



**NORTHERN
MIDLANDS
COUNCIL**

AGENDA

Ordinary Meeting of Council

Monday, 15 May 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

15 MAY 2017



NOTICE is hereby given that the next meeting of the Northern Midlands Council will be held at the Council Chambers, Longford on Monday, 15 May 2017 at 5.00pm.

Des Jennings
General Manager

10 May 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 – 10 APRIL 2017

DECISION

Cr

The Minutes of the Ordinary Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Monday, 10 April 2017 be confirmed as a true record of proceedings.

2 SPECIAL COUNCIL MEETING – 26 APRIL 2017

DECISION

Cr

The Minutes of the Special Meeting of the Northern Midlands Council held at the Council Chambers, Longford on Wednesday, 26 April 2017 be confirmed as a true record of proceedings.

AGENDA – ORDINARY MEETING

15 MAY 2017



3 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)	26/04/2016	Avoca Museum & Information Centre	Annual
ii)	21/02/2017	Avoca Museum & Information Centre	Ordinary
iii)	01/03/2017	Ross Local District Committee	Ordinary
iv)	07/03/2017	Campbell Town District Forum	Ordinary
v)	04/04/2017	Campbell Town District Forum	Ordinary
vi)	04/04/2017	Evandale Community Centre & Memorial Hall Management Committee	Ordinary
vii)	04/04/2017	Perth Local District Committee	Ordinary
viii)	04/04/2017	Evandale Advisory Committee	Ordinary
ix)	05/04/2017	Ross Local District Committee	Ordinary
x)	05/04/2017	Cressy Hall Committee	Annual
xi)	05/04/2017	Cressy Hall Committee	Ordinary
xii)	08/04/2017	Epping Forest Hall Committee	Ordinary
xiii)	11/04/2017	Ross Community Sports Club Inc	Annual
xiv)	11/04/2017	Ross Community Sports Club Inc	Ordinary
xv)	12/04/2017	Morven Park Management & Development Association Inc.	Ordinary
xvi)	02/05/2017	Campbell Town District Forum	Ordinary
xvii)	02/05/2017	Evandale Advisory Committee	Ordinary
xviii)	03/05/2017	Ross Local District Committee	Ordinary
xix)	02/05/2017	Evandale Community Centre & Memorial Hall Management Committee	Ordinary

DECISION

Cr

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

4 RECOMMENDATIONS OF SUB COMMITTEES

That Council note the following recommendation/s of Committees:

Meeting Date	Committee	Recommendation
01/03/2017	Ross Local District Committee	The Ross Local District Committee request the Northern Midlands Council to consider fortnightly collection of green waste bins in 2017/2018 budget.
04/04/2017	Campbell Town District Forum	The Campbell Town District Forum support Blackburn Park to remain as a free, overnight camping site. The Forum generally support the proposal received from CMCA for a separate overnight camping location in Campbell Town. King Street Oval has been identified as an alternative site.
04/04/2017	Perth Local District Committee	That Council remove the fence and gate at the entrance to the Community Centre as it is a health and safety issue.
04/04/2017	Evandale Advisory Committee	That Council consider the identification of Honeysuckle Banks as the designated overflow and weekend overnight camping location for RV/self-contained vans.
05/04/2017	Ross Local District Committee	The Ross Local District Committee request the Northern Midlands Council to have surveyed the location of the esplanade from the Boulevard to Bridge Street.
02/05/2017	Campbell Town District Forum	The Campbell Town District Forum request Council expedite the selection and installation of steps at the Campbell Town swimming pool by the start of the 2017 swimming season.

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

AGENDA – ORDINARY MEETING

15 MAY 2017



DECISION

Cr

That Council **note and investigate** the following recommendation/s of the **Ross Local District Committee**:

- *The Ross Local District Committee request the Northern Midlands Council to consider fortnightly collection of green waste bins in 2017/2018 budget.*
- *The Ross Local District Committee request the Northern Midlands Council to have surveyed the location of the esplanade from the Boulevard to Bridge Street.*

Cr

That Council **note and investigate** the following recommendation/s of the **Campbell Town District Forum**:

- *The Campbell Town District Forum support Blackburn Park to remain as a free, overnight camping site. The Forum generally support the proposal received from CMCA for a separate overnight camping location in Campbell Town. King Street Oval has been identified as an alternative site.*
- *The Campbell Town District Forum request Council expedite the selection and installation of steps at the Campbell Town swimming pool by the start of the 2017 swimming season.*

Cr

That Council **note and investigate** the following recommendation/s of the **Perth Local District Committee**:

That Council remove the fence and gate at the entrance to the Community Centre as it is a health and safety issue.

Cr

That Council **note and investigate** the following recommendation/s of the **Evandale Advisory Committee**:

That Council consider the identification of Honeysuckle Banks as the designated overflow and weekend overnight camping location for RV/self-contained vans.

GOV 5 DATE OF NEXT COUNCIL MEETING
26 JUNE 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, 26 June 2017.

AGENDA – ORDINARY MEETING

15 MAY 2017



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
26/04/2017	Special Council Meeting
26/04/2017	Councillor Bust Tour
01/05/2017	Council Workshop Discussion: 2017/2018 Budget
08/05/2017	Council Workshop Discussion: - Shared Services Project - Draft Longford Urban Design Strategy - Ross Village Green - Perth Concepts – Cycleway, Roundabout Landscaping, Streetscape Main Street - Honeysuckle Banks – Cost Estimates - Subdivision
15/05/2017	Council Workshop Discussion: Council Meeting Agenda items

2 MAYOR'S COMMUNICATIONS

Mayor's Communications for the period 11 April 2017 to 15 May 2017 are as follows:

