



**NORTHERN
MIDLANDS
COUNCIL**

AGENDA

Ordinary Meeting of Council

Monday, 10 April 2017

**Des Jennings
General Manager**

QUALIFIED PERSONS ADVICE

The *Local Government Act 1993* provides (in part) as follows:

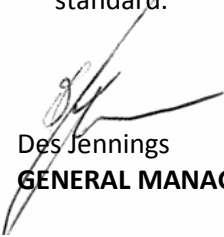
- ♦ A General Manager must ensure that any advice, information or recommendation given to the Council is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.
- ♦ A Council is not to decide on any matter which requires the advice of a qualified person without considering such advice unless the General Manager certifies in writing such advice was obtained and taken into account in providing general advice to the Council.

I therefore certify that with respect to all advice, information or recommendation provided to the Council in or with this Agenda:

- i) the advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation; and
- ii) where any advice is directly given by a person who does not have the required qualifications or experience, that person has obtained and taken into account in that person's general advice, the advice from an appropriately qualified or experienced person.

MEETING CONDUCT

- ♦ People attending Council Meetings are expected to behave in an appropriate manner.
- ♦ The following is not acceptable:
 - Offensive or inappropriate behaviour
 - Personal insults
 - Verbal abuse
- ♦ In the case of any inappropriate outburst or derogatory behaviour, an apology from the offending party or parties will be requested. Anyone at the meeting, if they feel offended in any way by any such behaviour specified above, should immediately bring the behaviour to the notice of the Chairperson by the way of a point of order.
- ♦ The Chairperson has the right to evict from a meeting any person who is not behaving to an appropriate standard.



Des Jennings
GENERAL MANAGER

GUIDELINES FOR COUNCIL MEETINGS

PUBLIC QUESTIONS AND STATEMENTS

PUBLIC QUESTION TIME:

Regulation 31 of the *Local Government (Meeting Procedures) Regulations 2015* makes provision for Public Question Time during a Council meeting.

Public question time is to commence immediately after the meal break at approximately 6:45pm and is to be conducted in accordance with the following guidelines:

- ♦ At each Council Meeting up to 20 minutes, or such longer period as Council may determine by resolution at that meeting, is to be provided for persons at the meeting to ask questions.
- ♦ A person seeking to ask a question must firstly identify himself or herself by stating their name and the town they reside in.
- ♦ If more than one person wishes to ask a question, the Mayor is to determine the order in which those questions are asked
- ♦ Questions must be directed to the Mayor who shall answer or direct the question to the appropriate Councillor or Council Officer. A question will be answered if the information is known otherwise taken on notice and responded to in writing within 10 working days. Questions should preferably be in writing and provided to the General Manager 7 days prior to the Council Meeting.
- ♦ A person is entitled to ask no more than 2 questions on any specific subject. If a person has up to two questions on several subjects, the Mayor may defer those questions until other questions have been asked and refer back to that person only if time permits.
- ♦ Each speaker is limited to a maximum of 3 minutes.

REPRESENTATIONS ON PLANNING ITEMS

A maximum of 4 persons per item (2 for and 2 against) will be permitted to address Council on a planning item. After the representation has been made, Councillors are permitted to ask questions of the party who made the representation.

Each speaker is limited to a maximum of 3 minutes.

PETITIONS

In relation to the receipt of petitions, the provisions of the *Local Government Act 1993*, Part 6 - Petitions, polls and public meetings, S57 and S58, should be noted.

RECORDING OF COUNCIL MEETINGS

Regulation 33 of the *Local Government (Meeting Procedures) Regulations 2015* provides for the audio recording of Council meetings.

The purpose of recording meetings of Council is to assist Council officers in the preparation of minutes of proceedings.

The provision of recording of Council meetings in this policy:

- ♦ only applies to formal Council meetings (ordinary meetings, special meetings and Annual General meetings);
- ♦ does not apply to closed sessions of Council;
- ♦ does not apply to Committees of Council;
- ♦ The recording will not replace written minutes and a transcript of the recording will not be prepared;
- ♦ The recording may be used by Council staff to assist with the preparation of the minutes and by Council during a subsequent meeting within the period that the recording is retained;
- ♦ The official copy of the recording of a Council meeting is to be retained by Council for at least a period of 6 months from the date of a meeting and deleted after that period has expired.
- ♦ If requested, a recording of a Council meeting to be available to Councillors at no cost within 24 hours of the meeting.
- ♦ Notices advising that
 - the proceedings of the meeting are to be audio recorded; and
 - the detail relating to the recording of meetings by members of the publicare to be on display at each meeting.

A member of the public may only use an audio recorder, or any other recording and/or transmitting device, to record the proceedings of a meeting of Council with the written permission of the General Manager for the express purpose proposed. The Northern Midlands Council reserves the right to revoke such permission at any time.

Unless expressly stated otherwise, Northern Midlands Council claims copyright ownership of the content of recordings of Council meetings ("the Recordings").

The Recordings may not upload, display, print and/or reproduced without the written permission of the General Manager for the express purpose proposed.

The Northern Midlands Council reserves the right to revoke such permission at any time. Apart from uses permitted under the *Copyright Act 1968*, all other rights are reserved.

Any request for authorisation, including authorisation for the use of recordings, should be directed to the General Manager, 13 Smith Street, Longford TAS 7301.

AGENDA – ORDINARY MEETING

10 APRIL 2017



NOTICE is hereby given that the next meeting of the Northern Midlands Council will be held at the Council Chambers, Longford on Monday, 10 April 2017 at 5.00pm.

[Signature]
Des Jennings
General Manager

5 April 2017

4.00pm Councillor Workshop – closed to the public

GOV 1 ATTENDANCE

1 PRESENT

In Attendance:

2 APOLOGIES

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GOV 3 DECLARATIONS OF ANY PECUNIARY INTEREST OF A COUNCILLOR OR CLOSE ASSOCIATE

Section 8 sub clause (7) of the *Local Government (Meeting Procedures) 2005* require that the Chairperson is to request Councillors to indicate whether they have, or are likely to have a pecuniary interest in any item on the Agenda.

GOV 4 CONFIRMATION OF MINUTES

1 ORDINARY COUNCIL MEETING – 20 MARCH 2017

DECISION

Cr

The Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 20 March 2017, inclusive of the following amendment:

Minute Reference 85/17 – Councillor Attendance at ANZAC Day Services:

Decision to include: Cr Adams' attendance at the Longford dawn service.

be confirmed as a true record of proceedings.

2 CONFIRMATION OF MINUTES OF COMMITTEES

Attachments: Section 1 – Page 1

Minutes of meetings of the following Committees were circulated in the Attachments:

	Date	Committee	Meeting
i)	08/03/2017	Morven Park Management & Development Association Inc	Ordinary
ii)	29/03/2017	Cressy Local District Committee	Ordinary
iii)	30/03/2017	Avoca, Royal George & Rossarden Local District Committee	Ordinary
iv)	03/04/2017	Northern Midlands Economic Development Committee	Ordinary

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DECISION

Cr

That the Minutes of the Meetings of the above Council Committees be received.

3 RECOMMENDATIONS OF SUB COMMITTEES

In the attached minutes of sub committees, no new recommendations have been noted as being for Council's consideration.

NOTE: *Matters already considered by Council at previous meetings have been incorporated into INFO 15: Officer's Action Items.*

GOV 5 DATE OF NEXT COUNCIL MEETING
15 MAY 2017

Mayor Downie advised that the next Ordinary Council Meeting would be held at the Northern Midlands Council Chambers at Longford at 5.00pm on Monday, 15 May 2017.

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INFO INFORMATION ITEMS

1 COUNCIL WORKSHOPS/MEETINGS HELD SINCE THE LAST ORDINARY MEETING

Responsible Officer: Des Jennings, General Manager

The General Manager advised that the following workshops/ meetings had been held.

Date Held	Purpose of Workshop
03/04/2017	Council Workshop Presentations: - Campbell Town Multi-Function Complex - Stimulus Loan Projects & Others - Perth Link Road
10/04/2017	Council Workshop Presentation: - Morven Park Recreation Ground Discussion: - Council Meeting Agenda items

2 MAYOR'S COMMUNICATIONS

Mayor's Communications for the period 21 March 2017 to 10 April 2017 are as follows:

Date	Activity
29 March 2017	Attended commemoration of Harry Murray VC, Evandale
31 March 2017	Attended meeting regarding Australian Maritime College development in South Australia, Launceston
3 April 2017	Launched UTAS Rural Clinical School training week, Longford
3 April 2017	Attended Council workshop, Longford
4 April 2017	Attended Ross War Memorial with Senator Jonathon Duniam, Ross
4 April 2017	Attended Campbell Town District Forum, Campbell Town
6 April 2017	Attended Mayor's Professional Development Day, Launceston
7 April 2017	Attended Local Government Association of Tasmanian General Meeting, Launceston
10 April 2017	Attended Council workshop and meeting, Longford
Attended to numerous email, phone, media and mail inquiries.	

3 PETITION – ROSS AUTO CLASSIC

Attachments: Section 1 – Page 16

1 PURPOSE OF REPORT

In accordance with the Vision, Mission and Values of Council as identified in the *Council's Strategic Plan 2007-2017* and the *Local Government Act 1993*, S57 – S60, provision is made for Council to receive petitions tabled at the Council Meeting.

2 OFFICER'S COMMENT

In relation to the receipt of petitions, the following provisions of the *Local Government Act 1993*, Part 6 - Petitions, polls and public meetings, S57 and S58, should be noted:

Section 57. Petitions

- (1) A person may lodge a petition with a council by presenting it to a councillor or the general manager.
- (2) A person lodging a petition is to ensure that the petition contains –
 - (a) a clear and concise statement identifying the subject matter; and
 - (b) a heading on each page indicating the subject matter; and
 - (c) a brief statement on each page of the subject matter and the action requested; and
 - (d) a statement specifying the number of signatories; and
 - (e) the full printed name, address and signature of the person lodging the petition at the end of the petition.

58. Tabling petition

- (1) A councillor who has been presented with a petition is to –
 - (a) table the petition at the next ordinary meeting of the council; or
 - (b) forward it to the general manager within 7 days after receiving it.
- (2) A general manager who has been presented with a petition or receives a petition under subsection (1)(b) is to table the petition at the next ordinary meeting of the council.

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- (3) A petition is not to be tabled if –
- (a) it does not comply with section 57; or
 - (b) it is defamatory; or
 - (c) any action it proposes is unlawful.
- (4) The general manager is to advise the lodger of a petition that is not tabled the reason for not tabling it within 21 days after lodgement.

3 Petitions Received

3.1 Ross Auto Classic

On 22 March 2017 a petition co-ordinated by Barbara Crosswell of 20 The Boulevards, Ross on behalf of residents of Ross, was submitted to Council.

The petition states:

We the residents of Ross wish to protest to the Northern Midlands Council about the above event for the following reasons:

- *inconvenience to the residents in the town, tourists and travelers on the Tooms Lake Road because of the duration of the event (from 8am to 4pm)*
- *lack of co-ordination on public streets and the excessive noise and speed of the race cars on those streets*
- *because this entire event was inappropriate in our village.*

In support of this petition to the Northern Midlands Council, a total of 38 signatures were collected.

3.2 Attachment

Petition received 22 March 2017.

4 CONFERENCES & SEMINARS: REPORT ON ATTENDANCE BY COUNCIL DELEGATES

1 PURPOSE OF REPORT

To provide an opportunity for Councillors and the General Manager to report on their attendance at recent conferences/seminars.

In accordance with Council's Strategic Plan 2007-2017 (2012/13 Revision), Part 1 – Governance, the core functions are:

- *Support Council with governance advice and effective leadership, review and implement organisational values through day to day operations, effective communication, community consultation and advocacy, issues identification, strategic and corporate planning, annual reports, public and private resource sharing, induction of elected members, provision of legal advice, human resources management and liaison with representative bodies.*
- *Support Council with sound financial advice and management, and generate funds without burdening the community. Rates administration, budgeting and reporting, debt collection, taxation, asset registers and depreciation, receipts and payments, wages and salaries, loans and investments, records management, information technology, and customer service.*

2 CONFERENCES AND SEMINARS

Nil

5 132 & 337 CERTIFICATES ISSUED

	No. of Certificates Issued 2016/2017 year												Total	
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	2015/2016
132	77	48	77	62	69	46	51	64	88				582	662
337	31	33	40	34	28	24	27	28	42				287	360

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6 ANIMAL CONTROL

Item	Income/Issues 2015/2016		Income/Issues for March 2017		Income/Issues 2016/2017	
	No.	\$	No.	\$	No.	\$
Dogs Registered	3,773	92,210	49	1,329	3,606	87,228
Dogs Impounded	76	5,460	7	376	50	3,885
Euthanized	7	-	-	-	3	-
Re-claimed	60	-	7	-	42	-
Re-homed/To RSPCA	9	-	-	-	5	-
New Kennel Licences	12	816	1	69	3	207
Renewed Kennel Licences	60	2,460	-	-	65	2,772
Infringement Notices (paid in full)	53	9,776	2	311	54	8,703
Legal Action	-	-	-	-	1	3,500
Livestock Impounded	2	130	-	-	1	281
TOTAL		110,852		2,085		106,575

7 HEALTH ISSUES

Immunisations

The *Public Health Act 1997* requires that Councils offer immunisations against a number of diseases. The following table will provide Council with details of the rate of immunisations provided through Schools. Monthly clinics are not offered by Council; however, parents are directed to their local General Practitioner who provides the service.

MONTH	2014/2015		2015/2016		2016/2017	
	Persons	Vaccination	Persons	Vaccination	Persons	Vaccination
July-September	65	68	31	31	43	49
October-December	66	68			46	52
January-March	-	-	-	-	-	-
April-June	85	163			*	*

Some previous data for 2015 – 2016 is not included as Launceston City Council were delivering the immunisation program during that period.

*The total number of vaccinations increases because there are several vaccinations given to each student.

The National Immunisation Program Schedule recommends that two vaccinations be provided in the school based program in 2017, including Human Papillomavirus (HPV) and diphtheria, tetanus and acellular pertussis (whooping cough) (dTpa).

Immunisations will be undertaken by the Longford Surgery during 2017.

Other Environmental Health Services

Determine acceptable and achievable levels of environmental and public health by ongoing monitoring, inspection, education and, where necessary, by applying corrective measures by mutual consent or application of legislation.

Ensure safe standards of food offered for sale are maintained.

Investigations/Inspections	2013/2014	2014/2015	2015/16	2016/17
Notifiable Diseases	6	2	5	3
Inspection of Food Premises	126	118	154	57

Notifiable Disease investigations have been carried out by the Department of Health and Human Services from Hobart, with only significant outbreaks directed to Council to assist with investigations. However, due to the prompt and thorough investigating by Council Environmental Health Officers, the Department now directs more cases for Council to investigate.

Food premises are due for inspection from 1 July each year.

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8 CUSTOMER REQUEST RECEIPTS

Operational Area	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Animal Control	5	-	-	-	-	-	-	-	-			
Building & Planning	3	1	1	-	2	7	12	2	-			
Community Services	-	-	-	-	-	-	-	-	-			
Corporate Services	-	1	-	-	1	-	-	-	1			
Governance	-	-	-	-	1	-	-	-	1			
Waste	1	-	-	-	-	-	-	-	-			
Works (North)	42	33	27	33	29	12	9	27	11			
Works (South)	1	4	9	3	2	7	-	2	5			

9 GIFTS & DONATIONS (UNDER SECTION 77 OF THE LGA)

Date	Recipient	Purpose	Amount
	Council wages and plant	Assistance to Campbell Town SES	\$128
31-Aug-16	George Town RSL Sub Branch Inc	Wreath - Vietnam Veterans Day	\$55
16-Aug-16	S Dhillon	Contractor Long Service Gift Voucher	\$100
12-Sep-16	Fluers Flowers	Flowers - Passing of Marie Barnes	\$50
19-Oct-16	Campbell Town District High School	Chaplaincy	\$1,500
19-Oct-16	Campbell Town District High School	Inspiring Positive Futures Program	\$8,000
18-Oct-16	Campbell Town District High School	Donation - School Achievement Awards	\$90
18-Oct-16	Perth Primary School	Donation - School Achievement Awards	\$30
18-Oct-16	Evandale Primary School	Donation - School Achievement Awards	\$30
18-Oct-16	Longford Primary School	Donation - School Achievement Awards	\$27
18-Oct-16	Cressy District High School	Donation - School Achievement Awards	\$90
18-Oct-16	Avoca Primary School	Donation - School Achievement Awards	\$30
18-Oct-16	Perth Fire Brigade	Donation	\$50
18-Oct-16	Longford Fire Brigade	Donation	\$100
23-Nov-16	Longford Cricket Club	Donation - Longford -v- Cressy Cup 2016	\$120
13-Dec-16	Cressy District High School	Inspiring Positive Futures Program	\$8,000
17-Jan-17	Helping Hand Associated	Donation	\$1,000
17-Jan-17	Longford Care-a-car	Donation	\$1,000
21-Mar-17	Cancer Council	Tour De Cure 2017	\$500
Planning/Building Applications Remitted			
5-Aug-16	Christ Church Longford	Planning / Building Application fees - removal of trees	\$340
19-Sep-16	Avoca Tourist Centre	Planning Application fees - public wifi	\$340
18-Oct-16	Evandale Community Centre Management Ctee	Planning Application fees - solar panels	\$340
5-Jan-17	Longford Mens Shed	Planning Application fees - carpark	\$463
Sporting/Academic Achievements			
16-Aug-16	Mrs Julie Zaporozec	Australian Indoor Bias Bowls Competition	\$60
16-Aug-16	Mr Simon Zaporozec	Australian Indoor Bias Bowls Competition	\$60
16-Aug-16	Mr Kara Zaporozec	Australian Indoor Bias Bowls Competition	\$60
16-Aug-16	Mrs Helen Farrow	Australian Indoor Bias Bowls Competition	\$60
16-Aug-16	Miss Remi Smith	U14 Tasmanian Girls Basketball Team	\$60
18-Oct-16	Mr Harry Heathcote	Metal Minds Robotics Team - Tech Challenge at Macq Uni	\$60
18-Oct-16	Mr Jonathan Heathcote	Metal Minds Robotics Team - Tech Challenge at Macq Uni	\$60
18-Oct-16	Mr Alex Mountney	Metal Minds Robotics Team - Tech Challenge at Macq Uni	\$60
23-Nov-16	Mr Mitchell Shadbolt	2017 AEBF Junior Nationals in Darwin	\$60
23-Nov-16	Miss Kysha Hill	U18 Australian All School Athletics Championships	\$60
6-Dec-16	Miss Sophie Parkin	National Cricket Carnival	\$60
School Bursary Program			
30-Jan-17	Alex Davis	Bursary Program 2017	\$500
30-Jan-17	Jake Brown	Bursary Program 2017	\$500
30-Jan-17	Saige Venn-Evans	Bursary Program 2017	\$500
11-Jan-17	Lachlan Nation	Bursary Program 2017	\$500
15-Feb-17	Holy Pears	Bursary Program 2017	\$500
15-Feb-17	Alexander King-Grey	Bursary Program 2017	\$500
15-Feb-17	Brittney Johnson	Bursary Program 2017	\$500
15-Mar-17	Harrison Johnston	Bursary Program 2017	\$500
15-Mar-17	Alan McDonald	Bursary Program 2017	\$500

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Date	Recipient	Purpose	Amount
15-Mar-17	Tanesha Latta	Bursary Program 2017	\$500
		TOTAL DONATIONS	\$27,593

10 ACTION ITEMS: COUNCIL MINUTES

Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
20/02/2017	43/17	Campbell Town War Memorial Oval Multi-Function Centre Design	That 2. a management committee, representative of the various user groups, be established	Regulatory & Community Services Manager	Discussions held with other Council's re similar arrangements.	
21/11/2016	313/16	CMCA RV Park Project	1. That Council supports, in principle, the proposal for a CMCA RV Park in Blackburn Park, Campbell Town, subject to: a) completion of community consultation for the proposal; b) completion of consultation with the Ross Motel & Caravan Park and the Longford Caravan Park for their input; c) the preparation of a business case in support of the proposal. 2. That Council consider additional locations at a future workshop.	Regulatory & Community Services Manager	R&CSM contacted CMCA to discuss way forward. Awaiting response.	
20/03/2017	73/17	Confirmation Of Minutes - Ross Local District Committee	That Council note and investigate the recommendation - The Ross Local District Committee request the Northern Midlands Council accept the Heritage Street and Direction Signs for Ross as proposed	Regulatory & Community Services Manager	Design with Heritage Adviser for comment.	
20/03/2017	85/17	Councillor Attendance At Anzac Day Services	Councillors to nominate which ceremony they will attend (per schedule)	Regulatory & Community Services Manager	Complete.	
20/03/2017	86/17	Draft Animal Management By-Law	That Council refer this matter to a workshop for further discussion and that council send through suggested changes to the responsible Council Officer.	Regulatory & Community Services Manager	To be discussed at future workshop.	
18/01/2016	07/17	Honeysuckle Banks Masterplan	That Council: i) Accept in principle, the draft Honeysuckle Banks masterplan; and ii) Release the draft Honeysuckle Banks masterplan for community consultation.	Regulatory & Community Services Manager	Amended plan received.	
20/02/2017	34/17	Information Items (18) 2017 Emirates Melbourne Cup Tour	That Council make application for Longford to be included in the 2017 Melbourne Cup Tour	Regulatory & Community Services Manager	Application submitted.	
20/02/2017	48/17	Policy Review: Overnight Camping – Self Contained Vehicles Policy	That Council: 1. endorse the following locations as free overnight stay areas for self-contained vehicles: Bishopsbourne Recreation Ground, Cressy Recreation Ground, Falls Park, Evandale, Wardlaw Park, Campbell Town - subject to the issuing of appropriate permits for all areas, if not already in place. 2. officers review the current Overnight Camping – Self Contained Vehicles Policy by referring to the Local Government Decision Making Guide and commencing at step 3: discuss preferred approach with existing private caravan park owners in, or near, the municipality and other key stakeholders.	Regulatory & Community Services Manager	Stakeholder letters sent. Feedback received. Listed for future Council workshop.	
20/02/2017	50/17	Proposed Purchase Of Drone	Council approve the budget allocation for the shared program for the 2017 – 2018 budget to cover training, licensing and operator certificate on the basis of a joint sharing agreement, insurance and policy with the George Town Council.	Regulatory & Community Services Manager	R&CSM to meet with representative from George Town Council.	
20/03/2017	81/17	Accelerated Local Government Capital Program: Campbell Town CBD Streetscape Funding Application	That Council a) make application under the State Government ALGCP program for up front loan funding of an additional \$1,000,000 to progress the upgrade of the Campbell Town CBD streetscape; b) enter into discussion/seek confirmation from State Growth in relation to financial support for the proposed works; c) a further report be brought to Council before any further action is taken.	General Manager	Application made, awaiting advice.	
20/03/2017	78/17	Australian Local Government	submit the following motions for consideration at the ALGA conference: Weed Management and	General Manager	Report to Council meeting 10 April 2017.	

AGENDA – ORDINARY MEETING

10 APRIL 2017



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
		Association (ALGA): 2017 National General Assembly Of Local Government Call For Motions	Biosecurity – That ALGA lobby Government for a more coordinated approach to weed management Federal, State and Local Government do not need to duplicate works and that all relevant agencies collaborate to map weeds and develop an action plan that can be implemented whenever weed infestations are reported by the community.			
20/03/2017	73/17	Confirmation Of Minutes - Longford Local District Committee	That Council note and investigate the recommendation in relation to following Council minute 45/17 of 20 February 2017: That Council ... ii) Engage with JBS Swift and the Parks and Wildlife Service to collaborate with the undertaking of a plan of the Mill Dam which takes into consideration that the area is flood prone and local knowledge ... - That the resolution to Council be amended to change one word, to replace “plan” with “review”.	General Manager	Matter in progress.	
20/03/2017	73/17	Confirmation Of Minutes - Ross Local District Committee	That Council note and investigate the recommendation - Council take immediate action to stop the spread of noxious weeds, e.g. Paterson’s curse, African box, and other weeds such as cotton thistle and variegated thistle. Also that the State Government be urged to put on enough staff so that the above can be put into practice. Note, all year round action is essential to make sure that control is actually undertaken	General Manager	Considered at February Council meeting and motion to LGAT General meeting April 2017.	
8/12/2014	329/14	Economic Development	That Council facilitate meetings with the local businesses in each of the towns to explore business opportunities and other matters of interest.	General Manager	To be progressed as an element of the development of the Economic Development Strategy.	
23/01/2017	06/17	Information Items	That Council write to the Department of State Growth to advise of the issues relating to the Conara park and to seek a solution.	General Manager	Letter sent, attended on-site meeting 7/2/17.	
19/09/2016	263/16	Launceston Gateway Precinct Master Plan: Demand Analysis	That 1) a brief be prepared for the preparation of the Launceston Gateway Precinct Master Plan; and 2) external funding sources for the project be identified.	General Manager	Project incorporated with the Municipal Wide Land Use Strategy.	
20/03/2017	79/17	Longford Strategic Plan	That Council 2. discuss at a workshop, possible upgrades to its current strategic vision document on Longford to include the main recommendations as stated herein and made in the Longford Strategic Plan report.	General Manager	Listed for future Council workshop.	
20/03/2017	82/17	Perth Link Road – Access To/Egress From Perth To Illawarra Road	That Council write to the State Government and the Leader of the Opposition to request that consideration be given to the continuation of Illawarra Road direct into Perth (i.e. that the existing road be maintained) at the western entrance and that the Mayor prepare a media release in relation thereto.	General Manager	Letters sent to Minister for Infrastructure and Opposition. Press release issued.	
18/04/2016	106/16	Proposed Natural Gas Main Extension To Translink Industrial Precinct	That a fee offer be sought for the preparation of a business case to support the natural gas main extension to TRANSlink Industrial Precinct and reported to Council.	General Manager	Matter in progress.	
20/03/2017	90/17	State Government Taking Control Of Taswater	That 1. Council take the position that TasWater remain in the ownership of Tasmanian Councils. 2. Council reconsider its position once government provides a business case behind the State Government’s proposed takeover of TasWater, its 10 year Financial Plan and 10 year CAPEX Plan compared to TasWater’s 10 year Financial Plan and 10 year CAPEX Plan. 3. it be placed on record, Council requests the following from the State Government: a. Evidence of the capacity of local business/industry to deliver the accelerated infrastructure program; b. The proposed 50/50 distributions projections post the 2024/25 financial year, and how these will be guaranteed; c. A guarantee that annual charge increases will be no	General Manager	Letter sent.	

