may be available as part of an amendment process, prior to commencing any applicable public consultation requirements.”*

*The motion table at the 23 January 2025 Council Meeting was lost unanimously.*

*Senior Leader Health and Compliance*

*The Parking team is undertaking a review of the Parking Facilities By-law No. 2 of 2023 to identify opportunities to improve systems and processes for the community. Penalties will be considered within this review. Engagement with the Council and community will be part of the review of the by-law.*

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

**STRATEGIC DOCUMENT REFERENCE:**

*Not applicable:*

Council's consideration of this matter supports delivery of a core service or function.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

**DISCLOSURE OF INTERESTS:**

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



**ATTACHMENTS:**

1. Background information for Notice of Motion - Parking By- Law - Robin Smith redacted [6.4.1 - 5 pages]
2. Notice of Motion - Robin smith - Make By- Law for Early Discount Provision - 24 November 2025 redact [6.4.2 - 2 pages]

**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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**REPORT PROVIDED BY MR. SMITH:**

**BACKGROUND**

The council's past commitment to a CCTV network has been vital for public safety and security and was made possible by additional capital investment from the State and Federal Government. However, from observations and recent lack of available evidence for past assaults of council's morning cleansing crew, it is clear that significant and unacceptable blind spots exist.

There is a past catalogue of instances where council has indicated that the core tenet of the CCTV network was public safety, including reports and media releases in response to securing both State and Federal funding grants assuring the public safety was a priority of the CCTV network.

Council officers have been of assistance in the most recent enquiries, but nothing proposed in this motion has been costed or consulted on with council.

## PREVIOUS ENGAGEMENT

### Motion – Annual General Meeting 2011

There was a motion in the City of Launceston Annual General Meeting of 5th December 2011:

*"That a report comes back to Council giving options on possible enhancements of CCTV coverage of the pedestrianised area of the Brisbane Street Mall and suggest funding options therein".*

Officer response [30th January 2011] to that motion was that a project was in progress and this motion was redundant. There are no records of such a project and no evidence of any enhancements to blind spot coverage even following the City Heart stage 1 refurbishment.

### Motion – Annual General Meeting 2021

In a motion at the AGM 2nd December 2021 (agenda item 5.1), –

*"That Council reviews provision of the Council's operated closed circuit television cameras in the Brisbane Street Mall with a view to extending it to those areas where there is currently no coverage."*

The response to the motion from council officers was opposition due to a current 'review'. On the strength of that officer's advice, the motion was withdrawn at the meeting.

No records of any such project were available in response to a recent request to council.

### Question – 4 December 2017

Public Questions Without Notice at item 4.2.3 from 4th December 2017 sought assurance that promised spending on CCTV was met.

### Motion (Response) – General Meeting 31 July 2025

A report appeared on council meeting agenda Thursday 31 July 2025 19.6. Response to Notice of Motion – Mayor Councillor M K Garwood – CCTV (Closed Circuit Television) System Within Launceston Central Business District.

Within that motion it asked for **"options for system improvement, and a focus on community safety"** and the report gave a *"System improvement opportunities:"* list but was quiet except to note the lack of formal strategy, a suffering from ad hoc camera installation on an entry-level platform with inconsistent maintenance and no replacement schedule – limited resourcing and informal oversight.

Ostensibly the role of the network was described as 'asset security' in the table below.

**CCTV sites within the Central Business District (CBD)**

Location	Function	Number of Cameras
Brisbane Street Mall	Asset security	10
Quadrant Mall	Asset security	3
Paterson Street East Car Park	Asset security and facility management	29
Criterion Place	Asset security	4
York Street (between Wellington and St John)	Asset security	2
St John Street (between York & Paterson)	Asset security	3
George Street (between Paterson and Brisbane)	Asset security	3
Charles Street	Asset security	2
Total		56

The following text highlighted in bold below illustrate from where officers in the report outlines how council now defines the role of the CCTV network:

- Council's existing CCTV network focuses on facility and asset management **not public safety or crime prevention**. Cameras were primarily installed to deter vandalism, prevent unauthorised access, support staff safety and mitigate operational tasks.
- The primary purpose of Council's CCTV system is to **support facility and asset management**.

**OFFICER COMMENTS:**

*Senior Leader City Amenities.*

1. *Noting that public safety is not a core function of local government, Council acknowledges the importance of public safety within the Brisbane Street Mall and across the wider CBD so that the community feels safe.*

*If the primary purpose of the Council CCTV network were to shift toward real-time public safety, the system would require active, continuous monitoring and operational response capability. At this point in time, the City of Launceston does not have the resources, infrastructure or operational framework in place to actively monitor CCTV footage in real time.*

*The current CCTV network is designed and accessed primarily for passive review (supporting post-incident investigation by either Council Officers or Tasmania Police, asset protection and operational management) rather than live surveillance.*

*This approach aligns with Council's current resourcing, governance, and legislative frameworks.*

*Any future consideration of CCTV for direct public safety purposes would require a formal business case, including assessment of monitoring requirements, staffing, technology, legal and privacy implications, and financial impacts.*

2. *City of Launceston supports the intent of improving the effectiveness of the CCTV network and is willing to undertake a review of the placement of existing cameras within the Brisbane Street Mall. Such a review would consider whether adjustments to camera locations, including height and orientation, could improve coverage.*

*Council could separately undertake a review of potential locations for any future expansion of the CCTV network, including the identification of areas where additional fixed cameras may be beneficial. Any outcomes of such a review would need to be subject to technical feasibility, privacy and legislative requirements, and future budget consideration.*

**RISK IMPLICATIONS:**

Not considered relevant to this report.

**ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACT:**

Not considered relevant to this report.

**STRATEGIC DOCUMENT REFERENCE:**

*Not applicable:*

Council's consideration of this matter supports delivery of a core service or function.

**BUDGET AND FINANCIAL IMPLICATIONS:**

Not considered relevant to this report.

**DISCLOSURE OF INTERESTS:**

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

**ATTACHMENTS:**

1. ECM 5306493 v 1 Notice of Motion for Annual General Meeting - CCTV redacted [6.5.1 - 3 pages]

**7. MEETING CLOSURE**