Date	Activity
12 April 2017	Attended Campbell Town District High School ANZAC Assembly, Campbell Town
20 April 2017	Attended meeting with General Manager and JBS Swift Management, Longford
21 April 2017	Attended farewell of Michael Salhani, Longford
22 April 2017	Attended opening of exhibition of Watercolour paintings, Longford
23 April 2017	Attended Riverlands Thanks Giving presentation, Longford
25 April 2017	Attended ANZAC Dawn Service, Longford
25 April 2017	Attended ANZAC Service, Perth
25 April 2017	Delivered ANZAC Day address at ANZAC Service, Ross
26 April 2017	Attended Special Council meeting, Longford
26 April 2017	Attended Councillor Annual Bus Tour of municipality
29 April 2017	Attended meeting with State Opposition Leader, Rebecca White MP, Longford
1 May 2017	Completed citizenship ceremony, Longford
1 May 2017	Attended Council workshop, Longford
2 May 2017	Attended meeting with Senator Jonathon Duniam, Hobart
3-5 May 2017	Attended AMAC Meeting, Canberra
6 May 2017	Attended Longford Football Club 60 th Anniversary, Longford
8 May 2017	Attended special Council workshop, Longford
11 May 2017	Attended TasWater Owners Representative Meeting, Riverside
11 May 2017	Attended LGAT Special General Meeting, Riverside
12 May 2017	Attended service at Campbell Town District High School with Governor General, Campbell Town
14 May 2017	Opened Voices at Clarendon, Clarendon
15 May 2017	Attended Council workshop and meeting, Longford
Attended to numerous email, phone, media and mail inquiries.	

3 PETITION

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

AGENDA – ORDINARY MEETING

15 MAY 2017



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.
- (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

Nil

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 liaise 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	2015/2016
132	77	48	77	62	69	46	51	64	88	62			644
337	31	33	40	34	28	24	27	28	42	30			317

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15 MAY 2017



6 ANIMAL CONTROL

Item	Income/Issues 2015/2016		Income/Issues for April 2017		Income/Issues 2016/2017	
	No.	\$	No.	\$	No.	\$
Dogs Registered	3,773	92,210	18	637	3,624	87,865
Dogs Impounded	76	5,460	5	368	55	4,253
Euthanized	7	-	-	-	3	-
Re-claimed	60	-	5	-	47	-
Re-homed/To RSPCA	9	-	-	-	5	-
New Kennel Licences	12	816	1	69	4	276
Renewed Kennel Licences	60	2,460	-	-	65	2,772
Infringement Notices (paid in full)	53	9,776	5	752	59	9,455
Legal Action	-	-	-	-	1	3,500
Livestock Impounded	2	130	-	-	1	281
TOTAL		110,852		1,826		108,401

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	4
Inspection of Food Premises	126	118	154	65

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	-	-	-	-	-	-	-	-	1		
Building & Planning	3	1	1	-	2	7	12	2	-	2		
Community Services	-	-	-	-	-	-	-	-	-	-		
Corporate Services	-	1	-	-	1	-	-	-	1	-		
Governance	-	-	-	-	1	-	-	-	1	-		
Waste	1	-	-	-	-	-	-	-	-	-		
Works (North)	42	33	27	33	29	12	9	27	11	15		
Works (South)	1	4	9	3	2	7	-	2	5	2		

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
26-Apr-17	Michael Salhani	Farewell Gift	\$32
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

AGENDA – ORDINARY MEETING

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Date	Recipient	Purpose	Amount
15-Mar-17	Alan McDonald	Bursary Program 2017	\$500
15-Mar-17	Tanesha Latta	Bursary Program 2017	\$500
12-Apr-17	Kurtis Franklin	Bursary Program 2017	\$500
12-Apr-17	Tobias Verhaegh	Bursary Program 2017	\$500
1-May-17	Daniel McCullagh	Bursary Program 2017	\$500
1-May-17	Kimberly Heaps	Bursary Program 2017	\$500
1-May-17	Abigail Maynard	Bursary Program 2017	\$500
TOTAL DONATIONS			\$30,125

10 ACTION ITEMS: COUNCIL MINUTES

Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
10/04/2017	113/17	2017 National General Assembly Of Local Government – Call For Motions	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.	Regulatory & Community Services Manager	Motion submitted.	
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. In progress.	
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	Meeting scheduled.	
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	Engineering officer investigating cost for design. Design approved by Heritage Adviser.	
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.	
10/04/2017	111/17	General Management Committee Election 2017 - Call For Nominations	That Council nominate Cr Dick Adams as Committee Member of the 2017 Local Government Association of Tasmanian General Management Committee	Regulatory & Community Services Manager	Nomination submitted.	
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	Costings received. Report to June Council meeting.	30/06/2017
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	Regulatory & Community Services Manager	Feedback to be reviewed. Presentation to July Council workshop.	30/07/2017

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Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
			in, or near, the municipality and other key stakeholders.			
10/04/2017	123/17	Policy Update: Youth Policy	ii) consider the Policy and Youth programmes further at the next available Council workshop;	Regulatory & Community Services Manager	Report to May Council meeting.	
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	NMC and GTC looking at shared service agreement between councils. Investigating training courses.	
10/04/2017	122/17	Provision Of Traffic Management Services For Events	That Council agrees 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.	Regulatory & Community Services Manager		
10/04/2017	113/17	2017 National General Assembly Of Local Government – Call For Motions	That ALGA lobby the government for a more strategic approach towards community organisations, commitment to build community organisations and grow community social capital.	General Manager	Motion submitted.	
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 and approved.	
10/04/2017	112/17	Australian Local Government Association (ALGA) - Request For Assistance To End The Freeze On Financial Assistance Grants	That Council register with www.endthefreeze.com and write to Federal Member for Lyons Brian Mitchell and government senators 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.	General Manager	Complete.	
10/04/2017	115/17	Australian Mayoral Aviation Council (AMAC): 2017 Annual Conference - Motion	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.	General Manager	Mayor, Cr Polley and General Manager attended AMAC AGM and Conference. Amended motion agreed by attendees.	
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.	
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	That 1) a brief be prepared for the preparation of the Launceston Gateway Precinct Master Plan; and	General Manager	Project incorporated with the Municipal Wide Land Use Strategy.	