AGENDA – ORDINARY MEETING

10 APRIL 2017



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
			greater than CPI; and d. The proposed plan for headworks charges.			
20/02/2017	37/17	Tasmanian Electoral Boundaries Changes	That Council i) formally respond to the Initial Redistribution Proposal; and ii) invite The Hon. Greg Hall MLC and The Hon. Tania Rattray MLC to the next Council workshop to make a presentation.	General Manager	Letter sent.	
20/03/2017	78/17	Australian Local Government Association (ALGA): 2017 National General Assembly Of Local Government Call For Motions	authorise the attendance of Mayor Downie and Cr Goss (or Cr Polley as alternate) at the 2017 National General Assembly of Local Government to be held in Canberra from 18 to 21 June 2017	Executive Assistant	Reservations being progressed.	
20/03/2017	77/17	Australian Mayoral Aviation Council (AMAC): 2017 Annual Conference	That Mayor Downie, Cr Polley and Council Officers (as required) attend the Australian Mayoral Aviation Council 2017 Annual Conference.	Executive Assistant	Reservations being progressed.	
20/03/2017	76/17	Local Government Association Of Tasmania (LGAT) – Motions For The General Meeting: 7 April 2017	submit the motion on Weed Management and Biosecurity to LGAT for consideration at the 7 April 2017 general meeting	Executive Assistant	Submitted 21 March 2017	
20/03/2017	89/17	Policy Review – Investment Of Council Funds Policy	That Council adopt the amendments to the Investment of Council Funds Policy.	Executive & Communications Officer	Policy updated. Completed 22 March 2017.	
20/03/2017	95/17	Policy Review: Non-Conforming Signs Policy	That Council endorse the amended policy	Executive & Communications Officer	Policy updated. Completed 22 March 2017.	
19/09/2016	244/16	Confirmation Of Minutes - Ross Local District Committee	That Council note and investigate the following recommendation/s of the Ross Local District Committee: That Council investigate the installation of a broken white line on Roseneath Road from the highway to the 50km/sign, and on Chiswick Road, from the highway to the 50km/hr sign with the installation of a two-way sign (arrow up/arrow down) at the 50km/hr signs.	Engineering Officer	Traffic count conducted 3/2 - 16/2/17.	
21/11/2016	326/16	Guardrail At Illawarra Road / Bishopsbourne Road Intersection	Council address their concerns to State Growth by way of letter, requesting the extension of guardrail at Bishopsbourne Road intersection be considered of significant importance to Northern Midlands Council.	Engineering Officer	State Growth to inspect and advise. Awaiting response.	
21/11/2016	325/16	Longford Caravan Park & Carins Park Fence	That council approves the suggested design and engagement of appropriate contractors to undertake the fence replacement work and installation of the Hawthorn hedge – temporary type fencing (6m span of 2 panels in a gate type arrangement).	Works Manager	In progress, hedge planting to commence shortly.	
20/03/2017	73/17	Confirmation Of Minutes - Ross Local District Committee	That Council note and investigate the recommendation - installation of a weir at Badajos Street to assist with draining river	Works Manager	Matter to be investigated.	
17/10/2016	280/16	Recommendations Of Sub Committees - Campbell Town District Forum	That Council note and investigate the following recommendation/s of the Campbell Town District Forum: That Council review the cleaning schedule of the Campbell Town toilets given the high volume of usage, with the view to increase the daily cleaning.	Works Manager	Intensive cleaning conducted. Cleaning regime adjusted.	
12/12/2016	351/16	Ross Toilet Block Facility At Town Hall	That Council authorise officers to progress with the replacement of the Ross public amenities.	Works Manager	Designs being finalised.	
19/09/2016	244/16	Confirmation Of Minutes - Northern Midlands Economic Development Committee	That Council note and investigate the following recommendation/s of the Northern Midlands Economic Development Committee: 1. That a Tas Motor Sports representative be invited to present at a forthcoming Council Workshop and our committee members be invited to join the workshop for this presentation. 2. That Council prepare an information sheet that provides rural businesses wanting to provide accommodation for	Project Officer	1. Representative to be invited to future Council Workshop. 2. Noted that this issue may be addressed by a LGAT/ DPIPWE taskforce - to be monitored.	

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Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
			itinerant workers with an understanding of the planning requirements/ regulations involved. ...			
20/03/2017	73/17	Confirmation Of Minutes - Northern Midlands Economic Development Committee	That Council note and investigate the recommendation - That the Economic Development Committee be endorsed to manage the development of a <i>Translink Precinct Product Profile</i> that: articulates landowners/developers plans for their land/buildings; captures the real estate agents perspectives on why property is/isn't selling/being develop; identifies economic development activities for Council to undertake (eg. increasing staff's knowledge of Translink, planning infrastructure), and; identifies opportunities for collaborative promotion of the precinct's development opportunities	Project Officer	Planning underway for the TRANSLINK profile project.	
21/11/2016	312/16	Longford Recreation Ground 2030 Masterplan	That the matter be discussed at a future Council Workshop.	Project Officer	Reviewed at 6/2/17 Council workshop, further work awaited from consultant.	
20/03/2017	83/17	Longford Village Green Infrastructure Upgrade	That Council: i) authorise the immediate purchase of the Swirl and Carousel play units for stage two of the Longford playground development at a total cost of \$69,445; ii) apply to the State Government Community Infrastructure Fund for \$106,530.50 towards the cost of the Longford Village Green Upgrade Project.	Project Officer	Play units ordered, application lodged 29/3/17.	
20/02/2017	51/17	Proposed Longford Village Green Infrastructure Upgrade	That Council endorse an application to the State Government Community Infrastructure Fund for \$106,530.50 for the Longford Village Green Upgrade Project, and allocate \$106,530.50 in the 2017/2018 Council Budget to the Village Green Upgrade Project.	Project Officer	Play units ordered, application lodged 29/3/17.	
20/03/2017	88/17	2017/2018 Municipal Budget	That Council adhere to its previously adopted Budget process as detailed above, and endorse the following 2017-18 Draft Budget parameters	Corporate Services Manager	Noted.	
20/03/2017	73/17	Confirmation Of Minutes - Ross Local District Committee	That Council note and investigate the recommendation - fortnightly collection of green waste bins in 2017/2018 budget	Corporate Services Manager		
23/01/2017	08/17	Monthly Financial Statements	note the 2017-2027 Long Term Financial Plan for discussion at the February Council meeting.	Corporate Services Manager	Report to May Council meeting.	30/05/2017
20/02/2017	45/17	Mill Dam Reserve, Longford	That Council ii) Engage with JBS Swift and the Parks and Wildlife Service to collaborate with the undertaking of a plan of the Mill Dam which takes into consideration that the area is flood prone and local knowledge	NRM Officer	Actions on hold pending review of flood prone areas.	
20/02/2017	45/17	Mill Dam Reserve, Longford	That Council iii) Engage a consultant to review Council's strategy; to assist with the consolidation of Council's position on all Council Public River Reserve lands on-going management and function into the future.	NRM Officer		
20/02/2017	46/17	Weed Management & Biosecurity: Future Directions	That Council: a) Affirm and investigate improvements to current weed management processes in response to customer requests. b) Investigate expanding engagement with weed management within the Municipal area by: - Cost benefit analysis, - Participating in the up-coming rounds of consultation for the Biosecurity Legislation. c) Seek Council's approval to engage with DPIPW further with the Biosecurity: Future Directions consultation processes. d) Prepare a motion to LGAT, asking LGAT to lobby the State Government for a more coordinated approach to weed management so that DPIPW does not need to duplicate work done by Councils, and that all relevant agencies collaborate to map weeds across Tasmania and develop an action plan that can be implemented whenever weed infestations are reported by the community.	NRM Officer	LGAT Motion submitted.	

AGENDA – ORDINARY MEETING

10 APRIL 2017



Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
23/01/2017	11/17	Application to Purchase Road Reserve Trafalgar Street, Ross	That the matter be deferred to be considered following consultation with the Ross Local District Committee.	Senior Planner	Report to October Council meeting.	
20/03/2017	94/17	Application To Purchase Road Reserve: Trafalgar Street, Ross	That Council advise the Department of Primary Industries, Parks, Water & Environment that it does not support a recommendation of the sale of the Crown land on the grounds that a lease over the land would be preferable.	Senior Planner	Complete.	
20/03/2017	73/17	Confirmation Of Minutes - Ross Local District Committee	That Council note and investigate the recommendation - including provisions to remove non-compliant containers	Senior Planner	Bylaw report to April Council meeting.	
20/02/2017	58/17	Land Use And Development Brief	That council endorse the brief and call for tenders in accordance with Council's Code of Tendering and Procurement.	Senior Planner	Tenders called 1 April to 1 May 2017.	31/05/2017
15/08/2016	229/16	Making Of By-Law: Placement Of Shipping Containers By-Law	That Council undertake initial consultation on the Draft Placement of Shipping Containers By-Law with key stakeholders and that a report be brought to a future meeting of Council.	Senior Planner	Complete.	
19/09/2016	266/16	Perth Structure Plan	That the draft plan, including options 1 and 3, be endorsed for public exhibition, following discussions with the affected landowners.	Senior Planner	Report to April Council meeting.	30/04/2017
20/02/2017	57/17	Policy Review: Fireworks Policy	ii) officers write to Workplace Standards seeking 14 days notice be provided to Council with information regarding permits granted.	Senior Planner	Complete.	
20/03/2017	93/17	Truck Parking – Council Land	That suitable sites for truck parking be determined by Council officers and the matter be discussed at a Council Workshop.	Senior Planner	For discussion at future workshop.	

LONG TERM ACTIONS

Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
21/09/2015	249/15	Tom Roberts: Proposed Interpretation and Grave Upkeep	That Council: i) endorse the proposal for Tom Robert's interpretation at Longford and/or Christ Church Illawarra, and ii) enter into negotiations with Christ Church with regard to the upkeep of Tom Robert's grave.	Regulatory & Community Services Manager	Seeking approval of design from descendants. Submitted for inclusion in 2017/18 budget.	
18/05/2015	125/15	Glenorchy City Council Re: Council Reform	That Council defer any action on this request from Glenorchy City Council awaiting the outcome of current benchmarking project with neighbouring councils.	General Manager	Benchmarking project to be completed. Project expected to be finalised by June 2017.	
16/03/2015	63/15	Longford Horse Association	Approves expenditure of a maximum of \$2,000 from the Economic Development Committee budget to fund a consultant to review the proposed Longford Horse Trail to identify opportunities and restraints; and report back to Council.	General Manager	To be addressed as part of the Longford CBD Urban Design Plan.	
20/04/2015	105/15	Northern Midlands Towns Entrance Statements	That Council authorises officers to investigate the cost to design and implement entrance statements for: a) Avoca; b) Campbell Town; c) Cressy; d) Evandale; e) Longford; f) Perth; g) Ross; and list within the draft 2015/2016 budget for consideration	General Manager	Ross - complete. Avoca design work commenced.	
19/09/2016	244/16	Confirmation Of Minutes - Perth Local District Committee	That Council note and investigate the following recommendation/s of the Perth Local District Committee: Footbridge at William Street Reserve: That Council reconsider the proposed design of the footbridge at William Street Reserve in light of the new information.	Works Manager	Estimate of costs received. To be listed for consideration in the 2017/2018 budget.	
23/01/2017	09/17	Street Trees Programme	That Council i) continue to undertake the planting of street trees as outlined in this report; ...	Works Manager	Noted.	
23/01/2017	09/17	Street Trees Programme	That Council ...; ii) undertake a survey and provide report on the existing services and available space to plant trees in accordance with the tree planting strategy (as listed in this report) for the main streets of Northern Midlands townships; and iii) engage a landscape architect or suitably qualified person to develop a Stage 1 Main Street Tree Program for the municipality.	Works Manager	In progress.	

Matters that are grey shaded have been finalised and will be deleted from these schedules

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10 APRIL 2017

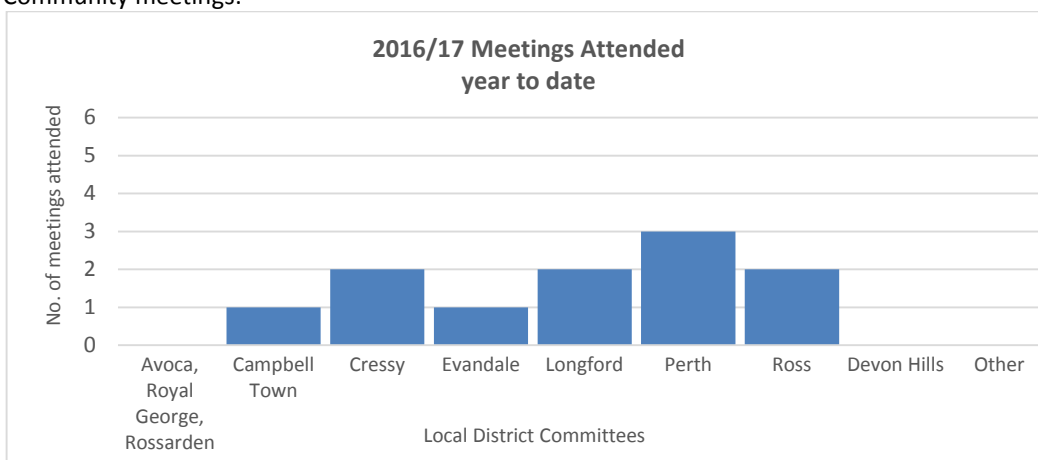


11 KEY ISSUES BEING CONSIDERED: MANAGERS' REPORTS

1. GOVERNANCE

a. Governance – Meetings/Conferences

- Council meetings:
 - Ordinary meeting 20 February
- Council Workshop:
 - 6 February
- Executive Management Team:
 - 1 February
- Staff Meeting
 - 7 February
 - 21 February
- Community meetings:



- Other Meetings:
 - Attended LGAT General Manager's workshop
 - Attended meeting re Accelerated Local Government Capital Program
 - Met with Northern Midlands resident
 - Met on site with KPMG re Northern Councils Resource Sharing/Benchmarking project
 - Met with West Tamar and Meander Valley council's general managers
 - Met with Linus Grant re Browns Car Park
 - Met with Campbell Town resident
 - Met with Chair of the Longford Local District Committee
 - Met on site re Longford Sports Centre and Cressy Recreation Ground
 - Met with Kevin Turner re Northern Midlands Economic Development Committee
 - Met with Ted Ross and Denise McIntyre of Department of State Growth re Perth Link Road
 - Attended MAV Smart Urban Futures National Conference

b. General Business:

- Health & Safety and Risk Management Review
- NBN Rollout
- Sub Regional Alliance
- Legal issues, leases and agreement reviews
- Interim Planning Scheme matters
- Road Construction
- Engineering Services
- Drainage issues & TRANSlInk stormwater
- Road and Traffic matters
- Resource Sharing
- Animal Control matters
- Buildings
- Tourism

AGENDA – ORDINARY MEETING

10 APRIL 2017



- NRM North
- Recruitment, staff separations and management of general human resource matters
- Childcare matters
- Management Agreements and Committee Administration
- Office improvements
- Media releases and news items
- Grant application administration and support letters
- Local District Committee project support
- Event management
- Emergency Management
- Strategic Plan
- Local Government Reform
- Newsletters
- General correspondence.

c. NRM

- Continuation of delivery of NRM Facilitator Network Partnership with NRM North.
 - Partnership Facilitator role key performance indicators include; but not limited to:
 - o Attendance and participation at Team and Unit meetings (% of at minimum)
 - o NRM North Yearbook article development
 - o Community awareness and capacity - supervised show exhibitions, field days, workshops.
 - o Community engagement and activity support (application support, species site advice, ordering, completion reporting. Etc.) of devolved grant submissions for landholders and community groups such as:
 - ♦ NRM North on ground works
 - ♦ Tas Landcare Fund
 - ♦ TEER River Bank Erosion Grant.
 - ♦ Agricultural Landscape Rehabilitation Scheme
- On-going facilitation of Mill Dam Action Group and partnership relationships.
 - Coordination of Mill Dam bank stabilisation project follow up and maintenance.
 - Maintain relationship with JBS Swift
- Working with Southern Midlands Council regarding flooding concerns at Blackman River
- Customer Requests response, including but not limited to: Local District Committee's, Grant application support requests, weed complaint support requests,
- Community Engagement with supervised exhibition at Longford and Campbell Town Shows.
- On-going participation support with local Landcare groups as requested and where required – Perth/ Evandale, Nile, Rossarden.
- On-going collaboration with Department of Primary Industries Parks Water and Environment, with particular focus on Bio-security regarding reported weed infestations.
- Assistance to EHO, by undertaking Recreational Water Sampling for the 2016/17 season, data entry and Annual Recreational Water Report development.
- Participation with Development application assessment process (via referrals) as part of the Planning and Development team.
- Continuation of relationship with TAS TAFE Horticulture Certificate II & III.
- Council Host Officer for Round 4 Northern Midlands Council hosted Green Army Team.
- Council representative to Tamar Estuary and Esk River (TEER) Scientific Technical Committee (STC).
- Assist with landholder revegetation materials and tools distribution.

2. REGULATORY & COMMUNITY SERVICES

a. Animal Control/Compliance

- Respond and investigate complaints in respect to dog management, including issuing notices and fines, declaration of dangerous dogs, and where required attend Court hearings in respect to disputed dog matters
- Conduct routine dog patrols within the municipality
- Review and renew kennel licences within the municipality
- Conduct dog microchipping service
- Progress preparation of Animal Management By-Law

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- Respond and investigate complaints in respect to fire abatement, including inspections, issuing reminders and notices, engaging contractors to complete works, where required
- Undertake regular inspections of overhanging trees and issue Abatement Notices where required
- Conduct inspections of Council's free overnight camping facilities
- Undertaking review of Council's Overnight Camping Policy
- Scheduled to commence municipal wide dog registration audit

b. Community Services

- Tourism
 - Heritage Highway Tourism Region Association
 - Assisting with website upgrade, marketing activities, itineraries, newsletter and social media campaigns
 - Updating event directory
 - Image library photo shoot (complete)
 - Providing support and information for all Northern Midlands Visitor Centres and provision of information to Regional Tourism organisations and tourism operators
- Northern Midlands Business Association
 - Coordinating Northern Midlands Visitor & Information Centre: planning underway to refresh the visitor centre appearance and functionality – improving user experience for both visitors and volunteers
- Media and communications
 - Preparation of monthly double page spread Council pages in Country Courier
 - Preparation of weekly Council advert in Your Region, Examiner
 - Preparation of media releases, speeches and communications for website, newsletters and Facebook page
- Events
 - Liaising with various organisations and community groups regarding holding events within the Northern Midlands
 - Advertising events through Council's web and social media publications
 - Submitting tender to participate in the 2017 Emirates Melbourne Cup Tour, and seeking local support
- War Memorials
 - Funding application submitted to contribute to refurbishment of BL 15lb Mark I No. 788 Field Gun, Ross, expected late April
 - Progressing development of information brochures to commemorate Sergeant Lewis McGee VC
- Council Volunteer committees
 - Attendance at Local District Committee meetings and provide secretarial support
 - Liaising with Council's Management Committees
 - Maintaining Council's Volunteer Register
 - Requesting bi-monthly risk checklists be completed by facility committees of management
 - Liaising with booking officers regarding booking of Council facilities
- Citizenship ceremonies
- Emergency Management
 - Updating Council's Social Recovery Plan
- Health & wellbeing
 - Participating in the quarterly Northern Midlands Health Service Providers Forums
 - Liaising with UTAS regarding a Rural Clinical Placement in the Northern Midlands in 2017
 - Member of the Northern Region Sport and Recreation Committee
 - Participation in presentation to Parks & Leisure Tasmanian State Conference in conjunction with Meander Valley Council and West Tamar Council
 - Review of Council's Disability Access Policy and Action Plan
- Special projects & funding
 - Submitted applications to Building Better Regions Funding Stream for Ross Village Green development and TRANSLink Stormwater upgrade
 - Commenced funding application for Longford Village Green Playground and BBQ facility upgrade
 - Working with consultants to progress various master plans and community developments
 - Commenced funding application for Woolmers Lane Bridge renewal

AGENDA – ORDINARY MEETING

10 APRIL 2017



c. Environmental Health

- Monitoring air, noise and water quality as required
- Advising in respect to development applications, as required
- Investigating reported breaches of environmental health matters
- Issuing food licences and conducting inspections
- Responding to general enquiries from the public on health matters
- Issuing Place of Assembly licences for events, as required
- Engaged local medical practice to undertake school immunisations in 2017
- Investigating environmental incidents, as required
- Investigating notifiable diseases, as required

d. Regulatory

- Review and update of Council's Policy Manual
- Delegations register review
- Legislative Audit review
- Compliance monitoring

3. CORPORATE SERVICES

a. Customer Service

- Member of the National Local Government Customer Service Network.
- Service Tasmania contract for customer services in Campbell Town.
- Policy reviews and feedback review.

b. Finance

- Rates and dog licence issue & collection, valuation maintenance and adjustments, supplementary valuations, street numbering, electronic receipting & direct debit systems, interest and penalty.
- Pension rebates claims and maintenance, classification for two rebate maximums, verification of data.
- Sundry Debtors, and aging account review.
- Creditor payments and enquiries. Electronic Ordering and committals.
- Payroll, ETP calculations, payroll tax, child support, maternity leave, PAYG & annual summaries, superannuation, salary sacrifice, Workplace Legislation changes, EB provisions, salary reviews, staff training, leave accrual adjustments, leave loading calculations, Councillor allowances and expenses, Workers Compensation claims and payments, Award adjustments, sundry HR and policy issues.
- Debt Collection services, and Debt summons/warrants.
- Budget adjustments, End of Year Financials, KPI return, Asset Management, Fleet Hire, Long Term Financial Planning, Audit and Annual Report.
- Grants Commission information, sundry grant reporting and auditing. Committee financial management support and auditing.
- Stimulus loan funding applications and administration.
- Property ownership, licences and leases, property committee, aged care unit tenancy, unclaimed monies register, Public Land Register, and sports centre management support.
- Records Management, archives, new resident's information, council information policies and procedures.
- Banking & Investments, Direct Debit, Ezidebit, BPay Billing etc. and setup alterations.
- Rate System issues, 2016/17 Rating and Budget issues, General Finance, ABS Data Collection, and Grant Funding issues, Tax issues including GST, PAYG, FBT, Fuel & Land Tax, and Northern Finance committee.
- Cemetery management, onsite map display and website databases.
- Roads to Recovery work schedules, mapping, Annual Report and quarterly reports.
- Childcare financial reporting, audit, budgets & fee schedule reconciliations. Service support and account issues. Additional Perth School After School Care service setup. Review lowering of school age implications on service.
- General accounting, customer service, feedback survey, correspondence and reports.
- Audit & Audit committee procedures, processes and support.
- Waste Transfer Station Management issues, Kerbside waste collection contract issues and special clean-up service.
- General Office support and attendance of meetings, reports, emails & phone enquiries.
- Tooms Lake & Lake Leake ownership transfers, caretaker support, licence fee review issues, and contract

AGENDA – ORDINARY MEETING

10 APRIL 2017



issues.

- Street lighting contract & aurora pole reporting and maintenance.
- Community events and Special Projects support/funding.
- Light Fleet Management.
- LG Benchmarking Project.

C. Risk Management

- Risk Management register review.
- safety management and reporting
- drug & alcohol testing administration
- contractor and volunteer management/induction/audits
- SDS Register and database
- Plant risk assessments
- Swimming pool risk management
- Recreation ground risk audit
- Emergency Management meetings, EM Plan reviews, Emergency Risk Register, Strategic Fire Plan meetings, Emergency desktop exercise and general administration issues.

c. Insurance

- Insurance renewals and policy maintenance.
- Risk Register review and audits.
- Nil Workers Compensation claim/s.

d. Information Technology

- Server and desktop maintenance.
- New computer setup and minor upgrades of other IT equipment.
- Open Office Software upgrades and enhancement requests.
- GIS maintenance and training.
- Disaster Recovery & IT backup maintenance.
- Council Web Site, Town and Local District Committee site maintenance, NMBA website and HH App maintenance.
- Infonet system maintenance.
- ApproveTas maintenance.
- Cemetery database maintenance.
- Office telephone system & Mobile phone plan review.
- Sundry database creation and maintenance.
- Mobile device applications implementation, and remote access logins.
- Building security systems maintenance.
- Microsoft software maintenance.
- Maintain photocopiers and printers.
- Advanced IT security implementation and training.
- WiFi network and hotspots.
- Fleet tracking.
- ECM maintenance & training.
- Office renovation arrangements and setup.

4. DEVELOPMENT SERVICES

a. Policy

- Ongoing review of policies.
- Ongoing review of work programs and standard operating procedures.
- Regular planning and building assessment unit meetings.
- Participation in the Economic Development Committee.
- Pursue development of tyre recycling facility.
- Participation in Launceston Gateway Project – Demand Analysis.
- Pursue preparation of Land Use and Development Strategy.
- Perth Structure Plan.
- By-Law preparation.

AGENDA – ORDINARY MEETING

10 APRIL 2017



b. Building.

- Follow up of illegal building works continues
- Plumbing and building inspections and assessments continue
- Commencement of New Building Act 2016 and Building Regulations 2016
- Update of workflows to ensure compliance with new legislation.
- The recruitment for the Admin Officer – Development Services is now complete and the successful incumbent will commence on 14 March 2017.

c. Planning

- Participation in the Launceston Gateway Precinct Master Plan project working group.
- Participation in Regional Planning Scheme issues.
- Attendance at State Planning Provisions hearings.
- Consideration of Planning Directives.
- Consideration of proposed planning legislative amendments.
- Ongoing review of procedures.
- Management of Perth Structure Plan project.
- NMC Land Use Strategy.
- Response to enquiries and development opportunities.
- Amendments to interim scheme.
- Assessment of development proposals.
- Liaison with appellants and RMPAT regarding Planning Appeals.

d. Compliance

- Permit conditions – Structured review of compliance with planning permit conditions – ongoing.
- Building audit - ongoing.
- Service of Building and Planning Notices.
- Prosecution for illegal buildings and works ongoing as required.
- Signage.

5. WORKS & INFRASTRUCTURE

a. Asset Management

- New asset information collection and verifications– ongoing.
- Programmed inspections of flood levee and associated infrastructure – ongoing.

b. Traffic Management

- Liaising with Department of State Growth to resolve traffic issues within municipality.
- Traffic counts on roads throughout the municipality – ongoing.

c. Development Work

- 4 Lot Pegasus subdivision Ross at practical completion.
- Stage 2 of Hollejet subdivision (3 lots) in Edward Street, Perth has reached practical completion.
- 5 lot Chugg subdivision in Malcombe Street, Longford has reached practical completion.
- 4 Lot Unathi subdivision at practical completion

d. Waste Management

- Input into Regional Waste Management discussions – ongoing.
- Regular safety audits of all sites - ongoing

e. Tenders and Contracts

- Tenders called for Bridge 1300, Rossarden Road and Bridge 3725 McShane Road

f. Flood levee

- Programmed monthly/ bi-monthly inspections of flood levee carried out by Works and Infrastructure staff.

g. Engineering

- Input into Northern Regional Infrastructure group – ongoing.
- Hydraulic modelling of stormwater system in Western Junction Industrial Area – ongoing.
- Development of stormwater plans for all towns as required by the *Urban Drainage Act 2013* – ongoing.

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h. Capital works

- Powranna Road Reconstruction
- Bridge Street – Campbell Town – Construction of Kerb & Channel.
- Leake / Torlesse Street – Campbell Town - Construction of Kerb & Channel.

12 RESOURCE SHARING SUMMARY FROM 01 JULY 2016

Attachments: Section 1 – Page 20

Prepared by: Martin Maddox, Accountant/Executive Officer

Resource sharing summary for the period 1 July 2016 to 30 June 2017 was circulated in the Attachments.

13 VANDALISM

Prepared by: Jonathan Galbraith; Engineering Officer

Incident	Location	Estimated Cost of Damages		
		March 2017	Jun 2016 – March 2017	March 2016
Picnic shelter damaged at Victoria Square	Longford	\$ 400		
Vandalism at Memorial Hall	Longford	\$ 100		
Lock damaged at Falls Park Toilets	Evandale	\$ 150		
TOTAL COST VANDALISM		\$ 650	\$ 13,240	\$ 1,700

14 YOUTH PROGRAM UPDATE: APRIL 2017

Prepared by: Amanda Bond, Regulatory & Community Services Manager

Council contracts Longford and Launceston PCYCs to provide youth programs in Evandale, Perth and Longford. Programs for 10-16 years being trialled this year in Perth and Evandale due to low attendance numbers last year and feedback younger age range are interested in attending.

Council also contracts National Joblink (NJL) to provide youth mentoring programs at Cressy and Campbell Town District High Schools, during school terms (five hours per fortnight per school). The programs provided to each school are tailored to the needs of the school. The focus in Campbell Town is working one on one and in small groups, both in and out of the class across a range of grades. Attention is also being given to emotional wellbeing within the school. The focus in Cressy is with grades 7 and 8 working on a transition to high school. NJL are working with both schools to assist with learning to drive.

Programs for 2017 are progressing well to date, reports to be provided at end of term.

15 STRATEGIC PLANS UPDATE

Prepared by: Lorraine Green, Project Officer

STRATEGIC PLANS SPREADSHEET

CURRENT AS OF 4 APRIL 2017

Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
	(contract signed)	(report accepted by Council)	
Blessington			
Feasibility Study: Investment in Ben Lomond Skifield Northern Tasmania (TRC Tourism)	Jun-15	Nov-15	a) Ongoing collaboration with Parks and Wildlife Services and other key stakeholders to progress implementation of report recommendations b) Potential private investor showing interest
Campbell Town			
War Memorial Oval Precinct			
a) Development Plan (Jeff McClintock)	Apr-14	Dec-14	Council requested assessment of the viability of the Multi-Function Centre
b) Financial & Economic Analysis Report (Strategy 42 South)	Jun-15	Dec-15	a) Appendix to the report requested: resultant 'Indicative Financial Analysis of Multi-Function Centre' discussed at Feb 2016 Council Workshop

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Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
			b) National Stronger Regions Fund application lodged Mar 2016 seeking \$750,000 towards Multi-Function Centre c) Election commitment by Liberal Govt to fund Multi-Function Centre \$750,000. Advice received Sept 16 that election commitment would be funded through the Community Development Programme. Advised 9 Jan 2017 that Federal Minister has signed the release of the funds. Draft funding agreement reviewed and returned 18 Jan 2017. d) Oct 16: Council engaged Philip Lighton Architects to undertake the detailed design work for the precinct: draft concepts received Dec 2016. Reviewed by Stakeholder Group and presented at February Council workshop. On agenda for Feb 2017 Council Meeting. e) Oct 2016: request to Guy Barnett MP for advice re opportunities to access state govt funding f) Oct 2016: application lodged with Sport and Recreation Tas for \$80,000 towards oval improvements: outcome unsuccessful g) 17 Jan 2017: Council advised state govt has approved \$1,000,000 for the Multi-Function centre through the Northern Economic Stimulus Package h) Nov 2016: Council contracted JMG to design and document the new oval lighting. 17 Jan 2017: Northern Economic Stimulus package funding secured to upgrade oval lighting i) Dec 2016: Request to Philp Lighton Architects for a layout plan & concept sketches for improvements around the cenotaph & a display area in entrance to the Multi-Function Centre. Plans received Jan 2017 and state budget submission made for \$158,000 to fund the cenotaph precinct upgrade j) Feb 2017 Council resolved to proceed with the regional size facility. Draft plans received March 2017
CBD Urban Design and Traffic Management Strategy	May-16		GHD presented to Council 28 Nov 2016 Workshop on outcome of community consultation: discussed changes required to draft strategy: draft master plan due 6 April 2017 Feb 2017: State Government budget submission made for matching funding for the implementation of the Main Street component of the urban design strategy
Cressy			
Swimming Pool Master Plan (Loop Architecture)	Dec 15?		Draft Master Plan received May 2016: structural assessment approved Aug 2016
Recreational Ground Master Plan (Lange Design)			Quotes for development of the Master Plan received from Lange Design and JMG. On Council Feb 2017 Meeting agenda - closed council 17 Jan 2017: confirmation that the state govt has approved \$220,000 for the ground upgrade through the Northern Economic Stimulus Package Feb 2017: Lange Design and Loop Architecture contracted to develop the master plan. Anticipated completion date mid April 2017
Evandale			
Honeysuckle Banks			
a) Master Plan (Jeff McClintock)	Oct-15		Draft master plan released for community consultation Jan 16: discussed at council workshop & need for the plan to be reviewed in light of frequent flooding of the reserve.
b) Review of Master Plan (Lange Design)	Oct-16		Draft plan received: presented at Feb 2017 Council Workshop: Lange Design requested to revise the plan. Revised plan received 9 March 2017
Morven Park Master Plan (Lange Design)	Nov-16		work underway 17 Jan 2017: Northern Economic Stimulus Package funding secured for the oval lighting upgrade March 2017 assisted with application for solar panels on clubrooms Anticipated completion date for the master plan: mid April 2017

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Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
Longford			
Community Sports Centre Master Plan	Feb-15	Jun-15	a) June 2016: application requesting \$504,722 GST excl. lodged with State Government Regional Revival Program including a business plan . Advised Sept 2016 application was unsuccessful b) 17 Jan 2017: Council advised State Govt has approved \$1,000,000 for the centre upgrade through the Northern Economic Stimulus Package
Visitor Appeal Study (Bill Fox and Associates)	Jan-15	Jun-15	Recommendations implemented include the establishment of a local business & tourism group, development of a destination playground, upgrading of lighting & displays at Visitor Information Centre at JJs, and development of a Place Activation Plan
Place Activation Plan (Village Well)	Sep-15	Jan-16	Recommendations implemented include establishment of an Activation Team to lead the change, and employment of a Project Champion 1 day/week Feb-Sept 2016 to assist the Activation Team with development of Longford brand logo, longford tourist tear-off map and street beautification
(Accompanying Traffic Issues report by MRCagney)			
CBD Urban Design Strategy	May-16		Site Investigation Report completed October 2016. Community Information Gathering Workshop held 7 December 2016. Draft Urban Design Strategy being prepared. Parklet design & plans being progressed Anticipated completion date: end of April 2017
(Lange Design and Loop Architecture)			
Recreation Ground Master Plan (Lange Design)	Dec-15	Nov-16	External funding sources being pursued. 17 Jan 2017: Council advised State Govt has approved \$550,000 for the Ground Amenities Upgrade through the Northern Economic Stimulus Package. Tenders close 15 March 2017 Nov 16: Council contracted JMG to design and document new oval lighting. 17 Jan 2017 Northern Economic Stimulus Package funding secured to fund the oval lighting upgrade Draft Master Plan submitted Nov 2016; discussed at Council's 6 Feb 2017 Workshop
Village Green			Jan 2017: costings & plans being developed for Village Green Upgrade including new BBQ shelter, picnic furniture & stage 2 of play space. March 2017 Council submitted an application to the state govt Community Infrastructure Fund for 50% of the cost of stage 2 of the playground and to be allocated \$106,530.50) in the 2107/18 budget
Woolmers Bridge			Jan 2017: Lange Design contracted to develop landscape concept plan and landscape construction documents Application being prepared for the Bridge Renewal Program. Deadline 15 May 2017
Perth			
Recreation Ground Master Plan (Lange Design)	Jul-15	Oct-16	External funding sources being pursued 17 Jan 2017: Northern Economic Stimulus Package funding secured for the oval lighting upgrade
Community Centre Development Plan, addressing collective & shared functions with adjacent Primary School & Recreation Ground (Loop Architecture)	Oct-15		Briefing notes from key stakeholder sessions received 25 Feb 2016 Draft concept plans submitted to Council
Town Structure Plan (GHD)			Community feedback on draft plan closed 18 November 2016. Two design strategy options submitted.
Sheepwash Creek Open Space Plan (Lange Design, GHD Woodhead)			Contract with NRM North signed December 2016 to access funds through National Landcare Program Investment in Tamar River Recovery Plan Dec 2016: West Perth Flood Mitigation Working Group established Draft concept plans received from GHD Woodhead

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Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
Lange Design requested to prepare Water Sensitive Urban Design (WSUD) for the open space on eastern side of subdivision			
Ross			
Swimming Pool Master Plan (Loop Architecture)	Dec 15?		Draft Master Plan received May 2016: structural assessment approved August 2016
Village Green Master Plan	Jun-16	Dec-16	Council accepted Master Plan in principle at 12 December 2016 Council Meeting. 13 Jan 2017: cost estimate for design and documentation, tender process and project management received from JMG 17 Jan 2017: Council advised State Govt has approved \$300,000 for the implementation of the Master Plan through the Northern Economic Stimulus package Feb 2017: Application lodged with the Building Better Regions Fund for \$237,660 to enable the master plan to be implemented in its entirety. Outcome anticipated July 2017 Feb 2017: Lange Design and Loop Architecture contracted to manage the implementation of the master plan
Western Junction			
Launceston Gateway Precinct Master Plan	Oct-15	May-16	Council approved the preparation of a brief for the precinct master plan at the Sept 2016 Council Meeting
Freight Demand Analysis Report (SGS) Master Plan			
Translink Stormwater Upgrade Project			Applications lodged with National Stronger Regions Fund 2015 & 2016: unsuccessful Application submitted Feb 2017 to the Building Better Regions Fund for \$2,741,402 (total project cost is \$5,482,805: council's contribution is \$1,525,623 and the Woolstons \$1,215,780)

16 STRATEGIC PROJECTS OUTCOMES AND DELIVERY 2017-2027

Prepared by: Departmental Managers

Progress Report:

Not Started (obstacles)
 On Hold
 On Track
 Completed

	2017 Underway	2020 -	2020 -	2020 -	2027 Ongoing	Status	Comments
GOVERNANCE							
Local Government Reform	✓	Review	Review	✓			Northern Tasmanian Councils meet on 31 January 2017 re the Resource Sharing Study and in particular, Phase 1 Status update. NMC has provided the data requested. Next meeting 12 April 2017.
Elected Members Development and Annual Plans		✓	Review	✓			Policy and Annual Plan to be prepared.
People and Culture Plan	✓	✓	Update	✓			Framework utilised for recruitment is best practice ensuring the best suited applicant is appointed to each vacancy. Admin Officer – Development Services appointed and commenced 14/3/17. Currently recruiting a casual pool of Animal Control Officers. Employment relations are professional, fair and consistent, when performance discussions need to take place. Policy and Procedure development, review and implementation continuing. Development of new Employee Handbook complete, including incorporating the WHS information, which replaces previous OHS manual. This has been circulated

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	Underway	2017 - 2020	2020 - 2027	Ongoing	Status	Comments
						to all staff and will be provided to new starters joining NMC as we progress forward. NMC indoor staff uniform, complete with logo has been approved and will go live from 1 Nov 2017.
Best Business Practice, Governance and Compliance	✓	Update	Update	✓		Legislative Audit in progress. Delegations review in progress. Policy Manual update in progress. All tasks ongoing.
Media and Marketing		Update	Update	✓		Communications officer engaged. Communications Strategy and Framework to be developed. Expanding Council's communications through social media and other publications.
CORPORATE SERVICES						
Asset Management Plan Annual Review	✓	✓	Review	2017 - 2027		Building Asset Management Plan updated for building componentisation, to be considered by Council at May 2017 meeting.
Annual Budget and Quarterly Review	✓	✓	Review	2017 - 2027		Draft Long Term Financial Plan updated for Accelerated Stimulus loan funding, and mid-year budget review to be considered by Council at May 2017 meeting.
Information Technology Upgrade Program	✓	✓	Review	2017 - 2027		Website redevelopment at pre design stage, quotes sought for financial software upgrades, and for hosting ECM in cloud.
Emergency Management	✓	✓	Review	2017 - 2027		Next municipal emergency meeting scheduled in June 2017, draft updated Emergency Recovery Plan for consideration.
Workplace Health and Safety Action Plan Annual Review	✓	✓	Review	2017 - 2027		Revised WHS action annual plan under development with officer.
Customer Service Standards	✓	Review	Review	Review		Customer Service Charter reviewed in June 2016. Customer Service Feedback device available at counter and on website. LGAT state-wide community satisfaction survey scheduled December 2017. Departmental review including Customer Service Standards completed for Planning & Development.
DEVELOPMENT SERVICES						
Land Use and Development Strategy		✓	Review	2017 - 2018		Tender advertised 1 April to 1 May 2017..
Tasmanian Planning Scheme Integration	✓	✓	Review	2017 - 2020		Work plan determined by the northern working group.
REGULATORY & COMMUNITY SERVICES						
Strategic Projects Team						
Economic Development Master Plan - Prepare, Prioritise, Implement	✓	✓	Review	✓		To be progressed after June 2017.
Strategic Infrastructure Projects						
Launceston Gateway Precinct Master Planning	✓			2017 - 2020		Listed as a component of the Municipal Wide Land Use Strategy
Northern Midlands Rural Processing Centre	✓	✓	✓	2017 - 2020		Combined with Launceston Gateway Precinct component of the Municipal Wide Land Use Strategy.
Perth Town Structure Plan	✓			2017 - 2018		Two design strategy options submitted.
Perth Community & Recreation Centre & Primary School Integrated Master Plan	✓			2017 - 2018		Awaiting report for presentation to Council.
Sense of Place Planning - all villages and towns	✓	✓	✓	✓		Master planning for townships underway.
Longford CBD Urban Design Strategy	✓	✓				Awaiting concept plans.

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	Underway	2017 - 2020	2020 - 2027	Ongoing	Status	Comments
Longford Place Activation Plan	✓	✓				Complete.
Longford Recreation Ground Master Plan	✓	✓				Tenders closed and under review.
Campbell Town CBD Urban Design and Traffic Management Strategy	✓	✓	✓	✓		Awaiting concept plans.
Campbell Town War Memorial Oval redevelopment	✓			2017 - 2020		Awaiting final draft plans. Approached State Government for funding re War Memorial development.
Ross Town Centre Park Development Master Plan	✓			2017 - 2020		Stimulus funding received. Awaiting first draft designs.
Ross Swimming Pool Master Plan	✓			2017 - 2020		Structural review complete, awaiting finalised report from consultant.
Cressy Recreation Ground Master Plan		✓		2017 - 2020		Consultant liaising with stakeholders. Awaiting first concept.
Cressy Swimming Pool Master Plan		✓		2017 - 2020		Structural review complete, awaiting finalised report from consultant.
Evandale Morven Park Master Plan		✓		2017 - 2020		Consultant meeting with stakeholders, awaiting first concept plans.
Feasibility Study: Investment in Ben Lomond Ski Field Northern Tasmania	✓	✓		✓		Study being driven by external stakeholders, Council support provided when requested.
Economic Development						
Economic Development Master Plan Strategy Delivery		✓	✓	✓		To be implemented once developed
Economic Development (incl. Tourism) Strategy Delivery		✓	✓	✓		To be implemented once developed
Tourism Strategy Implementation		✓	✓	✓		To be implemented once developed
Community Development						
Youth and Ageing Strategy		✓	Review	✓		Not yet commenced.
Discrimination Strategy		✓	Review	✓		Not yet commenced.
Family Violence Strategy		✓	Review	✓		Review Tasmania's Family Violence Action Plan 2015-2020 and support where able. Not yet commenced.
Supporting Health and Education Programs	✓	✓	Review	✓		Participating in the Northern Health Providers Networks meetings. Review in progress of implementation of Further Education Bursary program.
Supporting Employment Programs	✓	✓	Review	✓		Participation in the Northern Midlands Business Partnership Group meeting coordinated by Beacon Foundation. Participate in LGAT special interest groups on a quarterly basis. Support Work for the Dole program. Participate in work experience and University placements.
Supporting Sport and Recreation Programs	✓	✓	Review	✓		Participation in quarterly northern Sport & Recreation meetings. Planning and implementation of upgrade to Council owned sporting facilities underway. Support provided to participants in sporting activities on a state and national level.
Social Recovery Plan	✓			✓		Plan presently under review, awaiting officer feedback.
Disability Action Plan	✓			✓		Review on hold. To be progressed in May.
Cohesive Communities and Communities at Risk		✓	Review	✓		Not yet commenced.
Regulatory						

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	Underway	2017 - 2020	2020 - 2027	Ongoing	Status	Comments
Legislative Audit	✓			✓		Report to May Council meeting.
Delegations Reviews	✓			✓		Updates to occur as required.
Council Policy Manual Review	✓			✓		14 policies due for review, relevant managers and officers notified, schedule for review in place
WORKS & INFRASTRUCTURE						
TRANSlink Precinct Renewal - Stormwater	✓	✓		2017 - 2020		Process of land acquisition underway. Seeking grant assistance to fund planned works.
Campbell Town War Memorial Oval	✓			2017 - 2020		Architectural design substantially complete.
Longford NM Sport and Fitness Centre		✓	✓	2017 - 2020		Draft design plans awaiting approval. Stimulus funding obtained to complete works.
Evandale Honeysuckle Banks				2017 - 2020		Masterplan complete. Minor works scheduled only.
Nile Road Upgrade		✓	✓			Included in Roads 5 year Capital Works program.
Stormwater Management Plans	✓	✓	Review	2017 - 2027		Initial data collection survey complete. Model build for all Towns in progress.
Waste Management 2017 - 2020		✓	Review	2017 - 2027		Member of the Northern Waste Management Committee. WTS disposal and supervision contracts tendered for long term provision of services.
NRM Program Collaboration	✓	✓	Review	✓		

17 ANIMAL CONTROL UPDATE

Prepared by: Tammi Axton, Animal Control Officer

Kennel Licences – Inspections are now taking place for Kennel licences. All that have been inspected so far are complying with the amount of dogs permitted on the licence

Registration Audit of the Municipality – A registration audit will commence in April 2017. A relief officer has been employed to help with this. The audit will be starting in Longford as Longford was not included in the last audit 2 years ago.

Microchipping – Councils Animal Control Officer has microchipped 8 dogs so far and is also following up on dogs that do not have microchips and issuing infringements.

Dangerous Dogs- inspections have been done in March to ensure that declared dangerous dogs are being housed in the correct manner.

18 HERITAGE HIGHWAY TOURISM REGION ASSOCIATION / CMCA 2017 RALLIES

Prepared by: Fiona Dewar.

The CMCA held two rallies in the Heritage Highway region in 2017. With both rallies in the Heritage Highway region, the HHTRA saw an opportunity to promote the region to a dedicated touring demographic.

Looking for an approach to give the rally participants genuine ways of helping them travel the Heritage Highway region in a meaningful way, while discovering our towns and villages, we filled show bags with real items of value that were designed to guide visitors in just this way. A total of 304 show bags were given out. Each show bag contained:

- 1 each of the Skulduggery games
- 1 Voices from the Graves
- 1 Stories from the Sandstone
- 3 Heritage Highway/Road Safety message cup holders
- Flyer with discounts and specials offered by local tourism and business operators for CMCA members to redeem
- Several brochures of HHTRA region operators, and including Heritage Highway Visit with Conviction.

We also had The Essential Doggy Guide books for sale, at a special CMCA members price of \$10. Seven were sold.

Wrap up of each rally

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Campbell Town – Solos rally. 27 Feb – 6 March

205 vehicles

Injecting \$64,000 into the community

Northern Midlands Council Works staff helped cart boxes of show bags to the Campbell Town rally site (staff member was travelling that way to work anyway).

We had a display table on 28 Feb, manned by Fiona and Emma.

We handed out about 50 show bags, and talked to over 150 people about the attractions in the region.

Table cost: no charge.

Pontville – Main rally. 13 – 19 Mar

570 vehicles

935 people

Injecting \$450,000 into the community (including someone who bought a house)

For the Pontville rally, we organised a courier to transport the boxes of show bags.

At the Pontville main rally, we had a display table in the trade marquee on 18 March, manned by Fiona, Janine and Alex.

It was a very quiet day, not a lot of people were around, and not a lot of traders either, as there were lots of empty tables in the marquee. We handed out another 100 or so bags. Fiona had brought extra stock to make up more show bags if needed, but the decision was made to take it all home again as we did not expect to need it, and Sunday's volunteers did not have the capacity to carry and store too many left overs. Before leaving, Fiona took a walk around the grounds, talking to many people about the attractions in the region, and letting people know about the show bags, for the next day.

On 19 March, it was the Market day, and the table (in the same location) was manned by Alex with assistance from Vanessa from Redlands Distillery (Redlands manager is a HHTRA board member). It was a much busier day and the remaining show bags were gone by mid-morning.

Table cost: \$25 per day.

Follow up

29 March 2017: Follow-up phone call with CMCA for final numbers and to provide feedback about the low numbers on the 18th at Pontville, and was advised that there were a number of tours on that day, and it was also the day after the main event, a fancy ball the night before.

240 CMCA members volunteered at the event. Activities included: presentations on safety, equipment, other useful topics, yoga, dancing, art, poetry classes and readings, craft activities, tours, trade tables, and much more.