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Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
		Master Plan: Demand Analysis	2) external funding sources for the project be identified.			
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.	
10/04/2017	123/17	Policy Update: Youth Policy	iii) consider budget and resource sharing implications.	General Manager	Report to May Council meeting.	
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.	
10/04/2017	121/17	Review Of The Local Government Act	That Council A) seek further clarification on the following proposals: 1 The introduction of powers to make Ministerial Orders to expand and clarify matters in relation to the function of the Mayor, functions of councillors, appointment and performance monitoring of the General Managers, functions of the General Manager, and liaison between Mayors and General Managers. There are no draft orders at this stage and it should be noted that they must be developed in consultation with the sector. 2 The role of the Mayor has been expanded. 8 The Minister would have the power to suspend individual councillors prior to or during a Board of Inquiry Process. Individual councillors (as opposed to the whole council only) may be dismissed following a Board of Inquiry process. 11 Minor boundary adjustments can be made without a LG review process. B) seek an expansion of timeframes in relation to the consideration of and submission of comment on such matters	General Manager	Letter sent to Local Government Minister. Council motion forwarded to LGAT.	
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.	
10/04/2017	114/17	Taswater: Future Ownership And Stimulating The Economy	That council urge LGAT to provide opportunity to the State Opposition (Labor party), as has been provided to the State Government, to provide information on their stance in relation to the proposed ownership of TasWater	General Manager	Email forwarded to CEO of LGAT.	
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	In progress.	
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	Complete.	
10/04/2017	123/17	Policy Update: Youth Policy	That Council i) adopt the amended version of the Youth Policy as attached, and	Exec. & Communications Officer	Complete.	
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	To be included in 2017/18 budget.	

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Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
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.	
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.	
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 itinerant workers with an understanding of the planning requirements/ regulations involved. ...	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.	
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	Report to May Council meeting.	
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. Report to May Council meeting re Stage 3.	
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	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	Noted.	
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		

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Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
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 DPIWE 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 DPIWE 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.	
10/04/2017	126/17	Draft Placement Of Shipping Containers Bylaw	That the matter be deferred in order to seek clarification on the following: - Clarification in relation to when a property is sold, whether the purchaser would be required to apply for a permit on any existing container on the property; - Clarification of the meaning of wholly contained within a building	Senior Planner	Advice received. To be discussed at a future workshop.	
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	Steering Committee to evaluate and report to Council.	30/06/2017
10/04/2017	120/17	Perth Structure Plan	That Council endorse the Perth Structure Plan and draft amendments to the planning scheme be prepared.	Senior Planner	Meeting scheduled with TasWater for 9 May regarding servicing.	
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	Cressy and 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 ...; 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	Works Manager	In progress.	

AGENDA – ORDINARY MEETING

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Date	Min. Ref.	Details	Action Required	Officer	Current Status	Expected Date of Completion
			landscape architect or suitably qualified person to develop a Stage 1 Main Street Tree Program for the municipality.			

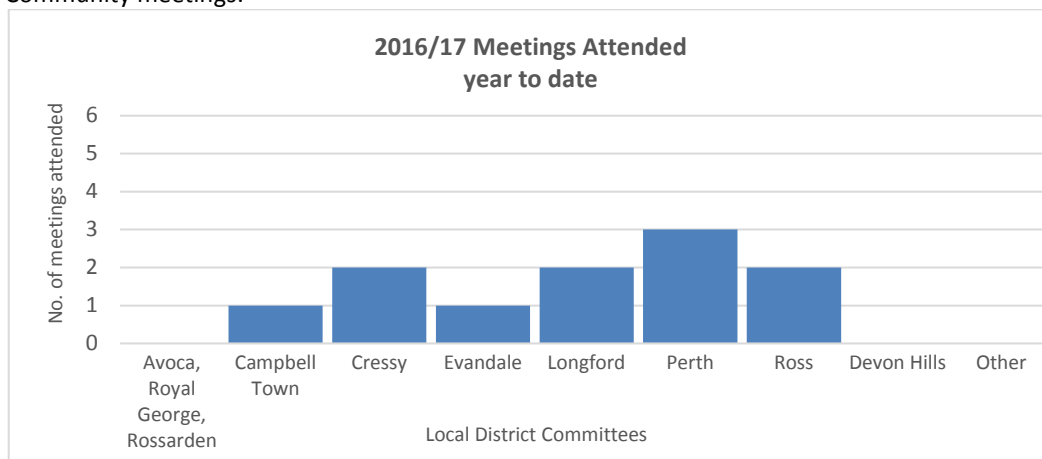
Matters that are grey shaded have been finalised and will be deleted from these schedules

11 KEY ISSUES BEING CONSIDERED: MANAGERS' REPORTS

1. GOVERNANCE

a. Governance – Meetings/Conferences

- Council meetings:
 - Ordinary meeting 10 April
 - Special meeting 26 April
- Council Workshop:
 - 3 April
 - 26 April – bus tour
- Executive Management Team:
 - 12 April
- Staff Meeting
 - 4 April
- Community meetings:



- Other Meetings:
 - Attended Water Sensitive Urban Design meeting at Perth
 - Met with Lee Crow, Principal of Perth Primary School
 - Met with Andrew Floyd, Philp Lighton re Campbell Town Multi-Function Complex
 - Met with Troy White, JBS Swift
 - Met with John Berry, Vernon Piwari and Sam McConnell re JBS Swift
 - Met with Tony Purse, Loop Architecture and Leon Lange, Lange Design re various strategic projects
 - Attended meeting with KPMG and Northern Councils re Resource Sharing/Benchmarking project
 - Attended presentation of Campbell Town Multipurpose Complex by Philp Lighton.

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 & TRANSlintk stormwater
- Road and Traffic matters
- Resource Sharing

AGENDA – ORDINARY MEETING

15 MAY 2017



- Animal Control matters
- Buildings
- Tourism
- 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.
- On-going facilitation of Mill Dam Action Group and partnership relationships.
- 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 attendance of 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
- Respond and investigate complaints in respect to fire abatement, including inspections, issuing reminders and notices, engaging contractors to complete works, where required
- Undertake scheduled inspections and inspections arising from complaints regarding overhanging trees, issuing reminders and notices and engaging contractors to complete works, where required
- Conduct inspections of Council's free overnight camping facilities
- Undertaking review of Council's Overnight Camping Policy
- Commenced municipal wide dog registration audit

b. Community Services

- Tourism

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- Heritage Highway Tourism Region Association
 - Assisting with website upgrade, marketing activities, itineraries, newsletter and social media campaigns
 - Updating event directory
- Providing support and information for all Northern Midlands Visitor Centres and provision of information to Regional Tourism organisations and tourism operators
- Reprinting of town brochures when required
- Northern Midlands Business Association
 - Coordinating Northern Midlands Visitor & Information Centre: benchtops in place, brochure rack to be updated throughout winter season. Volunteers pleased with new space.
- 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 articles for the LGAT newsletter and Local Government Focus Magazine
 - 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
 - Tender submitted to participate in the 2017 Emirates Melbourne Cup Tour, and seeking local support, awaiting outcome
- War Memorials
 - Refurbishment of BL 15lb Mark I No. 788 Field Gun, Ross to commence mid June with anticipated completion mid August
 - 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 (report to May Council meeting)
- 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 May 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
 - Submitted 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

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

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- 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.
- Appoint new Debt Collection Service. Review 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, scanning and disposal process, 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 reference group 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 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.