Costs: Bags (304)	\$360.80
Courier from Longford to Pontville	\$312.00
Stamp for branding bags	\$62.70
Exhibit space hire	\$50.00
Skulduggery @ \$5.35 per set of 3	\$1,626.40
Heritage stories collection @ \$3.20 for 2	\$972.80
Man hours – 36 x \$25/hr	\$900.00
Total	\$4,284.70

Conclusion:

The contents of the show bags were explained as they were handed out, and described as a great way to explore our towns and villages, as well as gain a greater insight into our convict heritage.

The main reason given for not wanting to take a show bag was lack of space inside their vans. In such cases they would often accept a Heritage Highway brochure and were happy to chat about things to do in the region.

Feedback received from those who took the show bags was excellent. The Skulduggery games especially were very popular, and in fact many came asking for their show bag after having seen the contents in others.

We had many opportunities to talk up the attractions in the region, and assist people with how to find those. Many showed eagerness to visit these attractions. Many had already been to some and expressed how much they enjoyed them. Overall the feedback we received regarding the region was very positive. Many of the CMCA members were repeat visitors to the Heritage Highway Region.

Considerations for the HHTRA for future similar types of events:

- Mornings are busier than afternoons.

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- Find out what days most activities fall on, and when the most tours are booked for, and do not attend on those days.

This was a very worthwhile exercise and the team succeeded in showcasing the Heritage Highway region to approximately 1,000 people who fit into our recognised demographic: Life Long Learners, older/retired, touring.

19 LONGFORD PLAYGROUND SURVEY RESULTS

Responsible Officer: Amanda Bond, Regulatory and Community Services Manager

Report prepared by: Georgina Brown, Executive and Communications Officer

At Council's February 2017 meeting it was noted the electronic playground at the Longford Village Green has been very popular since its installation in December 2016.

It was requested that Council Officers investigate what ratio of people visiting the playground are visitors to the Northern Midlands and what portion are local residents.

On 15 March 2017, an electronic survey was created on SurveyMonkey and launched via the Northern Midlands Council's Facebook site and laminated signs were placed at the playground encouraging people to participate in the short survey.

As at 3 April 2017, 100 survey responses have been received. From those who completed the survey:

- 79% of visitors live in the Northern Midlands;
- 21% are visitors to the Northern Midlands;
- 39% of children playing on the equipment are aged between 0-5 years old;
- 26% of children playing on the equipment are aged between 6-9 years old;
- 19% of children playing on the equipment are aged between 10-16 years old;
- 16% of children playing on the equipment are aged between 17 years and older.

DECISION

Cr

That the Information items be received.

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GOV 6 GENERAL MANAGEMENT COMMITTEE ELECTION 2017 CALL FOR NOMINATIONS

Attachments: Section 1 – Page 21

Responsible Officer: Des Jennings, General Manager

Report prepared by: Amanda Bond, Regulatory & Community Services Manager

1 PURPOSE OF REPORT

The purpose of this report is to seek nominations for a vacancy on the Local Government Association of Tasmania General Management Committee.

2 INTRODUCTION/BACKGROUND

Nominations are being sought for the election of President and 4 members of the General Management Committee of the Local Government Association of Tasmania. The positions are for a two year term.

Nominations close on 23 May 2017. Postal ballot closes on 12 July 2017 at 10:00am.

Council is entitled to nominate one elected Councillor for the position of President and/or Committee Member of the Local Government Association of Tasmania.

3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
 - Leaders with Impact
- Core Strategies:
- ♦ Lead – Councillors represent honestly with integrity

4 POLICY IMPLICATIONS

N/A

5 STATUTORY REQUIREMENTS

Elections are conducted by the Tasmanian Electoral Commission in accordance with the rules of the Local Government Association of Tasmania.

6 FINANCIAL IMPLICATIONS

No financial implications have been identified.

7 RISK ISSUES

No risk issues have been identified.

8 CONSULTATION WITH STATE GOVERNMENT

N/A

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9 COMMUNITY CONSULTATION

N/A

10 OPTIONS FOR COUNCIL TO CONSIDER

Council is to consider a candidate for nomination as President and/or Committee Member of the 2017 General Management Committee of the Local Government Association of Tasmania, or decide to put no nomination forward.

11 OFFICER'S COMMENTS/CONCLUSION

Nil.

12 ATTACHMENTS

- 12.1 Letter from Tasmanian Electoral Commission dated 21 March 2017
- 12.2 Nomination Form

RECOMMENDATION 1

Council discuss this matter.

RECOMMENDATION 2

Council put no nomination forward.

Or

Council nominate as President and Committee Member of the 2017 Local Government Association of Tasmanian General Management Committee.

Or

Council nominate as Committee Member of the 2017 Local Government Association of Tasmanian General Management Committee.

DECISION

Cr

Cr

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GOV 7 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (ALGA) REQUEST FOR ASSISTANCE TO END THE FREEZE ON FINANCIAL ASSISTANCE GRANTS

Attachments: Section 1 – Page 24

Responsible Officer: Des Jennings, General Manager

Report prepared by: Amanda Bond, Regulatory & Community Services Manager

1 PURPOSE OF REPORT

The purpose of this report is to seek Council's response to a request from the Australian Local Government Association (ALGA) to support its 2017-18 Federal Budget submission and advocate at a local level for the proposals put forward by ALGA.

2 INTRODUCTION/BACKGROUND

Each year ALGA makes a submission to the Commonwealth Government to assist in the development of the 2017-18 Federal Budget. Attached to this report is a copy of the 2017-18 submission.

ALGA's submission states the 2017-18 Budget should include a commitment to:

- Restore the indexation of the Financial Assistance Grants;
- Establish a Local Freight Productivity Investment Plan, funded at \$200 million per annum over the next five years, to ensure that first mile/last mile and freight connectivity issues are addressed to improve national productivity.
- Restore fairer roads funding for South Australia by reinstating the additional roads funding for South Australian councils of \$17.5 million per annum;
- Make the Bridges Renewal Program permanent;
- Fund community infrastructure at a cost of \$300 million per annum for the next four years to stimulate growth over the longer term and build community resilience;
- Invest \$100 million over four years to support local governments' capacity to manage their own unique climate risks;
- Fund a targeted disaster mitigation program at a level of \$200 million per annum; and
- Include betterment funding as a core element of Natural Disaster Relief and Recovery Arrangements (NDRRA).

ALGA also requests the Federal Government commit beyond 2017-18 to:

- Returning the quantum of the Financial Assistance Grants to a level equal to at least 1% of Commonwealth tax revenue and implementing a revised indexation methodology which better reflects the cost increases faced by councils;
- A permanent doubling of Roads to Recovery funding; and
- Reviewing the new arrangements for funding municipal services in indigenous communities by 2020 to ensure that services are meeting the needs to communities and that there has not been a shifting of responsibilities and costs on to local governments.

ALGA is urging local government to meet with local Federal Parliamentary representative(s) to explain the impact the freeze is having on our community, and what Council would be able to do if the freeze ended in this year's Federal Budget.

ALGA have also developed a campaign website: www.endthefreeze.com. Councils can register support through the campaign website. This links with Council's social media and on 21st of April 2017 a social media campaign will launch, simultaneously sharing the same messages through the registered social media pages.

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3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
 - Leaders with Impact
Core Strategies:
 - ♦ Communicate – Connect with the community
 - ♦ Lead – Councillors represent honestly with integrity
 - ♦ Manage – Management is efficient and responsive
 - Money Matters
Core Strategies:
 - ♦ Improve community assets responsibly and sustainably

4 POLICY IMPLICATIONS

ALGA is advocating on behalf of local government for inclusions in the Federal Budget which result in benefits to local communities. Council, where agreeable, should support the position of ALGA.

5 STATUTORY REQUIREMENTS

N/A

6 FINANCIAL IMPLICATIONS

Northern Midlands Council currently receive \$1,143,501 in Financial Assistance Grants, and \$670,382 (doubled for 4 years) per annum in Roads to Recovery funding.

7 RISK ISSUES

N/A

8 CONSULTATION WITH STATE GOVERNMENT

N/A

9 COMMUNITY CONSULTATION

N/A

10 OPTIONS FOR COUNCIL TO CONSIDER

Council is to consider whether or not to support the ALGA Federal Budget submission.

11 OFFICER'S COMMENTS/CONCLUSION

The preamble within the report in the attachments outlines the reasoning to support the ALGA 2017-2018 Budget Submission.

12 ATTACHMENTS

- 12.1 Correspondence dated 7 March 2017 from ALGA President
- 12.2 Australian Local Government Association Submission to the 2017-28 Federal Budget – *Investment in tomorrow's communities*.
- 12.3 Flyer – www.endthefreeze.com

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RECOMMENDATION 1

That Council discuss this matter.

RECOMMENDATION 2

That Council register with www.endthefreeze.com and write to Federal Member for Lyons Brian Mitchell supporting the Australian Local Government Association submission to the 2017-18 Federal Budget, identifying the impact the freeze of Financial Assistance Grants is having, and will continue to have on the Northern Midlands community.

DECISION

Cr

Cr

AGENDA – ORDINARY MEETING

10 APRIL 2017



GOV 8 2017 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT – CALL FOR MOTIONS

Attachments: Section 1 – Page 43

Responsible Officer: Des Jennings, General Manager
Report prepared by: Amanda Bond, Regulatory & Community Services Manager
Monique Case, NRM Officer

1 PURPOSE OF REPORT

The purpose of this report is to clarify the notice of motion to be submitted to the 2017 National General Assembly of Local Government.

2 INTRODUCTION/BACKGROUND

Each year, the Australian Local Government Association (ALGA) writes to Councils inviting them to participate in that year's National General Assembly (NGA) by submitting a notice of motion.

This year, the ALGA Board is calling for motions under the theme of "*Building Tomorrow's Communities*". The NGA will focus debate on motions that address how councils can work in partnership with the Australian Government in particular to meet the current and future needs of local communities.

Attached to this report is a discussion paper prepared by the ALGA Secretariat to assist Council's in preparation of motions.

In order to be eligible, motions must meet the following criteria:

- 1) be relevant to the work of local government nationally;
- 2) be consistent with the themes of NGA; "*Building Tomorrow's Communities*".
- 3) complement or build on the policy objectives of your state and territory local government association;
- 4) be from a council which is a financial member of their state or territory local government association;
- 5) propose a clear action and outcome; and
- 6) not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work or, or in the national interests of, local government.

Notice of motions under consideration by ALGA are also expected to:

- Not be prescriptive.
- Outline policy suggestions or principles that the Australian Government can implement to support local government.
- To address one or all of the issues/themes identified in the discussion paper.

Council at its March Council meeting, Minute Reference 78/17 decided:

Cr Adams/Cr Calvert

That Council

- i) note the report; and authorise the attendance of
 - Mayor Downie
 - Cr Goss (or Cr Polley as alternate)at the 2017 National General Assembly of Local Government to be held in Canberra from 18 to 21 June 2017.
- ii) submit the following motions for consideration at the ALGA conference:
Weed Management and Biosecurity – That ALGA lobby Government for a more coordinated approach to weed management. Federal, State and Local Government do not need to

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duplicate works and that all relevant agencies collaborate to map weeds and develop an action plan that can be implemented whenever weed infestations are reported by the community.

Carried unanimously

The motion as it currently stands is considered to need some clarification, as it does not currently have strong alignment with all eligibility criteria, or the 2017 NGA theme or sub-themes.

Below are some points summarised from the discussion paper for consideration when deliberating the development of this motion.

1) Be relevant to the work of local government nationally

Whilst weed management is relevant to the work of local government nationally, the regulatory roles and responsibilities of weed management is not consistent across all local governments nationally.

With respect to the environment (this includes weed management), the Australian Constitution gives the state and territory governments' specific and clear primary responsibility for the legislative and administrative framework within which natural resources are managed within their borders.

2) Be consistent with the themes of NGA; "Building Tomorrow's Communities".

The overarching theme of "Building Tomorrow's Communities" is further broken down in the ALGA discussion paper into six sub-themes of:

- a. Governance – community driven planning
The current notice of motion does appear to directly address community governance matters.
- b. Innovation – identifying and harnessing the key pillars of growth
In the context of the national biosecurity space innovation generally relates to research and development, the current notice of motion does not appear to talk directly to innovation.
- c. Liveability – maximising amenity, design and community cohesion
The notice of motion has potentially some alignment to this theme given that one of the Key Principles of the *Australian Weed Strategy 2007* states:
Weed management is an essential and integral part of sustainable management of natural resources for the benefit of the economy, the environment, human health and amenity.

3) Complement or build on the policy objectives of your state and territory local government association

Given the rapid evolution of State legislation and an unresolved vision of our state's biosecurity objectives in conjunction with a lack of consultation with our relevant State Government agencies it is difficult to gauge whether the current Notice of Motion is complementary or not.

4) Be from a council which is a financial member of their state or territory local government association

Council clearly meets this eligibility requirement.

5) Propose a clear action and outcome

In developing a notice of motion councils are requested to be non-prescriptive and suggest *policy or principles* that can be implemented by the Australian Government.

6) Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work or, or in the national interests of, local government.

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National and State Context:

In addition to the eligibility requirements; it is also important to consider the position of the intended final recipient of the Motion in the context of the current national level biosecurity framework and discussions.

3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
 - Leaders with ImpactCore Strategies:
 - ♦ Lead – Councillors represent honestly with integrity
- People –
 - Sense of Place – Sustain, Protect, Progress
 - Lifestyle – Strong, Vibrant, Safe and Connected Communities
- Place –
 - Environment – Cherish & Sustain our Landscapes

4 POLICY IMPLICATIONS

Whilst Council has endorsed the *2009 Integrated Weed Action Plan* it has not translated to the creation of any public policy document relating to weed management for the municipality.

5 STATUTORY REQUIREMENTS

Weed Management Act 1999

The *Weed Management Act 1999* is the central legislation covering the control of declared weeds in Tasmania.

The Act is an important component in the delivery of the State Weed Management Strategy (*Weed Plan*) recommendations for weed management legislation that underpin community weed management efforts. The [Weed Management Act 1999](#) puts weed management obligations on all landholders, whether public and private, to actively control or eradicate any declared weeds on their property.

Under the Act Councils have opt in discretion in undertaking weed management regulation.

Biosecurity Act 2017

Currently under development.

6 FINANCIAL IMPLICATIONS

No financial implications have been identified with proposing the motion to ALGA at this time.

7 RISK ISSUES

The risks involved with invasive species is well document and include but are not limited to: damage to local agriculture sector, potential impacts to residents' health and wellbeing, as well as, damage to Council brand and reputation if a "do nothing" approach is fully adopted with regard to customer complaints/request regarding invasive species.

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8 CONSULTATION WITH STATE GOVERNMENT

Not required at this time.

9 COMMUNITY CONSULTATION

The development of Council's *Integrated Weed Action Plan* was developed under the guidance of Special Committee of NRM. A broad range of stakeholders and the wider community were invited to participate and provide feedback.

With the continuing reports and calls received by Council from ratepayers and visitors alike regarding invasive flora species there is at least anecdotal evidence of some level of community concern regarding this issue.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council is to consider amending the wording of the current motion as recommended.

11 OFFICER'S COMMENTS/CONCLUSION

The focus for the 2017 National General Assembly is about Building Tomorrow's Communities and is primarily focused on infrastructure development. A motion regarding weed management may not be accepted as falling within the theme of this year's conference.

12 ATTACHMENTS

12.1 Correspondence dated 17 February 2017 enclosing Call for Motions Discussion Paper

RECOMMENDATION 1

That Council discuss this matter.

RECOMMENDATION 2

That the proposed motion for submission to the National General Assembly of Local Government read as follows:

That this National General Assembly lobby Federal Government for a centralised data system on weed management and additional funding for authorised weeds officers across the nation.

DECISION

Cr

Cr

AGENDA – ORDINARY MEETING

10 APRIL 2017



GOV 9 TASWATER: FUTURE OWNERSHIP AND STIMULATING THE ECONOMY

Attachments: Section 1 – Page 53

Responsible Officer: Des Jennings, General Manager

Report prepared by: Amanda Bond, Regulatory & Community Services Manager

1 PURPOSE OF REPORT

The purpose of the report is to present information to Council in response to the State Labor parties policy for TasWater and the funding arrangements for the three major infrastructure projects in Launceston, Berriedale and Macquarie Point.

2 INTRODUCTION/BACKGROUND

The State Government propose to take control of TasWater.

At a meeting with local government representatives in Hobart on Friday 24th February 2017 the State Government announced that it would be taking control over TasWater from 1st July 2018.

The Treasurer, Hon Peter Gutwein MP stated

“The State Government has decided that the best way to resolve Tasmania’s inadequate water and sewerage infrastructure is to assume ownership and control over TasWater.

This will facilitate a faster solution to the problem and resolve the long term underinvestment that has led to the current unsatisfactory situation.”

The State Government has decided to intervene as it considers unacceptable that:

- Tasmania’s brand for having a clean and safe environment is at risk because water and sewerage systems are not up to standard,
- despite substantial structural reform, TasWater continues to face significant challenges in meeting environmental, public health, dam safety and water regulations under Council stewardship,
- 25 towns remain on boil water or do not consume alerts, and only one of Tasmania’s 78 level two sewerage plants is 100 percent compliant with EPA discharge to water limits.

The state government have promised that under its control there will be lower water prices, no need for Council rate increases, water and sewerage problems fixed sooner with its greater capacity to financially contribute (10 year Capital Works program complete over a 5 year period), there be no change for TasWater employees, and no privatisation of TasWater in the future.

The Treasurer has been invited to attend the LGAT General Meeting on the 7th April to discuss the matter further after parties have had time to consider all details of the proposal.

Labor’s policy confirms that under a Labor Government, TasWater will remain in Council ownership.

Dividend payments and tax equivalence arrangements will continue to flow to Council’s under a Labor Government.

Labor have identified three major water and sewerage projects that are not funded by the Liberal’s takeover plan: Cameron Bay, Launceston and Macquarie Point.

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Labor proposes to tender these projects to industry super funds seeking stable investments and long term, low rate of returns.

3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
 - Leaders with Impact
Core Strategies:
 - ♦ Communicate – Connect with the community
 - ♦ Lead – Councillors represent honestly with integrity
 - ♦ Manage – Management is efficient and responsive
 - Money Matters
Core Strategies:
 - ♦ Budgets are responsible yet innovative
 - ♦ Efficiency in resource sharing and Council reform
 - ♦ Improve community assets responsibly and sustainably
- Progress –
 - Economic Development – Supporting Growth & Changes
 - ♦ New & expanded small business is valued
 - ♦ Support new businesses to grow capacity & service
 - ♦ Towns are enviable places to visit, live & work
 - ♦ Minimise industrial environment impact on amenity
 - ♦ Developers address climate change challenges
 - ♦ Maximise external funding opportunity

4 POLICY IMPLICATIONS

State and Local Government Consultation Partnership Agreements seem not to have been followed in this take-over proposal.

5 STATUTORY REQUIREMENTS

The State Government intends to establish a new government business to provide water and sewerage services in Tasmania, through legislation to be introduced in the 2017 Spring session of Parliament and for the new business to commence operations on 1 July 2018.

The legislation for the take-over of TasWater would contain explicit provisions to prevent the future privatisation of TasWater.

6 FINANCIAL IMPLICATIONS

The State Government has advised that the current price determination for water and sewerage will be extended to 30 June 2019 with the price increase set at 2.75% for customers on the target tariff. Future target price increases to be within 2.75% to 3.5% range.

The State Government would legislate to provide Councils with payments of \$20 million per annum for 2018-19 and continue over a seven-year period (up until 2024-25), to provide Councils with the same returns as announced by TasWater last year. After this period Councils to receive one half of any returns from the entity in perpetuity.

Northern Midlands Council has assets worth some \$39.6m invested into the TasWater business, and it

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receives 2.52 percent or \$756,000 of the total annual TasWater distributions per annum.

A previous decision by TasWater will see a reduction of distributions to Tasmanian Councils from \$30m to \$20m in 2018-19 which is estimated to result in a revenue reduction for this council of \$252,000 per annum (or 2.4% of general rate revenue).

Under the State Government proposal after the initial seven-year period Council distributions could reduce by a further 50% to \$10m (equivalent to another 2.4% of general rate revenue).

7 RISK ISSUES

The aim of all parties is to minimise the health risk to the community with the delivery of quality water and sewer infrastructure and services at affordable prices.

8 CONSULTATION WITH STATE GOVERNMENT

The only consultation was initially at a meeting called by the Treasurer in late February, but has been followed by several media releases since that time from the Government, LGAT and TasWater.

9 COMMUNITY CONSULTATION

Public media releases have been issued to community news outlets.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council at its March meeting resolved:

Cr Polley/Cr Goss

That

- 1. Council take the position that TasWater remain in the ownership of Tasmanian Councils.*
- 2. Council reconsider its position once government provides a business case behind the State Government's proposed takeover of TasWater, its 10 year Financial Plan and 10 year CAPEX Plan compared to TasWater's 10 year Financial Plan and 10 year CAPEX Plan.*
- 3. it be placed on record, Council requests the following from the State Government:*
 - a. Evidence of the capacity of local business/industry to deliver the accelerated infrastructure program;*
 - b. The proposed 50/50 distributions projections post the 2024/25 financial year, and how these will be guaranteed;*
 - c. A guarantee that annual charge increases will be no greater than CPI; and*
 - d. The proposed plan for headworks charges.*

Carried unanimously

A meeting of the Local Government Association of Tasmania will occur on 7 April 2017, the outcome of these discussions will be reported to the April Council meeting.

Council may also determine whether it wishes to publicly support the Labor Party's Plan that TasWater should remain in Council ownership and infrastructure projects should not be seen as problems, but opportunities for our economy to grow.

11 OFFICER'S COMMENTS/CONCLUSION

Copies of the correspondence provided by the Labor Party is attached and details the position of the Labor Party.

The matter is referred for discussion and direction.

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10 APRIL 2017



12 ATTACHMENTS

- 12.1 Letter from Rebecca White MP
- 12.2 Labor Long Term Strategy

RECOMMENDATION 1

That Council discuss the matter.

DECISION

Cr

Cr

AGENDA – ORDINARY MEETING

10 APRIL 2017



GOV 10 AUSTRALIAN MAYORAL AVIATION COUNCIL (AMAC): 2017 ANNUAL CONFERENCE - MOTION

Attachments: Section 1 – Page 61

Responsible Officer: Des Jennings, General Manager

Report prepared by: Des Jennings, General Manager

1 PURPOSE OF REPORT

The purpose of this report is to seek Council's consideration and direction in respect to a motion to the General Meeting of the Australian Mayoral Aviation Council (AMAC).

2 INTRODUCTION/BACKGROUND

Council continues to pursue the enforcement of the lease arrangements between Australian Pacific Airports Corporation and the Commonwealth, being the payment of outstanding ex-gratia rates and the amount that accumulate at approximately \$280,000 annually, at this time a total in excess of \$1.35m.

Council will be represented at the AMCA 2017 Annual Conference. Council has sought a report for consideration where Council's representatives will seek the support of the group for a direct approach to the Council of Australian Governments (COAG), the peak inter-government forum in Australia on the matter of the outstanding ex-gratia rates at the General Meeting.

The role of COAG is to manage matters of national significance or matters that need coordinated action by all Australian Governments.

Accordingly, Council seeks a joint approach through all State Local Government Associations to place on the table at the COAG meetings the matter of large corporations, like APAC (Launceston Airport) failing to contribute their fair share of ex-gratia rates, as determined by their lease with the Commonwealth and the State Valuer General.

3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
 - Leaders with Impact
Core Strategies:
 - ♦ Lead – Councillors represent honestly with integrity
 - Money Matters
Core Strategies:
 - ♦ Budgets are responsible yet innovative

4 POLICY IMPLICATIONS

Council policy has levied rate equivalents on the commercially operated or leased areas of the airport via valuations provided by the Valuer General. Commonwealth owned airports are exempt from paying rates as required under State legislation. However, Commonwealth owned airport operators are required to pay 'rate equivalent' payments under the terms of their lease agreement.

5 STATUTORY REQUIREMENTS

Local Government Act 1993

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6 FINANCIAL IMPLICATIONS

Council continues to ask Australian Pacific Airports Corporation (APAC) to contribute its fair share of ex-gratia rates, as determined by their lease with the Commonwealth, in accordance with the valuation assessment of the Tasmanian Valuer-General.

The current amount outstanding is \$1,350,000.

The amount accumulating at approximately \$280,000 annually (plus new development at airport not being valued).

7 RISK ISSUES

The consistent failure of the Australian Pacific Airport Corporation (Launceston Airport) to contribute their fair share of ex-gratia rates, as determined by their lease with the Commonwealth and the Tasmanian State Valuer-General.

It is worth noting that the Australian Pacific Airport Corporation (Launceston Airport) operates as a private commercial business; under a lease agreement with the Department of Infrastructure and Regional Development and receives the benefit of Government subsidy on those parts of their operations unrelated to public service.

8 CONSULTATION WITH STATE GOVERNMENT

Council has informed the State Government the status of the dispute. Mayor Downie has discussed the matter with Minister for Local Government, Peter Gutwein MP.

The Local Government Division has also been kept informed on the dispute and progress to date.

9 COMMUNITY CONSULTATION

Letters to residents were forwarded in December 2015 and early June 2016. The first letter detailed the purpose of Council's media campaign and our position. The second letter detailed the progress of the dispute to date, with clarity around the amounts outstanding.

10 OPTIONS FOR COUNCIL TO CONSIDER

To agree/not agree for a motion to be presented to the AMAC 2017 Annual Conference.

11 OFFICER'S COMMENTS/CONCLUSION

- Council is seeking fair and equitable treatment for its community.
- Council asks that Australia Pacific Airports Corporation contributes its fair share of ex-gratia rates, as determined by their lease with the Commonwealth, in accordance with the valuation assessment of the Tasmanian Valuer-General.
- The current amount outstanding is \$1,350,000
- The amount accumulating annually is approximately \$280,000 (plus new development at airport not being valued).
- The Department of Infrastructure and Regional Development continues to provide instructions to the "independent valuer" to ignore key areas of the airport, which by interpretation of the lease, should be included as a rateable area pursuant to the lease.
 - Rateable areas are where a commercial income is derived, for example: the parts of the terminal building dedicated to check-in, security screening, departure lounges and arrival/baggage claim.

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- The only independent valuation to date is that prepared by the State Valuer-General without direction from the Department of Regional Development, the Launceston Airport, or Council.
- Council is pursuing this issue in the interest of fairness to its ratepayers.
- The Australia Pacific Airports Corporation (Launceston Airport) operates as a private commercial business, under a lease agreement with the Department of Infrastructure and Regional Development and receives the benefit of Government subsidy on those parts of their operations unrelated to public service.
- The issue will remain unresolved without Federal intervention.

The general meeting of AMAC is an opportunity for Council to present its case for a joint approach to COAG, by way of the Local Government State Associations.

All States have airports that at some time will, if not already may seek to unfairly reduce their fair share of ex-gratia rate payment to the local Council, which will impact upon all other ratepayers who will ultimately make up the shortfall to maintain services and infrastructure.

It is recommended that Council request the general meeting of AMAC to formally support a motion to COAG seeking the support of all levels of government and particularly Federal intervention, by way of instruction to the Department of Infrastructure and Regional Development, to direct all lessees of Commonwealth land leased to corporations providing airport services to pay their fair share of ex-gratia rates as determined by the lease with the Commonwealth, in accordance with the valuation assessment of the State Valuer-Generals.

12 ATTACHMENTS

12.1 AMAC Annual General Meeting Notice and Agenda

RECOMMENDATION 1

That Council discuss the matter.

RECOMMENDATION 2

That Council request the general meeting of AMAC to formally support a motion to COAG seeking the support of all levels of government and particularly Federal intervention, by way of instruction to the Department of Infrastructure and Regional Development, to direct all lessees of Commonwealth land leased to corporations providing airport services to pay their fair share of ex-gratia rates as determined by the lease with the Commonwealth, in accordance with the valuation assessment of the State Valuer-Generals.

DECISION

Cr

Cr

AGENDA – ORDINARY MEETING

10 APRIL 2017



R&CS 1 PROVISION OF TRAFFIC MANAGEMENT SERVICES FOR EVENTS

Responsible Officer: Amanda Bond, Regulatory & Community Services Manager

Report prepared by: Amanda Bond, Regulatory & Community Services Manager

1 PURPOSE OF REPORT

The purpose of this report is to seek Council's position on Council providing traffic management services for events within the municipality.

2 INTRODUCTION/BACKGROUND

There are a number of events within the Northern Midlands municipality requiring traffic management, for example, ANZAC Day, Ross Marathon and Evandale Village Fair.

Traffic management plans must be drafted and implemented by a certified operator.

Council has five staff members with the relevant traffic management qualifications who have indicated they would be prepared to conduct this work after hours.

Engaging a contractor to conduct traffic management for an event is a costly exercise. Most events occur on a weekend, and the minimum cost is estimated to be \$1,500 as the contractor must be paid for a minimum of four hours work.

It has been suggested the Council should offer traffic management services to smaller scale events at a cost price to event organisers, in order to be more affordable for event organisers and encourage events in the municipality.

Currently, Council does provide traffic management services to the Cressy Trout Festival and the Evandale Village Fair. Council pays to engage a contractor to complete traffic management for the municipal ANZAC services.

3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
 - Best Business Practice & Compliance
 - Core Strategies:
 - ♦ Council complies with all Government legislation
 - Workforce Standards
 - Core Strategies:
 - ♦ Workplace Health & Safety is fully compliant
- Progress –
 - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future
 - Core Strategies:
 - ♦ Proactive engagement drives new enterprise
 - ♦ Collaborative partnerships attract key industries

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10 APRIL 2017



4 POLICY IMPLICATIONS

By providing this service Council will be assisting community events where organiser may not be in a financial position to hire a contractor to conduct the service.

5 STATUTORY REQUIREMENTS

In implementing road closures, Council officers must comply with the relevant Australian Standards.

6 FINANCIAL IMPLICATIONS

This proposal is cost neutral to Council. It is proposed that the event organiser would pay for the cost of the provision of the service to Council directly, or apply for in-kind support through the funding rounds offered in March and September of each year.

It is estimated the average cost to the event organiser to engage Council officers to implement traffic management would be \$400 - \$500 which includes staff wages, on costs and vehicle costs. This is significantly less than the estimated \$1,500 to engage an external contractor.

7 RISK ISSUES

The risk involved with this service is that by implementing the traffic management for an event, Council is accepting responsibility for the site, and therefore liability if an accident occurs. Council's insurance can cover this risk.

In some instances it is not feasible for Council to provide the service. For example, during ANZAC Day there are seven events held across the municipality requiring traffic management. Council officers would be unable to provide this service.

It is recommended that events requiring multiple staff to implement traffic management should engage an external traffic management services contractor to complete the work.

8 CONSULTATION WITH STATE GOVERNMENT

N/A

9 COMMUNITY CONSULTATION

Feedback is received from time to time that the cost to implement traffic management for small events is often prohibitive to the event.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council is to consider whether or not to provide traffic management services to local events, where one officer can implement the service.

11 OFFICER'S COMMENTS/CONCLUSION

Council currently provides this service to two events in the municipality. There is a risk to Council is that it is accepting responsibility for the site when implementing traffic management. However, with proper risk management plans in place, the implementation of traffic management for small scale events the risk is reduced.

AGENDA – ORDINARY MEETING

10 APRIL 2017



12 ATTACHMENTS

Nil

RECOMMENDATION 1

That Council discuss the matter.

RECOMMENDATION 2

That Council does/does not agree to provide traffic management services, at cost, to community events, for provision of services to implement a road closure, to be assessed on a case by case basis.

DECISION

Cr

Cr

AGENDA – ORDINARY MEETING

10 APRIL 2017



R&CS 2 POLICY UPDATE: YOUTH POLICY

Attachments: Section 1 – Page 66

File: 44/001/001
Responsible Officer: Amanda Bond, Regulatory & Community Services Manager
Report prepared by: Amanda Bond, Regulatory & Community Services Manager

1 PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement of an amendment to its Youth Policy.

2 INTRODUCTION/BACKGROUND

Council's Youth Policy was adopted in April 2007 and last reviewed in February 2014. At the time the policy was developed Council employed a Youth Officer and the services being offered by Council differ to those in place now.

Currently Council engages Northern Joblink and the PCYC to provide Youth Services within the municipality. Northern Joblink are engaged to provide 5 hours per fortnight to both the Campbell Town and Cressy District High Schools.

The PCYC provides programs at Evandale (Primary aged students), Perth and Longford (10-16 years).

The Youth Policy has been amended to more accurately reflect the services Council is providing.

3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- People –
 - Lifestyle – Strong, Vibrant, Safe and Connected Communities
- Core Strategies:
- ♦ Connect – Improve sense of community ownership
 - ♦ Caring, Healthy, Safe Communities – Awareness, education & service

4 POLICY IMPLICATIONS

Council's policies should accurately reflect Council and the community's expectations and the services Council is providing.

5 STATUTORY REQUIREMENTS

N/A

6 FINANCIAL IMPLICATIONS

There are no financial implications attached to updating the Youth Policy.

7 RISK ISSUES

There are no risk issues identified with updating the Youth Policy. However, it is noted, Council should ensure its policies are up to date and reviewed on a regular basis.

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8 CONSULTATION WITH STATE GOVERNMENT

N/A

9 COMMUNITY CONSULTATION

N/A

10 OPTIONS FOR COUNCIL TO CONSIDER

Council is to consider whether to endorse the amended policy.

11 OFFICER'S COMMENTS/CONCLUSION

The amended Youth Policy is attached to this report.

12 ATTACHMENTS

- 12.1 Existing Youth Policy
- 12.2 Amended Youth Policy

RECOMMENDATION 1

That Council adopt the amended version of the Youth Policy as attached.

DECISION

Cr

Cr

AGENDA – ORDINARY MEETING

10 APRIL 2017



CORP 1 MONTHLY FINANCIAL STATEMENT

Attachments: Section 1 – Page 71

File: Subject 24/023
 Responsible Officer: Maree Bricknell, Corporate Services Manager
 Report Prepared by: Maree Bricknell, Corporate Services Manager

1 PURPOSE OF REPORT

The purpose of this report is to present the monthly financial reports as at 31 March 2017.

2 INTRODUCTION/BACKGROUND

The Corporate Services Manager circulated a copy of the Monthly Financial Summary for the period ended 31 March 2017.

3 ALTERATIONS TO 2016-17 BUDGET

Following a budget review of income and expenditure items the following alterations/variances are highlighted and explained: -

SUMMARY FINANCIAL REPORT

For Month Ending: 31-Mar-17 9

A. Operating Income and Expenditure

	Budget	Year to Date Budget	Actual	(\$,000)	Target 100%	Comments
Rate Revenue	-\$9,872,545	-\$9,872,545	-\$9,640,027	-\$233	97.6%	
Recurrent Grant Revenue	-\$4,387,909	-\$3,290,932	-\$3,224,159	-\$67	98.0%	
Fees and Charges Revenue	-\$1,506,300	-\$1,129,725	-\$1,187,553	\$58	105.1%	
Interest Revenue	-\$405,842	-\$304,382	-\$186,379	-\$118	61.2%	
Reimbursements Revenue	-\$81,867	-\$61,400	-\$63,413	\$2	103.3%	
Other Revenue	-\$1,659,834	-\$1,244,876	-\$676,665	-\$568	54.4%	
	-\$17,914,297	-\$15,903,859	-\$14,978,196	-\$926	94.2%	
Employee costs	\$5,176,338	\$3,882,254	\$4,111,562	-\$229	105.9%	
Material & Services Expenditure	\$4,501,543	\$3,376,157	\$3,912,210	-\$536	115.9%	
Depreciation Expenditure	\$5,327,234	\$3,995,426	\$3,995,324	\$0	100.0%	
Government Levies & Charges	\$662,419	\$496,814	\$389,568	\$107	78.4%	
Councillors Expenditure	\$190,097	\$142,573	\$148,800	-\$6	104.4%	
Other Expenditure	\$1,271,412	\$1,053,173	\$719,883	\$333	68.4%	
Plant Expenditure Paid	\$482,895	\$362,171	\$328,914	\$33	90.8%	
	\$17,611,938	\$13,308,567	\$13,606,261	-\$298	102.2%	
	-\$302,359	-\$2,595,292	-\$1,371,935			
Gain on sale of Fixed Assets	\$0	\$0	\$0	\$0	0.0%	
Loss on Sale of Fixed Assets	\$300,000	\$225,000	\$67,452	\$158	30.0%	
Underlying (Surplus) / Deficit	-\$2,359	-\$2,370,292	-\$1,304,483			
	\$0		\$0			
Capital Grant Revenue	-\$2,291,976	-\$1,718,982	-\$737,301	-\$982	42.9%	
Subdivider Contributions	-\$430,000	-\$322,500	0	-\$323	0.0%	
Capital Revenue	-\$2,721,976	-\$2,041,482	-\$737,301			
	-	-	-			
Budget Alteration Requests						
- For Council authorisation by absolute majority						
			Capital			
Defer to 2017/18 Budget period						
- 741130 Woolmers Bridge			\$2,500,000			
- 741300 Rossarden Road Bridge			\$120,000			
- 743725 McShanes Road Bridge			\$300,000			

AGENDA – ORDINARY MEETING

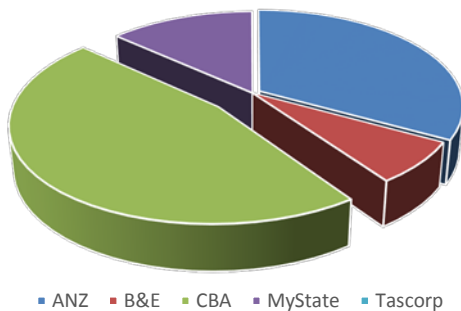
10 APRIL 2017



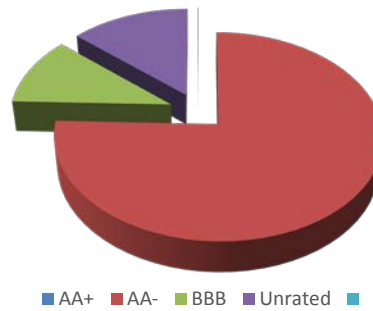
B. Balance Sheet Items

	Year to Date Actual		Monthly Change		Same time last year	Comments
Cash & Cash Equivalents Balance						
- Opening Cash balance	\$10,346,134		\$12,652,166			
- Cash Inflow	\$18,228,529		\$3,864,737			
- Cash Payments	<u>-\$13,567,131</u>		<u>-\$1,509,371</u>			
- Closing Cash balance	\$15,007,531		\$15,007,531			
	-		-			
Account Breakdown						
- Trading Accounts	\$507,999					
- Investments	<u>\$14,499,532</u>					
	\$15,007,531					
	-					
Summary of Investments	Investment Date	Maturity Date	Interest Rate%	Purchase Price	Maturity Value	
Tasmanian Public Finance Corporation Call Account	1/03/2017	31/03/2017	1.50	\$5,169	\$5,175	
CBA Call Account	21/03/2017	31/03/2017	1.40	\$3,813,381	\$3,814,844	
ANZ	2/10/2016	2/04/2017	2.60	\$1,557,144	\$1,577,332	
CBA	14/12/2016	13/04/2017	2.52	\$1,500,000	\$1,512,427	
ANZ	14/05/2016	14/05/2017	2.70	\$1,313,367	\$1,348,828	
Bass & Equitable	23/11/2016	24/05/2017	2.70	\$621,220	\$629,584	
CBA	30/11/2016	29/05/2017	2.58	\$1,500,000	\$1,519,085	
ANZ	8/12/2016	8/06/2017	2.60	\$1,000,000	\$1,012,964	
CBA	13/02/2017	13/06/2017	2.43	\$1,000,000	\$1,007,989	
CBA	2/03/2017	31/07/2017	2.45	\$1,000,000	\$1,010,136	
My State Financial	25/12/2016	25/12/2017	2.85	\$1,189,250	\$1,223,144	
				\$14,499,53	\$14,661,50	
Total Investments				2	8	

Investments by Institution



Total Investments by Rating (Standard & Poor's)



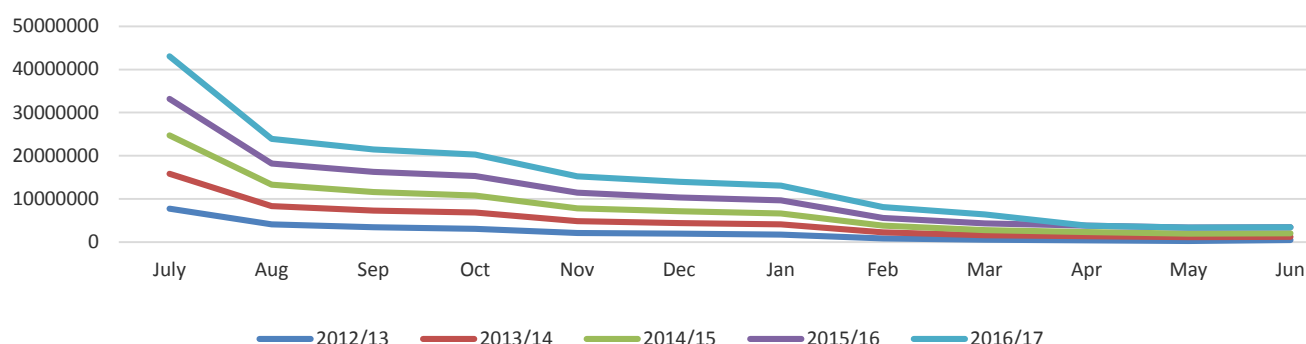
Rate Debtors	2016/17	% to Raised	Same Time Last Year	% to Raised	
Balance b/fwd	\$1,365,785		\$1,017,753		
Rates Raised	\$9,760,307		\$9,391,503		
	\$11,126,093		\$10,409,256		
Rates collected	\$8,827,424	90.4%	\$8,531,804	90.8%	
Pension Rebates	\$426,076	4.4%	\$409,927	4.4%	
Discount & Remissions	\$35,305	0.4%	\$47,795	0.5%	
	\$9,288,806		\$8,989,526		
Rates Outstanding	\$2,014,112	20.6%	\$1,603,087	17.1%	
Advance Payments received	-\$176,826	1.8%	-\$183,357	2.0%	

AGENDA – ORDINARY MEETING

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Outstanding Rates



Trade Debtors

Current balance	\$120,262		
- 30 Days	\$60,894		
- 60 Days	\$7,041		
- 90 Days	\$421		
- More than 90 days	\$51,906		
Summary of Accounts more than 90 days:	-		
- Norfolk Plains Book sales	754		Paid by outlet as sold
- Hire/lease of facilities	2,509		
- Removal of fire hazards	2,791		
- Dog Registrations & Fines	30,535		Sent to Fines Enforcement
- Sales	2,000		Arrangement to pay
- Grants	13,266		Pension Grants
- Private Works	50		

C. Capital Program

	Budget	Actual (\$,000)	Target 75%	Comments
Renewal	\$7,862,711	\$3,046,059	39%	
New assets	\$4,345,525	\$1,652,697	38%	
Total	\$12,208,236	\$4,698,756	38%	

Major projects:

- Lake River Bridge Replacement	\$1,430,000	\$1,660,429	116%	Complete
- Campbell Town Recreation Ground Complex	\$1,500,000	\$36,008	2%	Design tender assessment stage
- Rossarden Bridge Replacement	\$300,000	\$0	0%	Tender March
- Nile Road reconstruction	\$264,000	\$157,574	60%	Commenced
- Woolmers Lane reconstruction	\$510,000	\$320,207	63%	Substantially complete
- Longford Playspace Equipment	\$253,000	\$253,522	100%	Complete
- Longford Boat Ramp jetty replacement	\$140,000	\$69,188	49%	Complete

* Full year to date capital expenditure for 2015/16 provided as an attachment.

D. Financial Health Indicators

	Target	Actual	Variance	Trend	
Financial Ratios					
- Rate Revenue / Total Revenue	55.1%	62.0%	-6.9%	↑	
- Own Source Revenue / Total Revenue	76%	78.5%	-3.0%	↘	
Sustainability Ratio					
- Operating Surplus / Operating Revenue	0.0%	8.7%	-8.7%	↘	
- Debt / Own Source Revenue	0.0%	0.0%	0.0%	↔	
Efficiency Ratios					
- Receivables / Own Source Revenue	15.8%	18.2%	-2.4%	↘	
- Employee costs / Revenue	28.9%	27.5%	1.4%	↗	
- Renewal / Depreciation	147.6%	76.2%	71.4%	↗	
Unit Costs					
- Waste Collection per bin	\$10.58	\$11.33		↔	
- Employee costs per hour	\$43.14	\$40.76		↗	
- Rate Revenue per property	\$1,414.00	\$1,397.92		↔	
- IT per employee hour	\$3.17	\$2.00		↘	

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E. Employee & WHS scorecard

	YTD	This Month	
Number of Employees	74.3	94	
New Employees	25	2	
Resignations	4	0	
Total hours worked	100875.43	9813	
Lost Time Injuries	3	1	
Lost Time Days	7	2	
Safety Incidents Reported	22	6	
Hazards Reported	11	2	
Risk Incidents Reported	8	0	
Insurance claims - Public Liability	2	0	
Insurance claims - Industrial	0	0	
Insurance claims - Motor Vehicle	4	0	
IT - Unplanned lost time	0	0	
Open W/Comp claims	10	1	

4 OFFICERS COMMENTS

Copies of the financial reports are also made available at the Council office.

5 ATTACHMENTS

- 5.1 Income & Expenditure Summary for period ending March 2017.
- 5.2 Capital Works Report to end March 2017.

RECOMMENDATION

That Council

- i) receive and note the Monthly Financial Report for the period ending 31 March 2017.
- ii) authorise budget alterations as detailed in section 3.

DECISION

Cr

AGENDA – ORDINARY MEETING

10 APRIL 2017



DEV 1 MONTHLY REPORT: DEVELOPMENT SERVICES

Responsible Officer: Des Jennings – General Manager

1 PURPOSE OF REPORT

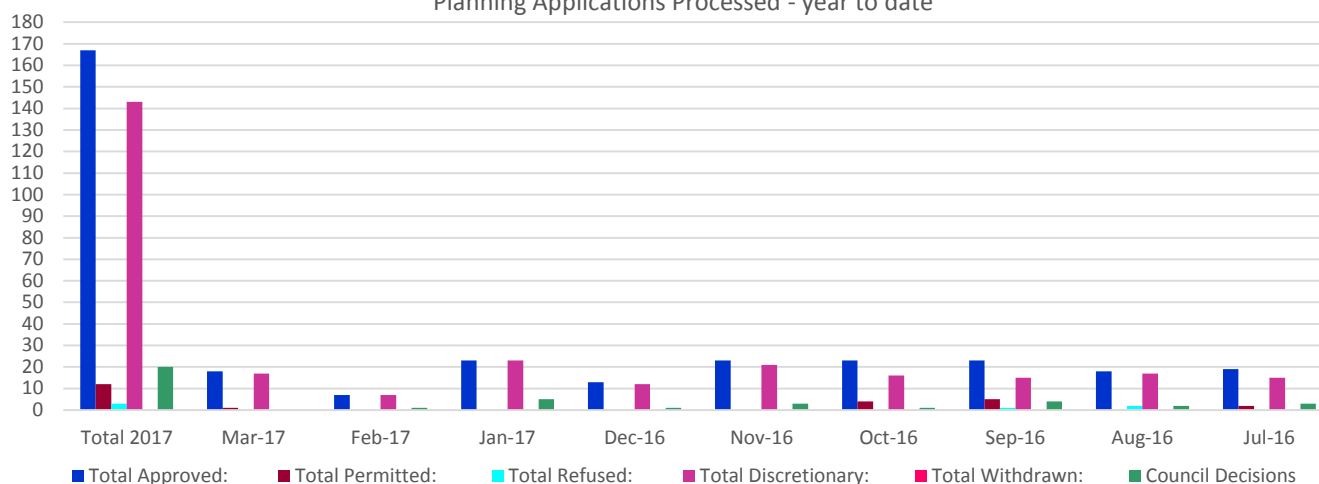
The purpose of this report is to present the Development Services activities as at 31 December 2016.