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- 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 planning and general administration issues.

c. Insurance

- Insurance renewals and policy maintenance.
- Risk Register review and audits.
- 1 ongoing 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.

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 and procedures to ensure compliance with new legislation
- Staff resignation – New-recruit, Erin Spicer finished working with Council on 14 April 2017.

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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 for Bridge 1300, Rossarden Road and Bridge 3725 McShanes Road have been awarded, work on site to start in August, weather permitting.

f. Flood levee

- Programmed monthly/ bi-monthly inspections of flood levee carried out by Works and Infrastructure staff.
- Comprehensive 5 yearly inspection by qualified Dam Engineer in currently progress, as required by State Government permit.

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.

h. Capital works

- Nile Road.
- The Esplanade, Ross

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12 RESOURCE SHARING SUMMARY FROM 01 JULY 2016

Attachments: Section 1 – Page 73

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		
		April 2017	Jun 2016 – April 2017	April 2016
Damage to hand driers in toilets at Victoria Square	Longford	\$ 150		
Graffiti at skate park	Campbell Town	\$ 150		
TOTAL COST VANDALISM		\$ 300	\$ 13,540	\$ 0

14 YOUTH PROGRAM UPDATE: MAY 2017

Prepared by: Amanda Bond, Regulatory & Community Services Manager

Council contracts Longford and Launceston PCYC's 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.

Term 1 reports from NJL for both schools have been received and the feedback has been positive.

At Campbell Town District High School the focus in Term 1 has been about getting to know the students and teachers. NJL have been contributing in the following areas:

- Working with Grade 10 students to practice for L1 tests;
- One on one sessions with students, assisting with school work, ensuring students remain engaged and assisting with keeping them focused;
- Assisting during Grade 7 & 8 Maths & English classes;
- Team building work with Grade 11 & 12 students encouraging student participation and involvement.

At Cressy District High School NJL have been contributing in the following areas:

- Working in the Grade 7 classrooms during mathematics;
- One on one sessions with students;
- Working with Grade 10 students to practice for L1 tests;
- Working with Grade 8 during English and Geography.

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 (contract signed)	Completion Date (report accepted by Council)	Current Status
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

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Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
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 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 and has been signed off by GM
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 Strategy being presented to Council at May 2017 meeting
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 May 2017
Evandale			

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Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
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. plan under further review.
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 May 2017
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) (Accompanying Traffic Issues report by MRCagney)	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
CBD Urban Design Strategy (Lange Design and Loop Architecture)	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
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 Report on stage three of the playground development going to May 2017 Council Meeting
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	Jul-15	Oct-16	External funding sources being pursued

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Strategic Plans By Location & Consultant	Start Date	Completion Date	Current Status
(Lange Design)			17 Jan 2017: Northern Economic Stimulus Package funding secured for the oval lighting upgrade
Community Centre Development Plan, (Loop Architecture) addressing collective & shared functions with adjacent Primary School & Recreation Ground	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 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 Freight Demand Analysis Report (SGS) Master Plan	Oct-15	May-16	Council approved the preparation of a brief for the precinct master plan at the Sept 2016 Council Meeting
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 ANIMAL CONTROL UPDATE

Prepared by: Tammi Axton, Animal Control Officer

Kennel Licences – There have been 2 new applications for Kennel licences for the Month of April

Registration Audit of the Municipality – A registration audit has commenced. A relief officer has been employed to help with this. The audit is currently only being done 1 day a week, but in June this will increase to 3- 5 days a week until complete.

Dangerous Dogs- All dangerous dog enclosures comply.

Infringements – 9 infringements have been issued in April.

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17 LAND USE AND DEVELOPMENT STRATEGY

Report prepared by: Paul Godier, Senior Planner

Tenders for the Land Use and Development Strategy were called from 1 April to 1 May 2017. Twenty-five companies from across Australia downloaded the tender documents from Council's website.

Four companies submitted tenders. A steering committee will evaluate the tenders and report to Council.

DECISION

Cr

That the Information items be received.

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GOV 6 POLICY: HUMAN RESOURCES POLICIES

Attachments: Section 1 – Page 74

File: 15/013; 2/03/01/01
Responsible Officer: Des Jennings, General Manager
Report prepared by: Samantha Dhillon, People & Culture Business Partner

1 PURPOSE OF REPORT

The purpose of this report is to provide Council with the newly developed Human Resources Policies which have been incorporated into the Human Resource Policy Manual.

2 INTRODUCTION/BACKGROUND

The newly written Training and Development Policy replaces Policy 64, with the same name which was deleted from the Council Policy Manual in 2016. It was agreed then, that this Policy would be more suited to being incorporated into the Human Resource Policy Manual going forward.

The Employee Assistance Policy and Working in Remote and Isolated Areas Policies are new subject matter policies for Council and very applicable to contemporary work practices.

3 STRATEGIC PLAN 2017-2027

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

- Workforce Standards
Core Strategies:
 - ♦ People & Culture Framework generates professionalism

4 POLICY IMPLICATIONS

It is important that Council continues to build on the Human Resources Manual to ensure all subject matters are covered, providing a basis and guide for Management and employees to refer to, as and when needed. It is also imperative that all Human Resource Policies are reviewed regularly so that they remain current and reflective of any applicable legislation.

5 STATUTORY REQUIREMENTS

The following legislation is applicable to the newly developed Human Resources Policies:

- *Age Discrimination Act 2004 (Cth)*
- *Anti-Discrimination Act 1998 (TAS)*
- *Australian Human Rights Commission Act 1986 (Cth)*
- *Disability Discrimination Act 1992 (Cth)*
- *Fair Work Act 2009 (Cth)*
- *Local Government Act 1993 (TAS)*
- *Racial Discrimination Act 1975 (Cth)*
- *Sex Discrimination Act 1984 (Cth)*
- *Work Health & Safety Act 2012 (TAS)*
- *Workers Rehabilitation & Compensation Act 1988 (TAS)*

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6 FINANCIAL IMPLICATIONS

N/A

7 RISK ISSUES

Failure to have a current and comprehensive suite of Human Resources Policies and Procedures may leave Council open and liable in circumstances where there are allegations in the workplace. This could lead to expensive errors, employee injuries or perhaps expensive lawsuits and litigation.

8 CONSULTATION WITH STATE GOVERNMENT

N/A

9 COMMUNITY CONSULTATION

N/A

10 OPTIONS FOR COUNCIL TO CONSIDER

N/A

11 OFFICER'S COMMENTS/CONCLUSION

Having a clear and concise suite of Human Resource Policies and Procedures is vital in any organisation as it is these documents that regulate internal procedures and provide a framework and guidance for Managers and employees to refer to if there is an issue in the workplace.

These new policies have been provided to Council for information only and the Officer requests that they be received.

12 ATTACHMENTS

- 12.1 Employee Assistance Policy
- 12.2 Training and Development Policy
- 12.3 Working in Remote and Isolated Areas

RECOMMENDATION 1

That Council receive this information.

DECISION

Cr

Cr

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R&CS 1 COUNCIL'S SOCIAL RECOVERY PLAN

Attachments: Section 1 – Page 90

Responsible Officer: Amanda Bond, Manager Regulatory and Community Services

Report prepared by: Lorraine Green, Project Officer

1 PURPOSE OF REPORT

To present Council with the updated Social Recovery Plan and to seek Council's adoption of the Plan.

2 INTRODUCTION/BACKGROUND

The Northern Midlands Council Social Recovery Plan ('The Plan') provides a framework for the management, planning and provision of coordinated social recovery processes and services for the Northern Midlands municipal area when the area is affected by a major emergency or disaster.

The Plan sits within the broader structure of Council's Emergency Management Plan (NMEMP) and should be read in conjunction with the Northern Social Recovery Plan. It should also be read in conjunction with the Standard Operating Procedures (SOPs) of the primary recovery agencies referred to in Section 4.3. of the Plan

This Plan has been developed to align with Council's Emergency Management Plan (NMEMP), the Northern Regional Recovery Plan and the State Recovery Plan.

The aim of the Plan is to detail and formalise arrangements for the effective and coordinated management of the social recovery process in the event of a major emergency or disaster in the Northern Midlands.

The Plan has been reviewed in light of changes associated with the establishment of the Tasmanian Health Service and changes within the Department of Health and Human Services, improved understanding of best practice in social recovery, and in light of learnings from recent major emergencies in Tasmania.

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
 - ♦ Excellent standards of customer service
 - Workforce Standards
Core Strategies:
 - ♦ People & Culture Framework generates professionalism
 - ♦ Workplace Health & Safety is fully compliant
 - ♦ Emergency Management & Safety Plans work well
 - Lifestyle – Strong, Vibrant, Safe and Connected Communities
Core Strategies:

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- ♦ Communicate – Communities speak & leaders listen
 - ♦ Participate – Communities engage in future planning
 - ♦ Connect – Improve sense of community ownership
 - ♦ Caring, Healthy, Safe Communities – Awareness, education & service
 - Place –
 - Environment – Cherish & Sustain our Landscapes
- Core Strategies:
- ♦ Meet environmental challenges

4 POLICY IMPLICATIONS

N/A

5 STATUTORY REQUIREMENTS

It is a legislative requirement that Council has a Social Recovery Plan as a sub-plan of the Council's Emergency Management Plan.

6 FINANCIAL IMPLICATIONS

Agencies involved in the recovery process incur costs in undertaking recovery activities and in the provision of support services. As reimbursement of costs may be sought by the agencies involved, it is essential that proper control of expenditure is exercised, and that accurate records of expenditure are maintained and retained.

7 RISK ISSUES

Council would be in breach of legislative requirements if an approved Social Recovery Plan was not in place.

8 CONSULTATION WITH STATE GOVERNMENT

The draft Social Recovery Plan was reviewed by the members of the Northern Midlands Emergency Management Committee. This committee includes state government representatives.

9 COMMUNITY CONSULTATION

In order to ensure a coordinated and planned approach is taken to a community recovery process, it is essential that community members and organisations are aware there is a local community recovery plan which will guide the community recovery process.

Once the Plan is adopted, a community education campaign will be undertaken to get the message about the Plan and its operation out widely across the Northern Midlands.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either adopt or not adopt the Plan.

11 OFFICER'S COMMENTS/CONCLUSION

Social recovery aims to assist individuals and communities to recover from the social, human and cultural effects of emergencies.

As an integral part of the PPRR (Prevention; Preparedness; Response; Recovery) model of emergency management, social recovery management seeks to ensure that recovery services and processes are

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consistent with contemporary management practices. Coordination, efficiency, transparency and accountability are therefore key principles in the planning for and delivery of immediate, short and long term social recovery services.

This Plan will enable Council to assist individuals and communities to recover from the social, human and cultural effects of emergencies, ideally minimising distress and harm.

12 ATTACHMENTS

12.1 Northern Midlands Social Recovery Plan Draft of 4 April 2017

12.2 Example of Northern Midlands Social Recovery Plan Appendix Two: Recovery Centre Facilities Audit

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That Council adopt the Northern Midlands Social Recovery Plan and undertake a community education campaign to get the message about the Plan and its operation out widely across the Northern Midlands.

DECISION

Cr

Cr

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R&CS 2 CAMPBELL TOWN URBAN DESIGN AND TRAFFIC MANAGEMENT STRATEGY

Responsible Officer: *Amanda Bond, Manager Regulatory and Community Services*

Report prepared by: *Lorraine Green, Project Officer*

1 PURPOSE OF REPORT

To:

- i) present to Council the draft Campbell Town Urban Design and Traffic Management Strategy prepared by GHD Pty Ltd, and;
- ii) seek Council's acceptance in principle of the Strategy and the release of the Strategy for public comment.