2 DEVELOPMENT SERVICES REPORTING

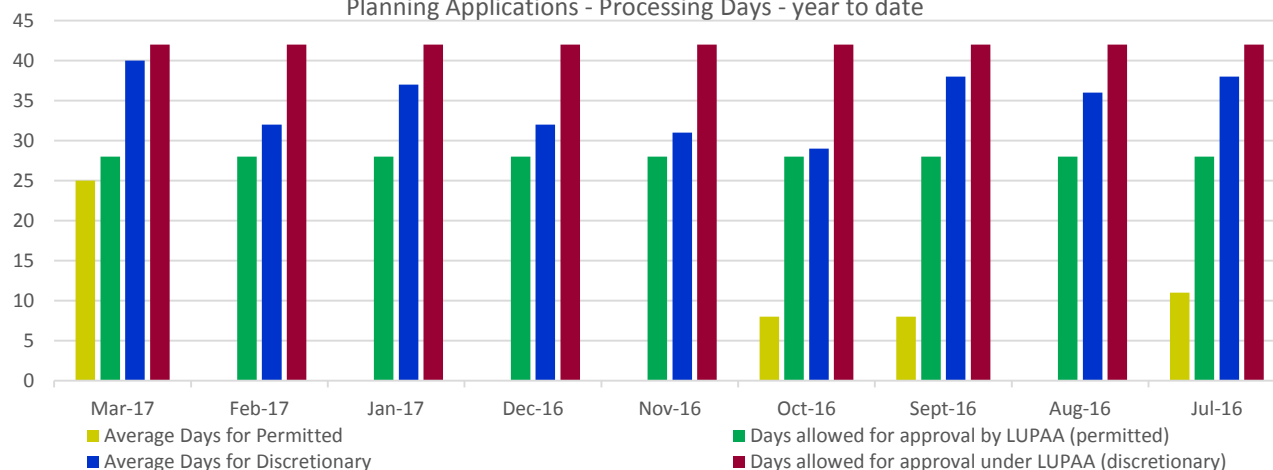
2.1 Planning Decisions

	Total 2016	Mar 17	Feb 17	Jan-17	Dec-16	Nov-16	Oct-16	Sept-16	Aug-16	Jul-16
Total Approved:	167	18	7	23	13	23	23	23	18	19
Total Permitted:	12	1	0	0	0	0	4	5	0	2
Average Days for Permitted		25	0	0	0	0	8	8	-	11
Days allowed for approval by LUPAA		28	28	28	28	28	28	28	28	28
Total Exempt under IPS:	12	0	0	0	1	2	3	3	1	2
Total Refused:	3	0	0	0	0	0	0	1	2	0
Total Discretionary:	143	17	7	23	12	21	16	15	17	15
Average Days for Discretionary:		40	32	37	32	31	29	38	36	38
Days allowed for approval under LUPAA:		42	42	42	42	42	42	42	42	42
Total Withdrawn:	0	0	0	0	0	0	0	0	0	0
Council Decisions:	20	0	1	5	1	3	1	4	2	3

Planning Applications Processed - year to date



Planning Applications - Processing Days - year to date



AGENDA – ORDINARY MEETING

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March 2017

Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
DELEGATED DECISIONS					
P16-310	Removal of Willow Tree impinging on septic	234 Clarendon Station Road, EVANDALE	National Trust of Australia (Tasmania)	36	D
P17-006	Subdivision (Boundary adjustment between two lots - adhere 311m2 to CT114847/3) (accessed via right of way over CT114847/2) - heritage area & heritage listed property	10A & 12 Marlborough Street, LONGFORD	Commercial Property Delivery	42	D
P17-010	Machinery shed and toilet block - ancillary to Resource Processing (vary setback[E] in rural zone) (accessed via right of way over CT147657/2)	135 Powranna Road, POWRANNA	Cumulus Studio	39	D
P17-011	Garage extension (vary [s] side setback)	32 Clarence Street, PERTH	D & M Corbett	34	D
P17-012	Telecommunications facility (35m-high monopole, 6 panel antennas, 3 tower mounted amplifier's & associated equipment & signage)	Rossarden Road, ROSSARDEN	Servicestream	42	D
P17-013	21-lot subdivision & demolition of existing dwelling & sheds (bushfire-prone area)	54 Mulgrave Street & p/- 80 Seccombe Street, PERTH	6ty Degrees (obo Shervan)	42	D
P17-014	2-lot subdivision & shed demolition (vary rear setback of existing dwelling)	20 Paton Street, LONGFORD	Woolcott Surveys	42	D
P17-018	2-lot subdivision	21 Frederick Street, PERTH	Woolcott Surveys	42	D
P17-019	Dwelling & garage (variation to setbacks [N&W])	206 Maitland Road, TOIBERRY	Prime Design	30	D
P17-027	Water Sensitive Urban Design/Wetland for stormwater system, south west corner of Youl Road and Frederick Street (1-13 Cromwell Street and Frederick Street road reserve) Perth, within 50m of railway	1-13 Cromwell Street, PERTH	Northern Midlands Council	42	D
P17-028	Water Sensitive Urban Design/Wetland for Stormwater System south-west cnr Youl Road and Edward Street, Perth, within 50m of railway, including interpretive signage	Edward Street, PERTH	Northern Midlands Council	42	D
P17-031	Partial change of use to residential (single dwelling) & internal alterations (heritage precinct)	111 High Street, CAMPBELL TOWN	Prime Design	42	D
P17-034	Dwelling (vary building envelope - side setback [E] & privacy for all dwellings)	21 Minerva Drive, PERTH	Pure Developments P/L	41	D
P17-038	Garage & relocated carport (vary rear [w] setback)	156 Wellington Street, LONGFORD	Tyson John Thompson	40	D
P17-040	Additions, alterations & relocated signage (heritage precinct)	2 Marlborough Street, LONGFORD	TMK Design Solutions	42	D
P17-043	Two enclosed porches (heritage precinct)	9 Murray Street, EVANDALE	G & J Divall	39	D
P17-044	Replace windows with timber framed windows & re-paint 'indian red' & 'black' (heritage listed building in heritage precinct)	69 Wellington Street, LONGFORD	Duxford Pty Ltd	42	D
P17-070	Garage	44-46 Falmouth Street, AVOCA	D McKay	25	P
COUNCIL DECISIONS					
COUNCIL DECISIONS - REFUSAL					
RMPAT DECISIONS					
TPC DECISIONS					

AGENDA – ORDINARY MEETING

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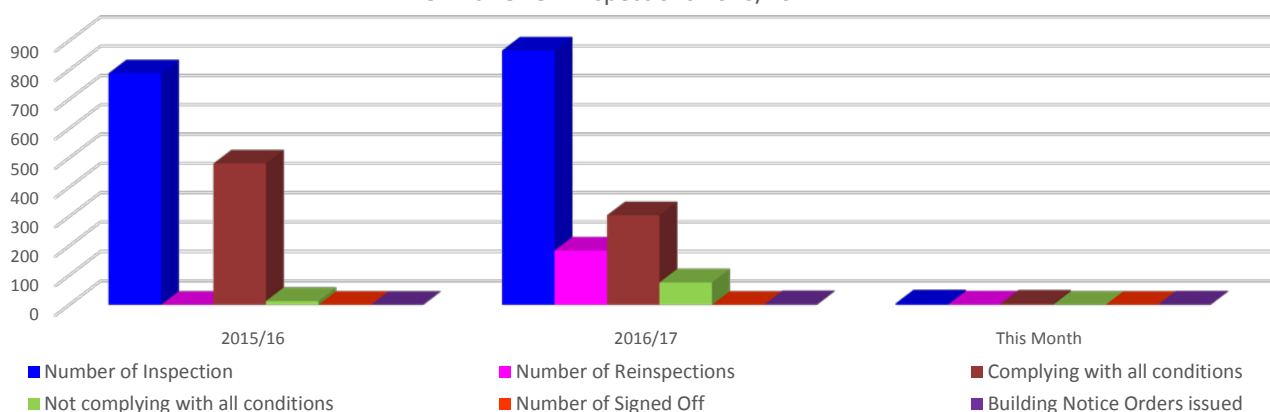


2.2 Planning Compliance – Permit Review

Permit Reviews Undertaken

	2015/2016	This Month	2016/2017
Number of Inspections	789	5	867
Property owner not home or only recently started (Recheck in three months)	295		302
Complying with all conditions / signed off	481	4	304
Not complying with all conditions	13		76
Reinspections		1	184
Building Notice Orders issued		1	2

Permit Review Inspections 2016/2017



2.3 Matters Awaiting Decision by TPC & RMPAT

TPC	Tasmanian Planning Commission
IPS	Northern Midlands Interim Planning Scheme 2013 – effective date 1.6.13. Draft report from Commission Panel assessing the interim scheme is available on iPlan website. Range of matters considered by the Panel to be potential urgent amendments considered by Council in December 2016. TPC advised of Council's support of the potential urgent amendments in December 2016.
TPS	Tasmanian Planning Scheme – State Planning Provisions (SPP). The SPPs come into effect on 2 March 2017 as part of the Tasmanian Planning Scheme. They will have no practical effect until Local Provisions Schedule (LPS) is in effect in a municipal area.
01/16	Site-specific Planning Scheme Amendment 01/16 & 24-hour service station. TPC reconvened hearing held 25.01.17. TPC's preliminary consideration of issues available on iPlan website.
RMPAT	Resource Management & Planning Appeals Tribunal
22/17P	P16-077 - Appeal against conditions – Tyre Storage and Shredding. Hearing set for 9-11 May 2017.
Decisions received	
TPC	
-	-
RMPAT	
-	-

2.4 Building Approvals

The following table provides a comparison of the number and total value of building works for 2015/16 and 2016/17.

	YEAR - 2015 - 2016				YEAR - 2016 - 2017			
	Mar-16		July 15 - Mar 16		Mar-17		July 16 - Mar 17	
	No.	Total Value	No.	Total Value	No.	Total Value	No.	Total Value
		\$		\$		\$		\$
New Dwellings	3	1,030,000	51	13,768,452	7	3,425,000	55	16,572,904
Dwelling Additions	5	389,000	30	2,264,349	2	220,000	26	2,117,000
Garage/Sheds & Additions	8	1,563,262	67	2,607,253	3	93,000	55	1,127,860
Commercial	4	5,201,822	22	9,659,955	1	250,000	18	3,425,123
Other (Signs)								
Swimming Pools								

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	YEAR - 2015 - 2016				YEAR - 2016 - 2017			
	Mar-16		July 15 - Mar 16		Mar-17		July 16 - Mar 17	
	No.	Total Value	No.	Total Value	No.	Total Value	No.	Total Value
		\$		\$		\$		\$
Minor Works			8	23,219	2	12,000	10	37,619
Building Certificates			4	10,060			5	15,060
Amended Permits								
TOTAL	20	8,184,084	182	28,333,288	15	4,000,000	169	23,295,566
Inspections								
Building					21		65	
Plumbing					16		62	

The above figures do not include Building Approvals processed under Resource Sharing Agreements.



3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Progress – Economic Health and Wealth – Grow and Prosper
 - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future
 - Core Strategies:
 - ♦ Strategic, sustainable, infrastructure is progressive
 - A Land Use and Development Strategy to direct growth*
 - Economic Development – Supporting Growth and Change
 - Core Strategies:

AGENDA – ORDINARY MEETING

10 APRIL 2017



- ♦ Towns are enviable places to visit, live and work
- People – Culture and Society – A Vibrant Future that Respects the Past
 - Sense of Place – Sustain, Protect, Progress
 - Core Strategies:
 - ♦ Planning benchmarks achieve desirable development
 - ♦ Council nurtures and respects historical culture
 - ♦ Developments enhance existing cultural amenity
- Place – Nurture our Heritage Environment
 - Environment – Cherish and Sustain our Landscapes
 - Core Strategies:
 - ♦ Meet environmental challenges
 - History – Preserve and Protect our Built Heritage for Tomorrow
 - ♦ Our heritage villages and towns are high value assets
- Core Departmental Responsibilities
 - Planning and Development

4 STATUTORY REQUIREMENTS

4.1 *Land Use Planning & Approvals Act 1993*

The planning process is regulated by the *Land Use Planning & Approvals Act 1993*, section 43 of which requires Council to observe and enforce the observance of its planning scheme.

4.2 *Building Act 2016*

The *Building Act 2016* requires Council to enforce compliance with the Act.

5 RISK ISSUES

Overall Council currently has a good reputation throughout the development community and that people are aware of the need for building approvals. Inconsistent decision making would place this reputation at risk.

Council strives to ensure that the planning scheme meets expectations of community. Ongoing changes driven by the State despite public exhibition may not always further this aim.

6 COMMUNITY CONSULTATION

Discretionary applications are placed on public notification in accordance with Section 57 of the *Land Use Planning & Approvals Act 1993*.

7 OFFICER'S COMMENTS/CONCLUSION

Planning approval timelines for processing of discretionary applications has increased to 40 days (32 days last month) (42 days allowed by LUPAA).

Permit reviews are on track with last year, with 867 being inspected to date, compared to 789 in the previous year.

There have been 169 building approvals for the period July 2016 to March 2017 at a value of \$23,295,566 compared to 182 approvals at a value of \$28,333,288 for the period July 2015 to March 2016.

RECOMMENDATION

That the report be noted.

DECISION

Cr

AGENDA – ORDINARY MEETING

10 APRIL 2017



DEV 2 PERTH STRUCTURE PLAN

Attachments: Section 1 – Page 79

File: 13/005/003/001.
Responsible Officer: Des Jennings, General Manager
Report prepared by: Paul Godier, Senior Planner

1 PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement of the Perth Structure Plan.

2 INTRODUCTION/BACKGROUND

The Department of State Growth has commenced planning and design work on the Perth Link Roads project to the south and west of Perth. The proposed road will define some sixty hectares of flat greenfield land south of Drummond Street and some twenty hectares on the western edge of Perth. In anticipation of this, Council commenced the Perth Structure Plan project in 2016.

3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
 - Leaders with Impact
Core Strategies:
 - ♦ Communicate – Connect with the community
- Progress –
 - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future
Core Strategies:
 - ♦ Strategic, sustainable, infrastructure is progressive
 - ♦ Proactive engagement drives new enterprise
 - Economic Development – Supporting Growth & Changes
 - ♦ New & expanded small business is valued
 - ♦ Support new businesses to grow capacity & service
 - ♦ Towns are enviable places to visit, live & work
 - ♦ Minimise industrial environment impact on amenity
 - ♦ Developers address climate change challenges
 - ♦ Maximise external funding opportunity
- People –
 - Sense of Place – Sustain, Protect, Progress
Core Strategies:
 - ♦ Council nurtures and respects historical culture
 - ♦ Developments enhance existing cultural amenity
 - ♦ Public assets meet future lifestyle challenges
 - Lifestyle – Strong, Vibrant, Safe and Connected Communities
Core Strategies:
 - ♦ Living well – Valued lifestyles in vibrant, eclectic towns
 - ♦ Communicate – Communities speak & leaders listen
 - ♦ Participate – Communities engage in future planning
 - ♦ Connect – Improve sense of community ownership
- Place –

AGENDA – ORDINARY MEETING

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- Environment – Cherish & Sustain our Landscapes
Core Strategies:
 - ♦ Cherish & sustain our landscapes
 - ♦ Meet environmental challenges
- History – Preserve & Protect our Built Heritage for Tomorrow
Core Strategies:
 - ♦ Our heritage villages and towns are high value assets

4 POLICY IMPLICATIONS

No policy implications are identified.

5 STATUTORY REQUIREMENTS

5.1 Section 33 – Land Use Planning & Approvals Act 1993

Amendments to the planning scheme will be required if the Perth Structure Plan is approved.

6 FINANCIAL IMPLICATIONS

The project has been budgeted for.

7 RISK ISSUES

There are risk issues that the plan does not get correctly transitioned into the planning scheme. This can be overcome by close oversight of the amendment process and discussion with the Tasmanian Planning Commission.

8 CONSULTATION WITH STATE GOVERNMENT

Consultation with the State Government occurred throughout the process.

9 COMMUNITY CONSULTATION

The draft plan was prepared having been informed by a community survey with around 150 responses. The draft plan was made available for public comment for four weeks from 18 October 2016. Notice of the draft plan was given to all owners and occupiers within Perth, Range Road and Devon Hills. Notice of the draft plan was placed in the Examiner and copies were available on council's website with hardcopies at the offices. Eight submissions were received to the draft plan. A summary of the submissions is attached. Changes to the plan as a result of the community consultation are discussed below.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can endorse the plan as presented, or move amendments to the plan.

11 OFFICER'S COMMENTS/CONCLUSION

GHD's response to the submissions is attached. This was provided to Councillors at the January workshop, as a result of which changes have been made to the plan as outlined below.

Land between Napoleon Street and the western Link Road

The plan did not make sufficient reference to the existing residential zoning of land between the proposed western link road and Napoleon Street. This has been amended in the current version of the plan.

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The plan placed a lower priority on the development of the land between the proposed western link road and Napoleon Street than it did over the development of the land south of Drummond Street. This has been amended in the current version of the plan.

Eskleigh Home

The plan did not make reference to Eskleigh Home and the services it provides. The plan did not make reference to ensuring appropriate, safe and convenient disability access provided for residents of Eskleigh Home to Perth which could be by way of a river bank walkway south of the Perth Bridge and reinstatement of the original carriage path to Eskleigh House. This is now covered in the current version of the plan.

Former Quarry Site

The plan's suggestion that the former quarry site presents an opportunity for residential development is not supported. The only suitable alternative would be open space. This has been addressed in the current version of the plan with the former quarry site being shown as open space.

Retail Expansion

Preference expressed for retail expansion option 2, which would provide a new and expanded commercial area on a greenfield site south of Drummond Street. This would minimise interface with residential uses and through traffic, and would encourage the development of tourist or cultural activities in the existing town centre.

Agreement that there is scope for an expanded retail footprint in Perth. However, the footprint requirements for a supermarket are considered to be extremely optimistic given Perth's proximity to Launceston and its existing retail offering, and that retail expansion will necessarily coincide with continued population growth. While agreeing that sufficient land should be allocated to future retail development, concern with option 2 which creates some uncertainty for retail operators.

12 ATTACHMENTS

- 12.1 Perth Structure Plan
- 12.2 Summary of submissions

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That Council endorse the Perth Structure Plan and draft amendments to the planning scheme be prepared.

DECISION

Cr

Cr

AGENDA – ORDINARY MEETING

10 APRIL 2017



DEV 3 DRAFT PLACEMENT OF SHIPPING CONTAINERS BYLAW

Attachments: Section 1 – Page 143

Responsible Officer: Des Jennings, General Manager

Report prepared by: Paul Godier, Senior Planner

1 PURPOSE OF REPORT

This report seeks Council's endorsement of the draft Placement of Shipping Containers By-Law.

2 INTRODUCTION/BACKGROUND

Council requested that initial consultation be undertaken on the draft Placement of Shipping Containers By-Law with key stakeholders and that a report be brought to a meeting of Council (Min. Ref. 229/16).

3 STRATEGIC PLAN 2017-2027

The Strategic Plan 2017-2027 provides the guidelines within which Council operates.

- Lead –
 - Leaders with Impact
Core Strategies:
 - ♦ Communicate – Connect with the community
 - ♦ Lead – Councillors represent honestly with integrity
 - ♦ Manage – Management is efficient and responsive
 - Best Business Practice & Compliance
Core Strategies:
 - ♦ Council complies with all Government legislation
- People –
 - Sense of Place – Sustain, Protect, Progress
Core Strategies:
 - ♦ Developments enhance existing cultural amenity
- Place –
 - Environment – Cherish & Sustain our Landscapes
Core Strategies:
 - ♦ Cherish & sustain our landscapes
 - History – Preserve & Protect our Built Heritage for Tomorrow
Core Strategies:
 - ♦ Our heritage villages and towns are high value assets

4 POLICY IMPLICATIONS

Council does not currently have a formal policy dealing with the placement of shipping containers and is this is not considered to be a matter that can be resolved by policy rather than regulation.

5 STATUTORY REQUIREMENTS

The introduction of a by-law is regulated by the Local Government Act 1993. Section 156 states that a council which intends to make a by-law is to pass a resolution by an absolute majority to that effect.

6 FINANCIAL IMPLICATIONS

A by-law to regulate the placement of shipping containers will require an increased input of staff hours in regulating the by-law.

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7 RISK ISSUES

There is a risk that without a by-law, the placement of shipping containers will proliferate, with a negative impact on the amenity of the municipality.

8 CONSULTATION WITH STATE GOVERNMENT

Referral to the Director of Local Government will occur if Council passes a formal resolution of its intention to make a by-law.

9 COMMUNITY CONSULTATION

Consultation with Council's Local District Committees has been undertaken. The Ross Local District Committee asked that Council consider including provisions to remove non-compliant containers.

The Campbell Town Local District Forum observed the placement of shipping containers has increased within the township and raised concern was raised regarding the process to manage the removal of existing shipping containers under the proposed by-law.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can:

- Endorse the draft by-law as attached; or
- Require amendments to the draft by-law;
- Elect not to pursue the draft by-law.

11 OFFICER'S COMMENTS/CONCLUSION

The proposed by-law will allow Council to take action on shipping containers where the planning scheme does not allow for such. Public consultation has raised the issue that the by-law should apply to existing shipping containers, however the by-law cannot do this because section 150 (1) (a) of the Local Government Act 1993 states that a council must not make a by-law which applies retrospectively.

12 ATTACHMENTS

12.1 Draft Placement of Shipping Containers By-Law

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That, in accordance with s.156 of the *Local Government Act 1993*, Council resolves that it intends to make the proposed Placement of Shipping Containers By-Law No. 1 of 2017 to regulate the placement of shipping containers in the Northern Midlands municipality.

DECISION

Cr

Cr

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PUBLIC QUESTIONS & STATEMENTS

Regulation 31 of the *Local Government (Meeting Procedures) Regulations 2015* relates to the provision of Public Question Time during a Council meeting. Regulation 31(7) of the Regulations stipulates that “a Council is to determine any other procedures to be followed in respect of public question time at an ordinary council meeting.”

Public question time is to commence immediately after the meal break at approximately 6:45pm and is to be conducted in accordance with the following guidelines:

- At each Council Meeting up to 20 minutes, or such longer period as Council may determine by resolution at that meeting, is to be provided for persons at the meeting to ask questions.
- A person seeking to ask a question must firstly identify himself or herself by stating their name and the town they reside in.
- If more than one person wishes to ask a question, the Mayor is to determine the order in which those questions are asked
- Questions must be directed to the Mayor who shall answer or direct the question to the appropriate Councillor or Council Officer. A question will be answered if the information is known otherwise taken on notice and responded to in writing within 10 working days. Questions should preferably be in writing and provided to the General Manager 7 days prior to the Council Meeting.
- A person is entitled to ask no more than 2 questions on any specific subject. If a person has up to two questions on several subjects, the Mayor may defer those questions until other questions have been asked and refer back to that person only if time permits.
- Each speaker is limited to a maximum of 3 minutes.

1 PUBLIC QUESTIONS

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COUNCIL ACTING AS A PLANNING AUTHORITY

Section 25 (1) of the Local Government (meeting procedures) Regulations require that if a Council intends to act at a meeting as a Planning Authority under the *Land Use Planning and Approvals Act 1993*, the Chairperson is to advise the meeting accordingly.

DECISION

Cr

That the Council intends to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993* for Agenda item PLAN 1.

2 STATEMENTS

PLAN 1 P17-058 – 12 Paton Street, LONGFORD

PLAN 1 PLANNING APPLICATION P17-058 12 PATON STREET, LONGFORD

Attachments: Section 1 – Page 151

File Number: 111300.028 CT172712/3
Responsible Officer: Des Jennings, General Manager
Report prepared by: Melissa Cunningham, Planner

1 INTRODUCTION

This report assesses an application for 12 Paton Street, Longford to construct two multiple dwellings.

2 BACKGROUND

Applicant:
Heger Constructions Pty Ltd

Zone:
General Residential

Classification under the Scheme:
Residential (Multiple Dwelling)

Deemed Approval Date:
12-04-2017

Owner:
Heger Constructions Pty Ltd

Codes:
Road and railway assets code
Car parking and sustainable transport code
Environmental impacts & attenuation

Existing Use:
Vacant

Recommendation:
Approve

Discretionary Aspects of the Application

- Within Environmental Impacts & Attenuation area of meat works
- Variation to Car Parking and Sustainable Transport Code to remove visitor car parking space
- Variation to building envelope for internal front setback to unit (from 4.5m to 3.27m).

Planning Instrument: *Northern Midlands Interim Planning Scheme 2013*

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Preliminary Discussion

Prior to submission of the application and purchasing the original parent property, the applicant held discussions with Council officers regarding the overall development plans for the lots. The applicant has completed a three lot subdivision and the construction of a dwelling on lot 1.

Site from corner of battle axe lot – looking north-west



3 STATUTORY REQUIREMENTS

The proposal is an application pursuant to section 57 of the *Land Use Planning & Approvals Act 1993* (ie a discretionary application). Section 48 of the *Land Use Planning & Approvals Act 1993* requires the Planning Authority to observe and enforce the observance of the Planning Scheme. Section 51 of the *Land Use Planning & Approvals Act 1993* states that a person must not commence any use or development where a permit is required without such permit.