2 INTRODUCTION/BACKGROUND

In May 2016 Council contracted GHD Pty Ltd to develop the Campbell Town Urban Design and Traffic Management Strategy ('the Strategy'). The aim of the Strategy is to establish a framework and vision for Campbell Town, recommending practical measures to guide improvements to streetscape, traffic and parking, pedestrian movement and landscaping. The key focus areas are High Street, Harold Gatty Memorial, Bicentennial Park, King Street Oval, Lions Park, War Memorial Oval, Blackburn and Wardlaw Parks.

The consultants utilised a collaborative approach to develop the Strategy, involving Council, key stakeholders and community members to guide and inform the concepts. They undertook a desktop review and analysis, assessed the existing conditions in respect of traffic, land use, built form, landscape and open space character and natural environmental conditions. The consultants generated initial principles and ideas for urban design and streetscaping, open space design, traffic, and environmental concepts. These initial principles and ideas served as the basis for extensive stakeholder, community and business consultation.

Following the consultation period, the consultants prepared the draft urban design and traffic management concept plan which was presented for discussion at stakeholder meetings and formed the basis for a community survey. The feedback received was used to inform the development of the final Strategy.

The final Strategy submitted to Council requires further editing and reformatting prior to being of a standard for public release. The changes required have been marked on the draft Strategy and a copy of the marked-up Strategy has been hand delivered to each Councillor.

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
- Progress –
 - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future
Core Strategies:

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- ♦ Strategic, sustainable, infrastructure is progressive
- ♦ Proactive engagement drives new enterprise
- Economic Development – Supporting Growth & Changes
 - ♦ Towns are enviable places to visit, live & work
- People –
 - Sense of Place – Sustain, Protect, Progress
Core Strategies:
 - ♦ Planning benchmarks achieve desirable development
 - ♦ 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
 - ♦ Caring, Healthy, Safe Communities – Awareness, education & service
- Place –
 - Environment – Cherish & Sustain our Landscapes
Core Strategies:
 - ♦ Cherish & sustain our landscapes
 - ♦ Meet environmental challenges
 - ♦ Eco-tourism strongly showcases our natural beauties
 - History – Preserve & Protect our Built Heritage for Tomorrow
Core Strategies:
 - ♦ Our heritage villages and towns are high value assets

4 POLICY IMPLICATIONS

N/A

5 STATUTORY REQUIREMENTS

N/A

6 FINANCIAL IMPLICATIONS

The cost of implementing the entire Strategy has not been determined as a number of the initiatives are listed as long term projects.

The main street component of the Strategy has been costed at \$2,095,200.

7 RISK ISSUES

Failure to implement the Strategy initiatives will prevent Campbell Town becoming a thriving and vibrant town that is an enviable place to live, work and visit. This will also lead to community disenchantment with the Strategy and Council, and questioning of the value of funding the development of a Strategy when no funds had been allocated for implementation.

8 CONSULTATION WITH STATE GOVERNMENT

State Growth has been a key stakeholder in the develop of the Strategy.

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9 COMMUNITY CONSULTATION

Extensive community consultation underpinned the development of the Strategy.

Council has the option of releasing the Strategy for public comment.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either accept or not accept the Strategy in principle.

11 OFFICER'S COMMENTS/CONCLUSION

The consultants have achieved the outcome desired of providing a framework of improvements that will position Campbell Town as a lively and thriving township that attracts travellers to stop, spend, stay longer and leave with a lasting impression and desire to revisit the town.

12 ATTACHMENTS

12.1 Campbell Town Urban Design and Traffic Management Strategy – separate circulation

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That Council accept in principle the Campbell Town Urban Design and Traffic Management Strategy and release the Strategy for public comment once the required editing changes have been made.

DECISION

Cr

Cr

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R&CS 3 NORTHERN MIDLANDS ‘ENDING MEN’S VIOLENCE AGAINST WOMEN’ CAMPAIGN

Responsible Officer: Amanda Bond, Manager Regulatory and Community Services

Report prepared by: Lorraine Green, Project Officer

1 PURPOSE OF REPORT

To provide Council with information on a proposed ‘Ending Men’s Violence against Women’ campaign and to seek Council’s approval for the campaign.

2 INTRODUCTION/BACKGROUND

ABS Personal Safety 2012 Report states one in three women experience physical and/or sexual violence perpetrated by someone they know, and one in five women experience harassment in the workplace.

White Ribbon Australia is a community owned and driven social movement that understands men are central to achieving the social change necessary to prevent men’s violence against women. White Ribbon values and depends on the participation of the community in getting the word out and helping drive much needed changes.

Councillor Knowles has asked Council to collaborate with White Ribbon Australia to introduce an ending men’s violence against women campaign in the Northern Midlands.

It is proposed Council take a three-prong approach.

Firstly, Councillors and staff are to be encouraged to take the oath:

“I will stand up, speak out and act to prevent men’s violence against women. This is my oath”.

The oath can be taken online via the White Ribbon website.

Secondly, Council can implement the White Ribbon Workplace Accreditation Program that recognises workplaces that are taking positive steps to stop violence against women. The program is internationally recognised and has reached over 500,000 employees nationally. The program has been independently evaluated and referenced by a group of HR, human rights, domestic violence and education professionals, ensuring a best practice product.

The Workplace Accreditation Program supports workplaces to adapt organisational culture, policies and procedures, equipping staff with the knowledge and skills to address the issue of violence against women, both within the workplace and the broader community. Accredited workplaces demonstrate effective leadership, resource allocation, communication, HR policy development and training. Expressions of interest in the program are made online via the White Ribbon website.

Thirdly, Council can promote the campaign by attaching stickers to the sides of the Council street sweeper (2600mm x 700mm) and to the rear (900mm x 700mm). The stickers will be black with white text and the White Ribbon logo. The text will read “There is NO excuse for domestic violence. Don’t sweep it under the carpet. In support of White Ribbon.”

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Photo of a Burnie City Council rubbish truck with the Council's promotional message

The campaign including the sticker design has been discussed with an officer at White Ribbon and she was supportive of our proposed approach. She asked for the sticker draft to be forwarded to White Ribbon for formal approval.