4 ASSESSMENT

4.1 Proposal

It is proposed to:

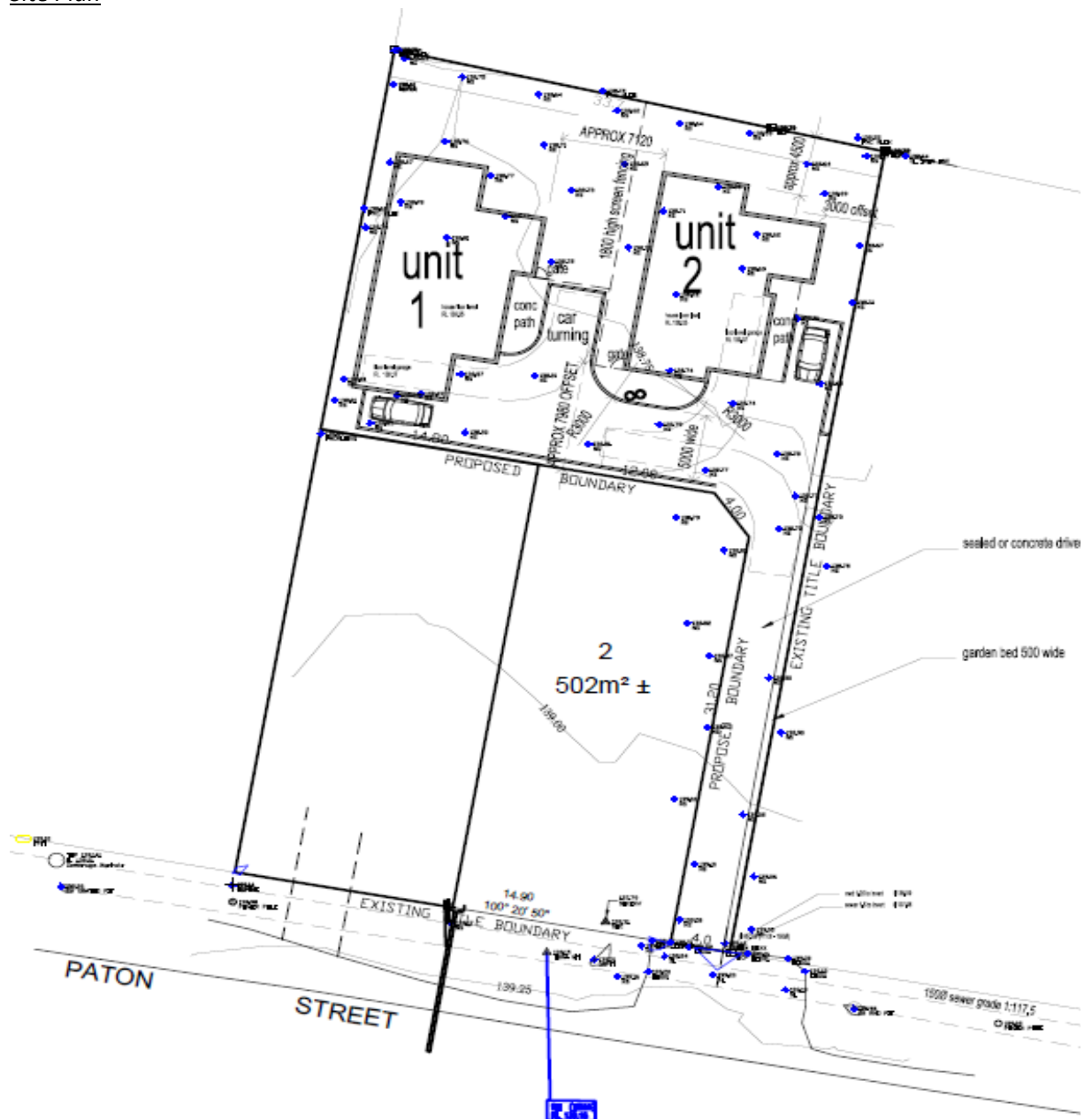
- Construct two multiple dwellings: dwelling one is two bedrooms with attached garage and alfresco area. Dwelling two is three bedrooms with attached garage and alfresco area. Construction materials for the dwellings are Austral bricks, Colorbond roof and aluminum double glazed windows.
- Install a sealed/concrete driveway, parking areas and turning bay.
- Construct fencing between the units.
- Landscaping of the driveway and around units.

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Site Plan

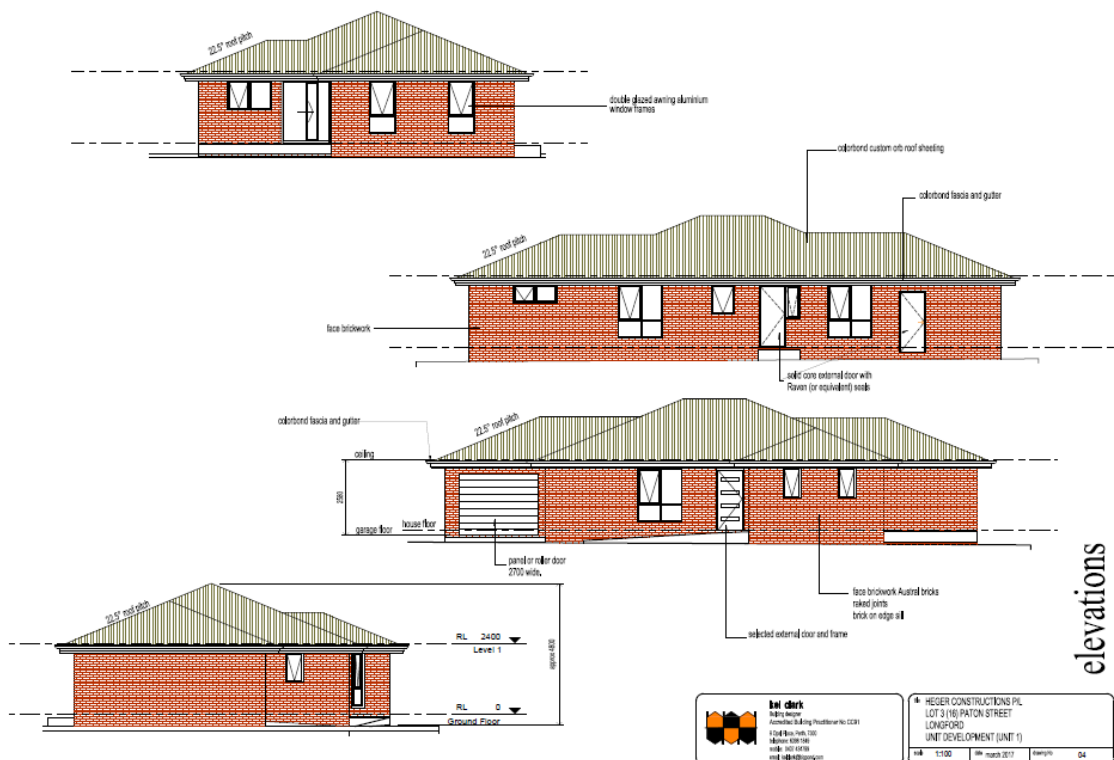


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Elevations – Dwelling 1



Elevations – Dwelling 2

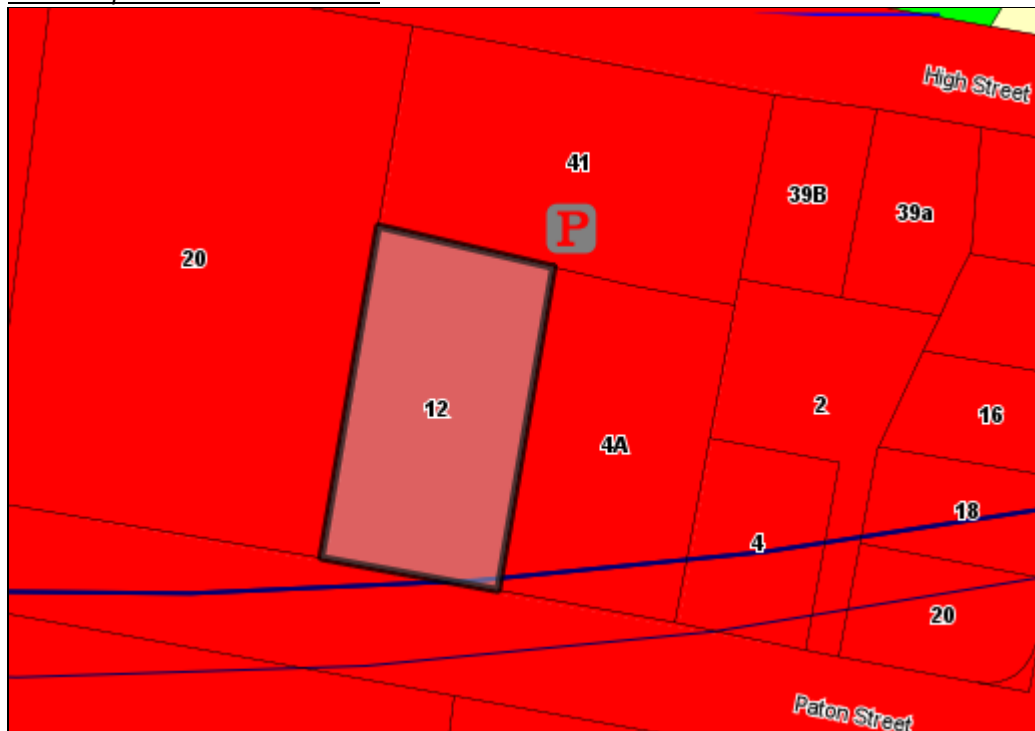


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Zone Map –General Residential



The land is zoned *General Residential* and is subject to the *Environmental Impacts & Attenuation Code*.

The relevant Planning Scheme definition is:

<i>single dwelling</i>	<i>means a dwelling on a lot on which no other dwelling is situated; or a dwelling and an ancillary dwelling on a lot on which no other dwelling is situated.</i>
<i>multiple dwellings</i>	<i>means 2 or more dwellings on a site.</i>

Residential (Multiple Dwelling) is Permitted (Permit Required) in the zone.

4.3 Subject site and locality

The author of this report carried out a site visit on 31 March 2017. The subject site is located on the northern side of Paton Street. It is a relatively flat vacant 1095m² internal battle axe lot. New timber paling fences, approximately 1.8m high, have been constructed on the eastern, northern and western sides and partially along the southern side. No fencing has been constructed around lot 2 (vacant lot in same ownership as subject title). The lot was recently subdivided, with titles being issued in February 2017 and a two metre stormwater easement runs across the rear of the lot. The surrounding properties are all zoned residential, with the property to the north being used as a mechanical business.

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2016 Aerial photograph of area



Photographs of subject site



^Subject site from Paton Street

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^Subject looking north down internal driveway



^Subject looking towards north-east corner



^Subject looking south-east towards 4a Paton Street

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^Subject looking east along rear (northern boundary fence)



^Subject looking south towards 16 Paton Street from rear of lot



^Subject site looking north-west from roughly half way along driveway (adjacent to rear of 4A Paton Street)

4.4 Permit/site history

Relevant permit history includes:

- Title created 10-02-2017
- P17-058 – Multiple dwellings (current application)

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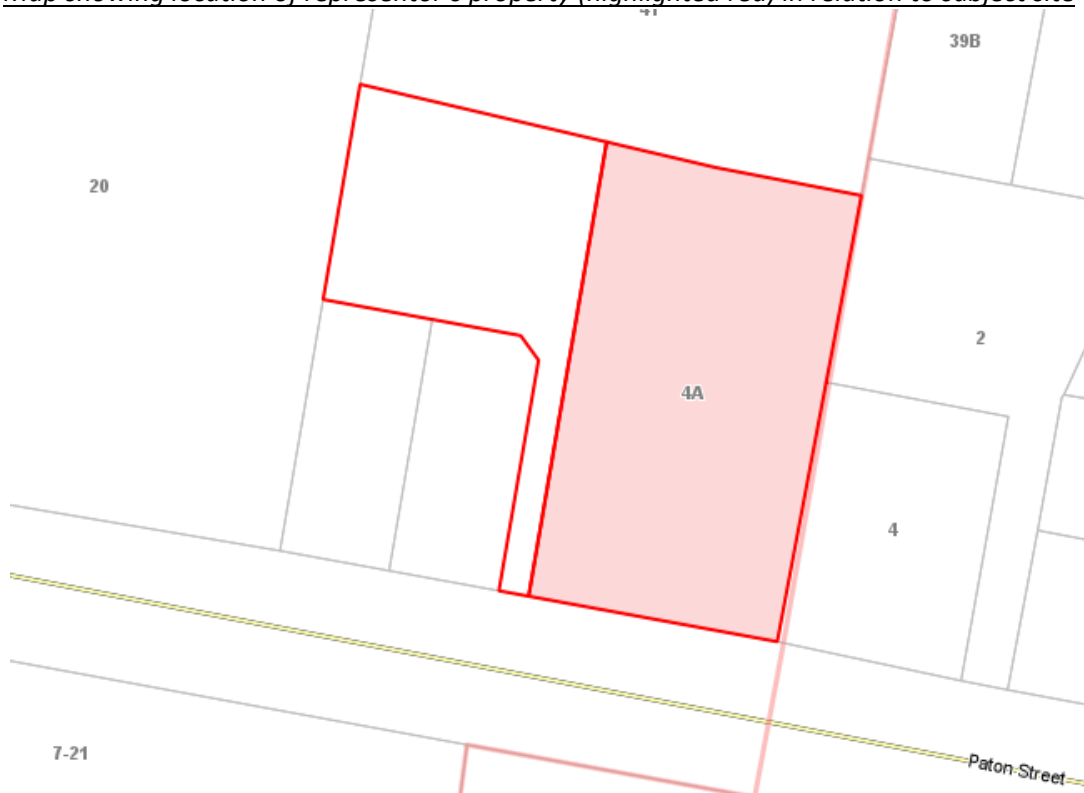


4.5 Representations

Notice of the application was given in accordance with Section 57 of the *Land Use Planning & Approvals Act 1993*. A review of Council's Records management system after completion of the public exhibition period revealed that a representation (attached) was received from:

- Stevan Green, 4a Paton Street, Longford

Map showing location of representor's property (highlighted red) in relation to subject site



The matters raised in the representation are outlined below followed by the planner's comments.

Issue 1

- Natural waterway, back corner

Planner's comment:

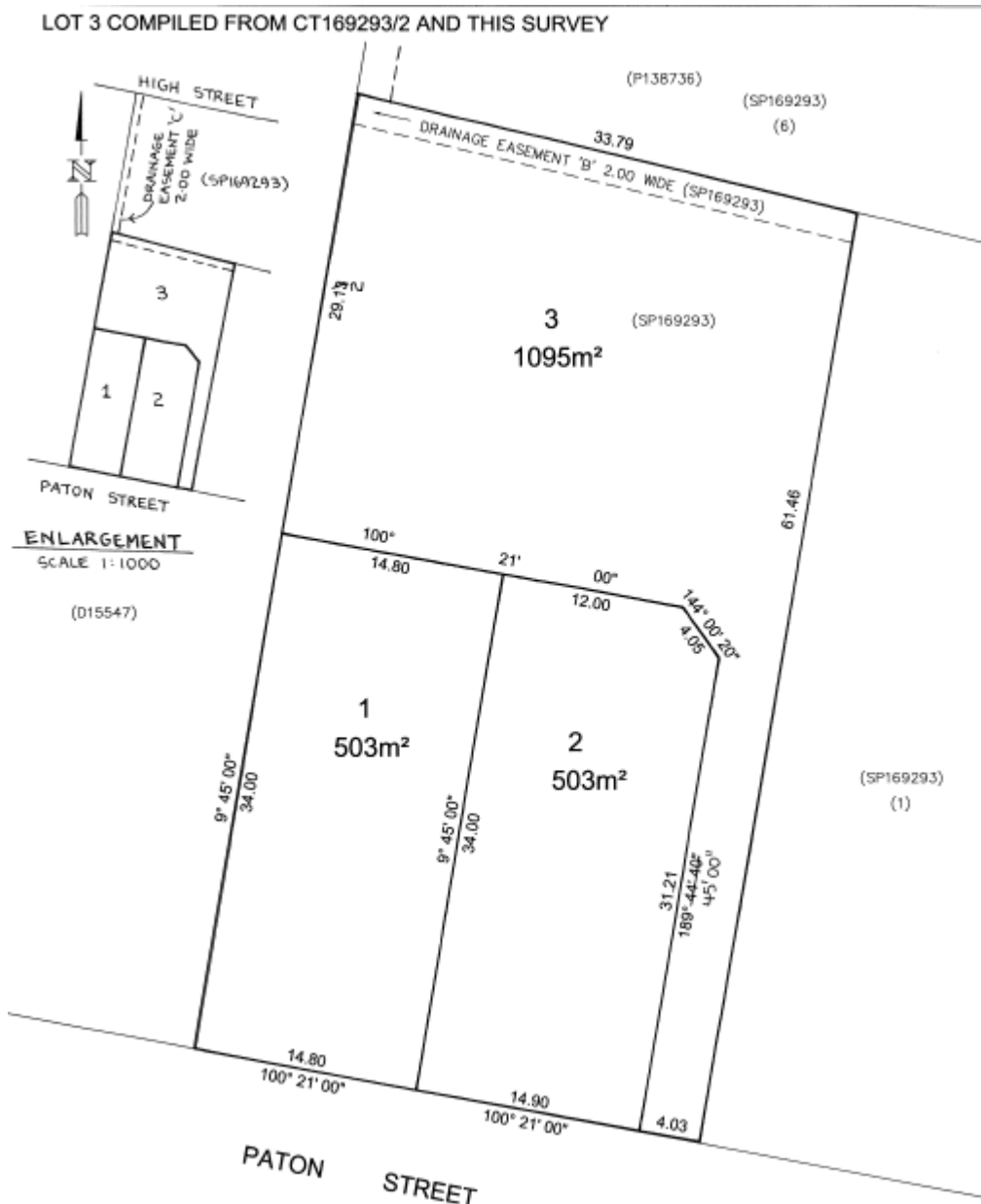
No development proposed in natural waterway.

A two metre drainage easement runs along the rear of the property, which still allows for stormwater and other surplus water to flow. It runs from the representor's property (lot 1), through the rear of the development property (lot 6) and along the western boundary of 41 High Street (lot 6). The development does not change this, nor are any buildings proposed to be constructed within the easement.

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Title plan – showing easement



Issue 2

- Blocking in views, boxing in representor's house

Planner's comment:

Not a valid planning concern.

Multiple dwellings are permitted within the zone and the planning scheme has no mechanism for protecting vistas. The development became discretionary due to the property being within an attenuation area, a variation to the southern setback (adjoining 16 Paton Street) and the variation of a visitor car parking space. Council can only exercise its discretion, only insofar as each such matter is relevant to the particular discretion being exercised. None of the variations sought impact on the property at 4a Paton Street. The development meets the acceptable standards for density and open space provisions.

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4.6 Referrals

The only referrals required were as follows:

Council's Works Department

Precis: Council's Works Department (Jonathan Galbraith) reported on 31/03/2017 and their recommended conditions are included in the conditions of approval.

TasWater

Precis: A Taswater Submission to Planning Authority Notice was issued on 14/03/2017 (Taswater Ref: TWDA 2017/00337-NMC).

4.7 Planning Scheme Assessment

GENERAL RESIDENTIAL ZONE
ZONE PURPOSE
<i>To provide for residential use or development that accommodates a range of dwelling types at suburban densities, where full infrastructure services are available or can be provided.</i> <i>To provide for compatible non-residential uses that primarily serve the local community.</i> <i>Non-residential uses are not to be at a level that distorts the primacy of residential uses within the zones, or adversely affect residential amenity through noise, activity outside of business hours traffic generation and movement or other off site impacts.</i> <i>To encourage residential development that respects the neighbourhood character and provides a high standard of residential amenity.</i>
Assessment: The proposal meets the zone purpose.

LOCAL AREA OBJECTIVES
<i>To consolidate growth within the existing urban land use framework of the towns and villages.</i> <i>To manage development in the General residential zone as part of or context to the Heritage Precincts in the towns and villages.</i> <i>To ensure developments within street reservations contribute positively to the Heritage Precincts in each settlement.</i>
Assessment: The proposal meets the local area objectives.

10.4.1 Residential density for multiple dwellings

	A1	Site area per dwelling of not less than
✓	(a)	325m ²

10.4.2 Setback and building envelopes for dwellings

	A1	Unless within a building area, then
✓	(a)	4.5m from primary frontage; or not less than existing dwelling on site; OR
✓	(b)	3m to secondary frontage; or not less than existing dwelling on site; OR
N/a	(b)	if vacant lot, setback which is not more or less than dwellings on immediately adjoining lots; OR
N/a	(c)	not less than the existing dwelling setback if less than 4.5m; OR
N/a	(d)	as per road setback specified in Planning Scheme
	A2	Garage or carport to be set back:
✓	(a)	5.5m from primary frontage or 1m behind the façade, OR
N/a	(b)	The same as the dwelling façade if under dwelling
N/a	(c)	1m if gradient > 1:5 for 10m from frontage
	A3	Dwellings (excluding minor protrusions extending to 1.5m)
X	(a)	to be within building envelope
	(i)	frontage setback (as above), or 4.5m from rear boundary of adjoining frontage lot for internal lot

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	(ii)	45 degrees from the horizontal at a height of 3m above natural ground level, 4m rear setback, and max height 8.5m AND
✓	(b)	1.5m side setback or built to the boundary (existing boundary wall within .2m of boundary or; 9m or ⅓ of the side boundary, whichever is lesser)

10.4.3 Site coverage and private open space for dwellings

✓	A1	(a)	max. site coverage of 50% (excluding eaves)
✓		(b)	for multiple dwellings, a total area of private open space of not less than 60m ² , unless floor level is entirely over 1.8m above ground level (excl garage, carport or foyer)
✓		(c)	at least 25% free from impervious surfaces
✓	A2	(a)	(i) POS of 24m ² in one location in one location, or
N/a		(ii)	POS of 12m ² in one location if a multiple dwelling with floor level over 1.8m high (as per A1b)
✓		(b)	(i) horizontal dimension of 4m; or
		(ii)	horizontal dimension of 2m if a multiple dwelling with floor level over 1.8m high (as per A1b); AND
✓		(c)	directly accessible from, & adjacent to, a habitable room (other than bedroom); AND
✓		(d)	not located to the S, SE or SW of dwelling, unless receives at least 3 hours of sunlight to 50% of area between 9am and 3pm on 21June; AND
N/a		(e)	between dwelling and frontage only if frontage is orientated between 30 degrees west of north and 30 degrees east of north; AND
✓		(f)	not steeper than 1:10, AND
✓		(g)	not used for vehicle parking

10.4.4 Sunlight and overshadowing

✓	A1	1 habitable room (other than bedroom) with window facing between 30 degrees west of north and 30 degrees east of north
N/a	A2	A multiple dwelling that is to the north of a window of a habitable room (other than a bedroom) of another dwelling on the same site, which window faces between 30 degrees west of north and 30 degrees east of north (see Diagram 10.4.4A), must be in accordance with (a) or (b), unless excluded by (c):
		(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4B):
		(i) at a distance of 3 m from the window; and
		(ii) vertically to a height of 3 m above natural ground level and then at an angle of 45 degrees from the horizontal.
		(b) The multiple dwelling does not cause the habitable room to receive less than 3 hours of sunlight between 9.00 am and 3.00 pm on 21st June.
		(c) That part, of a multiple dwelling, consisting of:
		(i) an outbuilding with a building height no more than 2.4 m; or
		(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6 m horizontally from the multiple dwelling.
A3		A multiple dwelling, that is to the north of the private open space, of another dwelling on the same site, required in accordance with A2 or P2 of subclause 10.4.3, must be in accordance with (a) or (b), unless excluded by (c):
		(a) The multiple dwelling is contained within a line projecting (see Diagram 10.4.4C):
		(i) at a distance of 3 m from the northern edge of the private open space; and
		(ii) vertically to a height of 3 m above natural ground level and then at an angle of 45 degrees from the horizontal.
		(b) The multiple dwelling does not cause 50% of the private open space to receive less than 3 hours of sunlight between 9.00 am and 3.00 pm on 21st June.
		(c) That part, of a multiple dwelling, consisting of:
		(i) an outbuilding with a building height no more than 2.4 m; or
		(ii) protrusions (such as eaves, steps, and awnings) that extend no more than 0.6 m horizontally from the multiple dwelling

10.4.5 Width of openings for garages and carports

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- N/a A1 Garage or carport within 12m of a primary frontage (whether free-standing or not), total width of openings facing frontage of < 6m or half the width of the frontage (whichever is lesser).

10.4.6 Privacy

- N/a A1 Balconies, decks, carports etc OR windows/glazed doors to a habitable room, more than 1m above natural ground level must have a permanently fixed screen to a height of at least 1.7m above the finished surface or floor level, with a uniform transparency of no more than 25%, along the sides facing a:
- (a) side boundary – 3m
 - (b) rear boundary – 4m
 - (c) dwelling on the same site, unless the balcony, deck, roof terrace, parking space, or carport is at least 6m:
 - (i) from a window or glazed door, to a habitable room of the other dwelling on the same site; or
 - (ii) from a balcony, deck, roof terrace or the private open space, of the other dwelling on the same site.
- N/a A2 Window or glazed door to habitable room with floor level over 1m must
- (a) (i) 3m setback from side boundary; and
 - (ii) 4m setback from rear boundary; and
 - (iii) if a multiple dwelling, at least 6m from glazing of adjacent dwelling on same site
 - (iv) if a multiple dwelling, at least 6m from private open space of adjacent dwelling on same site
- N/a (b) (i) offset horizontally 1.5m from glazing of habitable room of another dwelling; or
- (ii) sill height or fixed obscure glazing 1.7m above floor level, or
 - (iii) permanently fixed external screen for the full length of the glazing, to 1.7 m above floor level, with a uniform transparency of not more than 25%.

- ✓ A3 A shared driveway or parking space (excluding a parking space allocated to that dwelling) must be separated from a window, or glazed door, to a habitable room of a multiple dwelling by a horizontal distance of at least:
- (a) 2.5m; or
 - (b) 1m if:
 - (i) it is separated by a screen of at least 1.7m in height; or
 - (ii) the glazing, to a habitable room has a sill height of at least 1.7m above the shared driveway or parking space, or has fixed obscure glazing extending to a height of at least 1.7 m above the floor level.

10.4.7 Frontage fences for single dwellings

- N/a A1 Applies to maximum building height of fences on and within 4.5m of a frontage
- N/a (a) 1.2m if solid; OR
 - N/a (b) 1.8m if above 1.2m has openings which provide a minimum 50% transparency

See Planning Scheme for the following provisions for multiple dwellings

- 10.4.8 Waste storage for multiple dwellings- Complies (in garage)
- 10.4.9 Storage for multiple dwellings - Complies
- 10.4.10 Common Property for multiple dwellings - Complies
- 10.4.11 Outbuildings and Ancillary Structures for the Residential Use Class other than a single dwelling – N/a
- 10.4.12 Site Services for multiple dwellings - Complies

Easements

- ✓ No construction over an easement

10.4.2 Setbacks and building envelope for all dwellings

- Objective: To control the siting and scale of dwellings to:
- (a) provide reasonably consistent separation between dwellings on adjacent sites and a dwelling and its frontage; and

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- (b) assist in the attenuation of traffic noise or any other detrimental impacts from roads with high traffic volumes; and
- (c) provide consistency in the apparent scale, bulk, massing and proportion of dwellings; and
- (d) provide separation between dwellings on adjacent sites to provide reasonable opportunity for daylight and sunlight to enter habitable rooms and private open space.