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
 - Best Business Practice & Compliance
 - Core Strategies:
 - ♦ Council complies with all Government legislation
 - ♦ Continuous improvement is embedded in staff culture
 - ♦ Effective and efficient marketing, communications & IT
 - ♦ Excellent standards of customer service
 - Workforce Standards
 - Core Strategies:
 - ♦ People & Culture Framework generates professionalism
 - ♦ Workplace Health & Safety is fully compliant
- Progress –
 - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future

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Core Strategies:

- ♦ Proactive engagement drives new enterprise
 - Economic Development – Supporting Growth & Changes
 - ♦ Towns are enviable places to visit, live & work
 - People –
 - 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
 - ♦ Caring, Healthy, Safe Communities – Awareness, education & service

4 POLICY IMPLICATIONS

Council policies will be reviewed to ensure compliance with White Ribbon expectations if Council decides to undertake the workplace accreditation program.

5 STATUTORY REQUIREMENTS

5.1 Sub-heading

N/A

6 FINANCIAL IMPLICATIONS

There is no cost associated with taking the oath.

A quote totalling \$1,148.31 for the design, production and installation of the street sweeper stickers has been received from Think Big. This could be funded from the 2016/2017 Works Signage budget.

The cost of the workplace program will be identified once the expression of interest is lodged with White Ribbon.

7 RISK ISSUES

If Council declines undertaking the workplace accreditation program there is a risk the council workplace is not as safe and respectful as it possibly can be.

8 CONSULTATION WITH STATE GOVERNMENT

The proposed campaign has been discussed with the manager of the Domestic Violence Unit, Ms Jane Fleming. Ms Fleming encourages Council to implement the campaign and has offered her assistance.

9 COMMUNITY CONSULTATION

There has been no community consultation to date.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either approve or not approve the 'Ending Men's Violence against Women' campaign.

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11 OFFICER'S COMMENTS/CONCLUSION

Council has the opportunity to collaborate with White Ribbon Australia to assist with achieving the social change necessary to prevent men's violence against women.

12 ATTACHMENTS

Nil

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That Council approve the Northern Midlands Ending Men's Violence against Women campaign.

DECISION

Cr

Cr

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R&CS 4 DEVELOPMENT OF THE TRANSLINK PRECINCT PRODUCT PROFILE

Attachments: Section 1 – Page 109

Responsible Officer: Amanda Bond, Manager Regulatory and Community Services

Report prepared by: Lorraine Green, Project Officer

1 PURPOSE OF REPORT

To provide Council with the proposed process for the development of the Translink Precinct Product Profile and to seek Council's endorsement of the process.

2 INTRODUCTION/BACKGROUND

Council approved the Terms of Reference for the Northern Midlands Economic Development Committee at Council's 20 April 2015 Meeting. One of the Terms of Reference is:

"to provide advice to Council and recommend actions, (including the conduct of business and economic development studies, capital works and other funding commitments) in order to facilitate the identification of opportunities, issues, strategies and actions".

In accordance with this Term of Reference the committee has been working on identifying the best practice process for the development of the Northern Midlands Council Economic Development (including Tourism) Strategy (NMCEDS); a 2017-2020 Strategic Outcome of the Council's Strategic Plan 2017-2027.

The committee identified the need to develop a Translink Precinct Product Profile as one of the documents required to underpin the develop of the NMCEDS. The committee made the following recommendation to the Council at the 20 March 2017 Council Meeting:

"That the Economic Development Committee be endorsed to manage the development of a Translink Precinct Product Profile 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."*

Council endorsed the recommendation.

The committee has developed three questionnaires to serve as data gatherers for the profile: one questionnaire tailored for Translink business owners/managers; another for Real Estate Agents managing sales in the precinct, and the third for owners of vacant blocks in the precinct (the questionnaires are held as an Attachment).

It is proposed that the interviews be held face-to-face where-ever possible – otherwise by telephone. The interviews are to include a committee representative and a Council Planning Officer when-ever possible. Council's Project Officer will collate the interview data into a report to Council without the identification of specific data sources.

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3 STRATEGIC PLAN 2017-2027

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

- Progress –
 - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future
Core Strategies:
 - ♦ Strategic, sustainable, infrastructure is progressive
 - ♦ Proactive engagement drives new enterprise
 - ♦ Collaborative partnerships attract key industries
 - ♦ Attract healthy, wealth-producing business & industry
 - Economic Development – Supporting Growth & Changes
 - ♦ New & expanded small business is valued
 - ♦ Support new businesses to grow capacity & service

4 POLICY IMPLICATIONS

N/A

5 STATUTORY REQUIREMENTS

N/A

6 FINANCIAL IMPLICATIONS

The interviews will be conducted by members of the Economic Development Committee and Planning Officers. There will be minimal cash costs incurred and any such costs can be met through the committee's annual allocation from the Council budget.

7 RISK ISSUES

Failure to undertake a comprehensive Translink Precinct Product Profile will compromise the quality of the NMCEDS.

8 CONSULTATION WITH STATE GOVERNMENT

It is proposed that a State Growth representative will serve on the steering committee driving the development of the NMCEDS.

9 COMMUNITY CONSULTATION

The development of the Translink Precinct Product Profile requires intensive input by the Translink business community, real estate agents and Translink Precinct landowners.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either endorse or not endorse the proposed process for the development of the Translink Precinct Product Profile.

11 OFFICER'S COMMENTS/CONCLUSION

The development of the Translink Precinct Product Profile will provide invaluable data on landowners/developers future plans for their land/buildings; capture the real estate agents perspectives on why property is/isn't selling/being developed; identify economic development activities for Council to

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undertake, and identify opportunities for collaborative promotion of the precinct's development opportunities.

12 ATTACHMENTS

12.1 Questionnaires for business owners/managers, real estate agents and owners of vacant blocks in the precinct.

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That Council endorse the process for the development of the Translink Precinct Product Profile proposed by the Northern Midlands Economic Development Committee.

DECISION

Cr

Cr

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R&CS 5 LONGFORD VILLAGE GREENS PLAYGROUND REDEVELOPMENT: STAGE THREE

Attachments: Section 1 – Page 111

Responsible Officer: Amanda Bond, Manager Regulatory and Community Services

Report prepared by: Lorraine Green., Project Officer

1 PURPOSE OF REPORT

To:

- i) provide Council with an update on Stage Three of the Longford Village Green playground; and
- ii) to seek Council's response to a request from Mrs Karen Bell for Council to provide additional funding for Stage Three of the Longford Village Green Playground development.