Performance Criteria

- P3 The siting and scale of a dwelling must:
- (a) not cause unreasonable loss of amenity by:
 - (i) reduction in sunlight to a habitable room (other than a bedroom) of a dwelling on an adjoining lot; or
 - (ii) overshadowing the private open space of a dwelling on an adjoining lot; or
 - (iii) overshadowing of an adjoining vacant lot; or
 - (iv) visual impacts caused by the apparent scale, bulk or proportions of the dwelling when viewed from an adjoining lot; and
 - (b) provide separation between dwellings on adjoining lots that is compatible with that prevailing in the surrounding area.

Comment: A variation to the southern setback is required for dwelling one from 4.5m to 3.57m. The developer advised that the setback variation is to allow more open space on the northern side of the dwelling and if required was also willing to move it forward to comply with the acceptable solution. But as the variation does not cause any unreasonable overshadowing, overlooking or visual impacts to the adjoining southern dwelling, the setback variation is supported.

CODES	
E1.0 BUSHFIRE PRONE AREAS CODE	N/a
E2.0 POTENTIALLY CONTAMINATED LAND	N/a
E3.0 LANDSLIP CODE	N/a
E4.0 ROAD AND RAILWAY ASSETS CODE	Complies
E.5.0 FLOOD PRONE AREAS CODE	N/a
E6.0 CAR PARKING AND SUSTAINABLE TRANSPORT CODE	See code assessment below
E7.0 SCENIC MANAGEMENT CODE	N/a
E8.0 BIODIVERSITY CODE	N/a
E9.0 WATER QUALITY CODE	N/a
E10.0 RECREATION AND OPEN SPACE CODE	N/a
E11.0 ENVIRONMENTAL IMPACTS & ATTENUATION CODE	See code assessment below
E12.0 AIRPORTS IMPACT MANAGEMENT CODE	N/a
E13.0 LOCAL HISTORIC HERITAGE CODE	N/a
E14.0 COASTAL CODE	N/a
E15.0 SIGNS CODE	N/a

ASSESSMENT AGAINST E6.0 CAR PARKING & SUSTAINABLE TRANSPORT CODE

E6.6 Use Standards

E6.6.1 Car Parking Numbers

Objective: To ensure that an appropriate level of car parking is provided to service use.

Acceptable Solutions		Performance Criteria	
A1	The number of car parking spaces must not be less than the requirements of:	P1	The number of car parking spaces provided must have regard to:
a)	Table E6.1; or	a)	the provisions of any relevant location specific car parking plan; and
b)	a parking precinct plan contained in Table E6.6: Precinct Parking Plans (except for dwellings in the General Residential Zone).	b)	the availability of public car parking spaces within reasonable walking distance; and

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	c) any reduction in demand due to sharing of spaces by multiple uses either because of variations in peak demand or by efficiencies gained by consolidation; and d) the availability and frequency of public transport within reasonable walking distance of the site; and e) site constraints such as existing buildings, slope, drainage, vegetation and landscaping; and f) the availability, accessibility and safety of on-road parking, having regard to the nature of the roads, traffic management and other uses in the vicinity; and g) an empirical assessment of the car parking demand; and h) the effect on streetscape, amenity and vehicle, pedestrian and cycle safety and convenience; and i) the recommendations of a traffic impact assessment prepared for the proposal; and j) any heritage values of the site; and k) for residential buildings and multiple dwellings, whether parking is adequate to meet the needs of the residents having regard to: i) the size of the dwelling and the number of bedrooms; and ii) the pattern of parking in the locality; and iii) any existing structure on the land.
--	---

Table E6.1: Parking Space Requirements

Use	Parking Requirement	
	Vehicle	Bicycle
Residential: <i>If a 2 or more bedroom dwelling in the General Residential Zone (including all rooms capable of being used as a bedroom)</i>	<i>2 spaces per dwelling</i>	<i>1 space per unit or 1 spaces per 5 bedrooms in other forms of accommodation.</i>
<i>visitor parking for multiple dwellings in the General Residential Zone</i>	<i>1 dedicated space per 4 dwellings (rounded up to the nearest whole number); or</i> <i>If on an internal lot or located at the head of a cul-de-sac, 1 dedicated space per 3 dwellings (rounded up to the nearest whole number)</i>	
Comment: The development plans show two parking spaces per dwelling, which complies with the requirements of the planning scheme for two or more bedroom dwellings. One visitor parking space is required, but is not shown. There is enough space for each dwelling to have their own tandem visitor parking space near the uncovered parking space. As the lot is internal, it is unlikely that visitors will park on the street and walk in; therefore, a condition of the permit shall be that visitor parking is made available. <u>Dwelling one:</u> Requires the car parking space to be extended to the western fence to ensure that a second tandem parking spot is provided and enough manoeuvring space available. <u>Dwelling two:</u> Requires the car parking space to be extended north, to the point of the kitchen wall to allow the tandem visitor car parking space to be provided. The minor tweaking of the plans allow for the development to comply with the acceptable solutions of the planning scheme.		

E6.6.2 Bicycle Parking Numbers

Objective: To encourage cycling as a mode of transport within areas subject to urban speed zones by ensuring safe, secure and convenient parking for bicycles.	
Acceptable Solutions	Performance Criteria

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A1.1 Permanently accessible bicycle parking or storage spaces must be provided either on the site or within 50m of the site in accordance with the requirements of Table E6.1; or A1.2 The number of spaces must be in accordance with a parking precinct plan contained in Table E6.6: Precinct Parking Plans.	P1 Permanently accessible bicycle parking or storage spaces must be provided having regard to the: a) likely number and type of users of the site and their opportunities and likely preference for bicycle travel; and b) location of the site and the distance a cyclist would need to travel to reach the site; and c) availability and accessibility of existing and planned parking facilities for bicycles in the vicinity.
Comment: Bicycle parking available in garages.	

E6.6.3 Taxi Drop-off and Pickup

Objective: To ensure that taxis can adequately access developments.

Acceptable Solutions	Performance Criteria
A1 One dedicated taxi drop-off and pickup space must be provided for every 50 car spaces required by Table E6.1 or part thereof (except for dwellings in the General Residential Zone).	P1 No performance criteria.
Comment: Not applicable.	

E6.6.4 Motorbike Parking Provisions

Objective: To ensure that motorbikes are adequately provided for in parking considerations.

Acceptable Solutions	Performance Criteria
A1 One motorbike parking space must be provided for each 20 car spaces required by Table E6.1 or part thereof.	P1 No performance criteria.
Comment: Not applicable.	

E6.7 Development Standards

E6.7.1 Construction of Car Parking Spaces and Access Strips

Objective: To ensure that car parking spaces and access strips are constructed to an appropriate standard.

Acceptable Solutions	Performance Criteria
A1 All car parking, access strips manoeuvring and circulation spaces must be: a) formed to an adequate level and drained; and b) except for a single dwelling, provided with an impervious all weather seal; and c) except for a single dwelling, line marked or provided with other clear physical means to delineate car spaces.	P1 All car parking, access strips manoeuvring and circulation spaces must be readily identifiable and constructed to ensure that they are useable in all weather conditions.
Comment: Complies.	

E6.7.2 Design and Layout of Car Parking

Objective: To ensure that car parking and manoeuvring space are designed and laid out to an appropriate standard.

Acceptable Solutions	Performance Criteria
A1.1 Where providing for 4 or more spaces, parking areas (other than for parking located in garages and carports for dwellings in the General Residential Zone) must be located behind the building line; and A1.2 Within the General residential zone, provision for turning must not be located within the front setback for residential buildings or multiple dwellings.	P1 The location of car parking and manoeuvring spaces must not be detrimental to the streetscape or the amenity of the surrounding areas, having regard to: a) the layout of the site and the location of existing buildings; and b) views into the site from the road and adjoining public spaces; and c) the ability to access the site and the rear of buildings; and d) the layout of car parking in the vicinity; and e) the level of landscaping proposed for the car parking.
Comment: Not applicable.	

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A2.1 Car parking and manoeuvring space must: a) have a gradient of 10% or less; and b) where providing for more than 4 cars, provide for vehicles to enter and exit the site in a forward direction; and c) have a width of vehicular access no less than prescribed in Table E6.2 and Table E6.3, and A2.2 The layout of car spaces and access ways must be designed in accordance with <i>Australian Standards AS 2890.1 - 2004 Parking Facilities, Part 1: Off Road Car Parking</i>.	P2 Car parking and manoeuvring space must: a) be convenient, safe and efficient to use having regard to matters such as slope, dimensions, layout and the expected number and type of vehicles; and b) provide adequate space to turn within the site unless reversing from the site would not adversely affect the safety and convenience of users and passing traffic.
Comment: Complies	

E6.7.3 Car Parking Access, Safety and Security

Objective: To ensure adequate access, safety and security for car parking and for deliveries.

Acceptable Solutions	Performance Criteria
A1 Car parking areas with greater than 20 parking spaces must be: a) secured and lit so that unauthorised persons cannot enter or; b) visible from buildings on or adjacent to the site during the times when parking occurs.	P1 Car parking areas with greater than 20 parking spaces must provide for adequate security and safety for users of the site, having regard to the: a) levels of activity within the vicinity; and b) opportunities for passive surveillance for users of adjacent building and public spaces adjoining the site.

Comment: Not applicable

E6.7.4 Parking for Persons with a Disability

Objective: To ensure adequate parking for persons with a disability.

Acceptable Solutions	Performance Criteria
A1 All spaces designated for use by persons with a disability must be located closest to the main entry point to the building.	P1 No performance criteria.
A2 One of every 20 parking spaces or part thereof must be constructed and designated for use by persons with disabilities in accordance with <i>Australian Standards AS/NZ 2890.6 2009</i>.	P2 No performance criteria.

Comment: Not applicable.

E6.7.6 Loading and Unloading of Vehicles, Drop-off and Pickup

Objective: To ensure adequate access for people and goods delivery and collection and to prevent loss of amenity and adverse impacts on traffic flows.

Acceptable Solutions	Performance Criteria
A1 For retail, commercial, industrial, service industry or warehouse or storage uses: a) at least one loading bay must be provided in accordance with Table E6.4; and b) loading and bus bays and access strips must be designed in accordance with <i>Australian Standard AS/NZS 2890.3 2002</i> for the type of vehicles that will use the site.	P1 For retail, commercial, industrial, service industry or warehouse or storage uses adequate space must be provided for loading and unloading the type of vehicles associated with delivering and collecting people and goods where these are expected on a regular basis.

Comment: Not applicable.

E6.8 Provisions for Sustainable Transport

E6.8.1 Bicycle End of Trip Facilities

Not used in this planning scheme

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E6.8.2 Bicycle Parking Access, Safety and Security

Objective: To ensure that parking and storage facilities for bicycles are safe, secure and convenient.	
Acceptable Solutions	Performance Criteria
A1.1 Bicycle parking spaces for customers and visitors must: a) be accessible from a road, footpath or cycle track; and b) include a rail or hoop to lock a bicycle to that meets <i>Australian Standard AS 2890.3 1993</i>; and c) be located within 50m of and visible or signposted from the entrance to the activity they serve; and d) be available and adequately lit in accordance with <i>Australian Standard AS/NZS 1158 2005 Lighting Category C2</i> during the times they will be used; and A1.2 Parking space for residents' and employees' bicycles must be under cover and capable of being secured by lock or bicycle lock.	P1 Bicycle parking spaces must be safe, secure, convenient and located where they will encourage use.
A2 Bicycle parking spaces must have: a) minimum dimensions of: i) 1.7m in length; and ii) 1.2m in height; and iii) 0.7m in width at the handlebars; and b) unobstructed access with a width of at least 2m and a gradient of no more 5% from a public area where cycling is allowed.	P2 Bicycle parking spaces and access must be of dimensions that provide for their convenient, safe and efficient use.
Comment: Complies.	

E6.8.5 Pedestrian Walkways

Objective: To ensure pedestrian safety is considered in development	
Acceptable Solution	Performance Criteria
A1 Pedestrian access must be provided for in accordance with Table E6.5.	P1 Safe pedestrian access must be provided within car park and between the entrances to buildings and the road.
Comment: Not applicable.	

E11 ENVIRONMENTAL IMPACTS AND ATTENUATION CODE

E11.6 Use Standards

E11.6.1 Attenuation Distances

Objective To ensure that potentially incompatible use or development is separated by a distance sufficient to ameliorate any adverse effects.	
Acceptable Solutions	Performance Criteria
A1 No acceptable solution.	P1 Sensitive use or subdivision for sensitive use within an attenuation area to an existing activity listed in Tables E11.1 and E11.2 must demonstrate by means of a site specific study that there will not be an environmental nuisance or environmental harm, having regard to the: a) degree of encroachment; and b) nature of the emitting operation being protected by the attenuation area; and c) degree of hazard or pollution that may emanate from the emitting operation; and d) the measures within the proposal to mitigate impacts of the emitting activity to the sensitive use.
A2 Uses listed in Tables E11.1 and E11.2 must be set back from any existing sensitive use, or a	P2 Uses with the potential to create environmental harm and environmental nuisance must demonstrate by means of a site

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boundary to the General Residential, Low Density Residential, Rural Living, Village, Local Business, General Business, Commercial zones, the minimum attenuation distance listed in Tables E11.1 and E11.2 for that activity.	specific study that there will not be an environmental nuisance or environmental harm having regard to: a) the degree of encroachment; and b) the nature of the emitting operation being protected by the attenuation area; and c) the degree of hazard or pollution that may emanate from the emitting operation; and d) use of land irrigated by effluent must comply with <i>National Health and Medical Research Council Guidelines</i>.
Comment: A site specific submission has been provided by the applicant to demonstrate that the rendering plant at the meat works does not impose on the proposed sensitive use. The proposed development is over 1000m from the rendering plant, with the area between made up of predominately residential housing. Noise and odours are the main emitting operation, but are not an issue due to the distance from the source, double glazing installed in the dwellings and wind direction is not between the emitting source and the development site. Overall, the use is considered to be appropriately separated by a sufficient distance to ameliorate any adverse effects.	

E11.7 Development Standards

Not used in this Scheme.

SPECIFIC AREA PLANS	
F1.0 TRANSLINK SPECIFIC AREA PLAN	N/a
F2.0 HERITAGE PRECINCTS SPECIFIC AREA PLAN	N/a

SPECIAL PROVISIONS	
9.1 Changes to an Existing Non-conforming Use	N/a
9.2 Development for Existing Discretionary Uses	N/a
9.3 Adjustment of a Boundary	N/a
9.4 Demolition	N/a
9.5 Subdivision	N/a

STATE POLICIES
The proposal is consistent with all State Policies.

OBJECTIVES OF LAND USE PLANNING & APPROVALS ACT 1993
The proposal is consistent with the objectives of the <i>Land Use Planning & Approvals Act 1993</i> .

STRATEGIC PLAN/ANNUAL PLAN/COUNCIL POLICIES
The proposal is consistent with the objectives of the <i>Strategic Plan 2017-2027</i> .

5 FINANCIAL IMPLICATIONS TO COUNCIL

Not applicable to this application.

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6 OPTIONS

Approve subject to conditions, or refuse and state reasons for refusal.

7 DISCUSSION

Discretion to refuse the application is limited to the property being within the attenuation area of meat works' rendering plant and a variation to the internal front setback for dwelling one. As discussed previously, the variation to the internal front setback from 4.5m to 3.57m does not impact on the amenity to the neighbouring property to the south. The building is situated far enough away that from the boundary that it will not cause overshadowing of the neighbouring property. As the dwelling proposes an eaves height of 2.4m and the existing boundary fence is approximately 1.8m high, it reduces any potential visual impacts when viewed from the southern property. The development of a sensitive use within the attenuation area of the meat works is not considered to be inappropriate. The rendering plant is a distance of 1000m away, wind is predominately not between the sites and double glazing will eliminate any potential noise issues. Visitor car parking spaces can be provided by tandem parking at each dwelling, which eliminates the variation to car parking requirements.

Conditions that relate to any aspect of the application can be placed on a permit.

The proposal will be conditioned to be used and developed in accordance with the proposal plans.

8 ATTACHMENTS

- Application & plans, correspondence with applicant
- Response from referral agency
- Representation

RECOMMENDATION

That land at 12 Paton Street, Longford be approved to be developed and used for two multiple dwellings in accordance with application P17-058, and subject to the following conditions:

1 Layout not altered

The use and development shall be in accordance with the endorsed plans numbered **P1 – P6**.

- **P1 – Site plan overall** (*Drawing No: Kel Clark, Sheet No: 02 Dated: March 2017*).
- **P2 – Site plumbing** (*Drawing No: Kel Clark, Sheet No: 08 Dated: March 2017*).
- **P3 – Floor Plan (unit 1)** (*Drawing No: Kel Clark, Sheet No: 03 Dated: March 2017*).
- **P4 – Floor Plan (unit 2)** (*Drawing No: Kel Clark, Sheet No: 03 Dated: March 2017*).
- **P5 – Elevations (unit 1)** (*Drawing No: Kel Clark, Sheet No: 04 Dated: March 2017*).
- **P6 – Elevations (unit 2)** (*Drawing No: Kel Clark, Sheet No: 04 Dated: March 2017*).

2 Council's Works Department conditions

2.1 Stormwater

- a) Each dwelling must be provided with a connection to the Council's stormwater system, constructed in accordance with Council standards and to the satisfaction of Council's Works & Infrastructure Department.
- b) Concentrated stormwater must not be discharged into neighbouring properties
- c) Landscaping and hardstand areas must not interfere with natural stormwater run-off from neighbouring properties.
- d) All driveways and hardstand areas must be designed to allow stormwater run-off to be adequately drained to the Council stormwater system.

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- e) A plumbing permit is required prior to commencing any plumbing or civil works within the property.

2.2 Access (Urban)

- a) A gravel driveway crossover shall be provided from the edge of Paton St to the property boundary. A new driveway is to be constructed by Council when road upgrade works are carried out.

2.3 Municipal standards & certification of works

Unless otherwise specified within a condition, all works must comply with the Municipal Standards including specifications and standard drawings. Any design must be completed in accordance with Council's subdivision design guidelines to the satisfaction of the Works & Infrastructure Department. Any construction, including maintenance periods, must also be completed to the approval of the Works & Infrastructure Department.

2.4 Works in Council road reserve

- a) Works must not be undertaken within the public road reserve, without prior approval for the works by the Works Manager.
- b) Twenty-four (24) hours notice must be given to the Works Department to inspect works within road reserve. Failure to do so may result in rejection of the works.

2.5 Pollutants

- a) The developer/property owner must ensure that pollutants such as mud, silt or chemicals are not released from the site.
- b) Prior to the commencement of the development authorised by this permit the developer/property owner must install all necessary silt fences and cut-off drains to prevent soil, gravel and other debris from escaping the site. Material or debris must not be transported onto the road reserve (including the naturestrip, footpath and road pavement). Any material that is deposited on the road reserve must be removed by the developer/property owner. Should Council be required to clean or carry out works on any of their infrastructure as a result of pollutants being released from the site the cost of these works may be charged to the developer/property owner.

2.6 Naturestrips

Any new naturestrips, or areas of naturestrip that are disturbed during construction, must be topped with 100mm of good quality topsoil and sown with grass. Grass must be established and free of weeds prior to Council accepting the development.

2.7 Works & Infrastructure damage bond

- a) Prior to the issue of a building permit, or the commencement of development authorised by this permit, a \$500 must be provided to Council, which will be refunded if Council's infrastructure is not damaged.
- b) This bond is not taken in place of the Building Department's construction compliance bond.
- c) The nature strip, crossover, apron and kerb and gutter and stormwater infrastructure must be reinstated to Council's standards if damaged.
- d) The bond will be returned after building completion if no damage has been done to Council's infrastructure and all engineering works are done to the satisfaction of the Works & Infrastructure Department.

3 TasWater conditions

Sewer and water services shall be provided in accordance with TasWater's Planning Authority Notice (reference number TWDA 2017/00337-NMC).

4 Landscaping

- a) Landscaping works shall be in accordance with the endorsed plans, and landscaping works for each unit shall be completed prior to the commencement of use of that unit and then maintained for the duration of the use.

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- b) A bond of \$500 shall be provided prior to the commencement of development of that unit authorised by this permit – the bond will be refunded if the landscape works are completed within the timeframe mentioned in this permit.

5 Sealing of driveways

The applicant shall seal the driveways and parking areas around each unit with an impervious asphalt or concrete pavement prior to the commencement of use of the unit.

6 Ancillary works

Prior to the commencement of use of each unit, the applicant shall provide:

- mail and newspaper receptacles for that unit at the front boundary of the land, and
- clothes-drying facilities for that unit.

7 Visitor car parking

Each unit shall be provided with a visitor car parking space that is to be tandem parked near each dwelling's uncovered parking space. The existing uncovered spaces shall be moved forward (to the fence line for dwelling one and to the kitchen window for dwelling 2).

8 Legal Title

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

9 Strata lot numbers and addresses for dwellings

The following number and addressing is to be assigned to the development.

Drawing dwelling No	Strata Lot No.	Street Address
1	1	1/12 Paton Street, Longford
2	2	2/12 Paton Street, Longford

10 Required prior to the application for a building permit, or the commencement of development

Prior to the issue of a building permit, or the commencement of development authorised by this permit, the applicant shall:

- Pay a \$500 works bond (as per condition 2.6)
- Pay a \$500 landscape bond (as per condition 4)

11 Prior to commencement of use

Prior to the commencement of the use of each unit, the following must be completed:

- Landscaping works for each unit, mail and newspaper receptacles, clothes-drying facilities, and private open space screening (as per condition 4 & 6)
- Driveways and parking areas around each unit sealed (as per condition 5)

DECISION

Cr

Cr

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COUNCIL ACTING AS A PLANNING AUTHORITY – CESSATION

RECOMMENDATION

That the Council cease to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993*, for the remainder of the meeting.

DECISION

Cr

That the Council cease to act as a Planning Authority under the *Land Use Planning and Approvals Act 1993*, for the remainder of the meeting.

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CON – ITEMS FOR THE CLOSED MEETING

DECISION

Cr

That Council move into the “Closed Meeting” with the General Manager, Corporate Services Manager, Regulatory & Community Development Manager, Works Manager and Executive Assistant.

CON 1 INFORMATION OF A PERSONAL AND CONFIDENTIAL NATURE OR INFORMATION PROVIDED TO THE COUNCIL ON THE CONDITION IT IS KEPT CONFIDENTIAL

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Table of Contents

CON 2 APPLICATIONS BY COUNCILLORS FOR LEAVE OF ABSENCE

As per provisions of Section 15(2)(h) of the *Local Government (Meeting Procedures) Regulations 2015*.

CON 3 (1) PERSONNEL MATTERS

As per provisions of Section 15(2)(a) of the *Local Government (Meeting Procedures) Regulations 2015*.

CON 3 (2) INFORMATION OF A PERSONAL AND CONFIDENTIAL NATURE OR INFORMATION PROVIDED TO THE COUNCIL ON THE CONDITION IT IS KEPT CONFIDENTIAL

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Management Meetings

CON 3 (3) MATTERS RELATING TO ACTUAL OR POSSIBLE LITIGATION TAKEN, OR TO BE TAKEN, BY OR INVOLVING THE COUNCIL OR AN EMPLOYEE OF THE COUNCIL

As per provisions of Section 15(2)(i) of the *Local Government (Meeting Procedures) Regulations 2015*.
Correspondence Received

CON 3 (4) INFORMATION OF A PERSONAL AND CONFIDENTIAL NATURE OR INFORMATION PROVIDED TO THE COUNCIL ON THE CONDITION IT IS KEPT CONFIDENTIAL

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Action Items – Status Report

CON 3 (5) INFORMATION OF A PERSONAL AND CONFIDENTIAL NATURE OR INFORMATION PROVIDED TO THE COUNCIL ON THE CONDITION IT IS KEPT CONFIDENTIAL

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Compliance

CON 4 CONTRACTS, AND TENDERS FOR THE SUPPLY OF GOODS AND SERVICES AND THEIR TERMS, CONDITIONS, APPROVAL AND RENEWAL

As per provisions of Section 15(2)(d) of the *Local Government (Meeting Procedures) Regulations 2015*.
Plant Replacement Fleet 51

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CON 5 INFORMATION OF A PERSONAL AND CONFIDENTIAL NATURE OR INFORMATION PROVIDED TO THE COUNCIL ON THE CONDITION IT IS KEPT CONFIDENTIAL

As per provisions of Section 15(2)(g) of the *Local Government (Meeting Procedures) Regulations 2015*.
Recognition of Service

DECISION

Cr

That Council move out of the closed meeting.

Mayor Downie closed the meeting at