2 INTRODUCTION/BACKGROUND

At Council's 17th August 2015 Council Meeting, Council considered the proposal to develop a state-of-the-art, electronic, destination play space and a contemporary playground for toddlers and young children on the Longford Village Green.

Council endorsed the proposal and in December 2016 launched Stage One of the new play space and playground, comprising three electronic play units (Rocky, Nova and Space) and younger children's play units (Motorcycle seesaw, Double swing, Dune buggy, Crazy scrambler and Double car).

At Council's 20th February 2017 Council Meeting, Council approved the development of Stage Two of the play space and playground, comprising another electronic play unit (Swirl) and two younger children's play units (Multi-spinner carousel and Double tower ultimate). An application has been made to the State Government Community Infrastructure Fund for 50% of the funds required for the Stage Two development. The outcome of this application is anticipated in June/July 2017.

At Council's 21st September 2105 Council Meeting, in closed council, Council considered a request by Longford resident Mrs Karen Bell for the inclusion of a Liberty Swing as Stage three of the playgrounds redevelopment.

A Liberty Swing enables a person who uses a wheelchair to truly swing. The wheelchair is wheeled up on a platform, secured, and then the platform is released and it swings. The Liberty Swing weighs close to 360kgs and has many moving pieces and therefore must be fenced to ensure its security and that no-one is able to collide with the operating swing. All Liberty Swings in Australia operate with the same key and many people reliant on a wheelchair for mobility purchase the key and attach it permanently to their wheelchair.

Council resolved:

Cr Polley/Cr Lambert

- i) That Council support the inclusion of a Liberty Swing and Carousel in the planned Longford Play Space on the proviso that the funding for the purchase and installation of the Liberty Swing and fencing, and the associated additional rubber softfall is secured by Mrs Karen Bell; and*
- ii) That Council contribute \$5,000 toward the purchase and installation of the Liberty Swing and Carousel; and*
- iii) Should the funding application for the playspace not be successful, that Council continue to progress the installation of the liberty swing and carousel.*

Carried unanimously

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Mrs Bell contacted Council in late March 2017 to advise that she had made an application for funding for the liberty swing and that the application was not successful. She further advised that she has engaged the help of eight organisations to raise funds for the swing. To date approximately \$9,000 has been raised (this includes the \$5,000 committed by Council). Mrs Bell asked if Council would fund the ground preparation, softfall purchase and installation, fencing, swing installation and necessary landscaping (close to \$43,000) if she was able to raise the funds to purchase the liberty swing and carousel (close to \$30,000).

Mr Peter Davey, Ultimate Play, the playground installer was asked to review the original quote for Stage Three, \$72,928.90 GST inclusive, to identify cost savings. Mr Davey advised that the cost of the project would be significantly reduced if the entire area under the Liberty Swing was not in rubber softfall. He recommended including rubber softfall between the four posts of the Liberty Swing, installing a rubber softfall pathway for ease of access to the swing and bark mulching the rubber to the perimeter of the fencing. This would meet Australian Standards.

Mr Davey also recommended Council further reduce the cost of the project by removing the carousel from stage three of the project, as Council is installing a multi-spinner carousel as part of the stage two development.

With these changes, the Ultimate Play quote for the project is reduced to \$46,563.00.

This project is eligible for part funding through the Tasmanian Community Fund. The Fund usually expects the applicant to contribute or source other funding for at least 50-60% of the cost of the project. The next funding round opens 22 July 2017.

Thus if Mrs Bell can raise \$18,625.20 by July, Council staff can prepare an application to the Tasmanian Community Fund for the balance of the funds: \$27,937.80.

In April 2017 alternative models of wheelchair swings, manufactured by GL Joes in the United Kingdom, were brought to the attention of Council staff.

The first model (Model A) is a fenced wheelchair swing that the user operates by arm handles. This swing meets the UK standards for unsupervised public places (with an accessible key required to enter the swing enclosure. Ultimate Play is determining if the swing meets Australian Standards.

The second model (Model B) is a modular setting that can accommodate swings for able-bodied and children using wheelchairs for mobility. One swing accommodates the child seated in the wheelchair; the other is in the form of a car booster seat that the child can be strapped into. UK Standards do not require the swing set to be fenced, however, it is recommended only for supervised areas e.g. special school playgrounds. Mr Davey asked GL Jones if the swing set could be installed in a public playground if fenced. The response received was:

“Retro-fitting a fence around the disability swing would void the TUV certificate, unless it is installed in a supervised area such as a special needs school, it cannot be sold.”

Mrs Bell has reviewed the alternative swing models and prefers Model B described above over the Liberty swing.

Mr Davey is investigating options to potentially allow the alternative swing modules to be installed in a public playground.

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3 STRATEGIC PLAN 2017-2027

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

- Money Matters
Core Strategies:
 - ♦ Budgets are responsible yet innovative
 - ♦ Improve community assets responsibly and sustainably
- Economic Development – Supporting Growth & Changes
 - ♦ Maximise external funding opportunity
- Sense of Place – Sustain, Protect, Progress
Core Strategies:
 - ♦ 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
 - ♦ Caring, Healthy, Safe Communities – Awareness, education & service

4 POLICY IMPLICATIONS

N/A

5 STATUTORY REQUIREMENTS

N/A

6 FINANCIAL IMPLICATIONS

The alternative swing models are the preferred choice of Council staff and Mrs Bell. These models are more in keeping with regular swing sets and are able to be operated by the child independent of carers (arm handled powered).

Alternative swing models:

Mr Davey advises the alternative swing models are significantly less costly than the Liberty swing. A definitive quote is awaited.

Liberty swing

The total cost of stage three of the playground redevelopment can be reduced to \$46,563 if the recommended changes are accepted.

This project is eligible for part funding through the Tasmanian Community Fund. The Fund usually expects the applicant to contribute or source other funding for at least 50-60% of the cost of the project. The next funding round opens 22 July 2017.

Thus if Mrs Bell can raise \$18,625.20 by July, Council staff can prepare an application to the Tasmanian Community Fund for the balance of the funds: \$27,937.80.

7 RISK ISSUES

The alternative swing models will need to meet Australian Standards prior to being considered for use in stage three of the playground development.

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8 CONSULTATION WITH STATE GOVERNMENT

N/A

9 COMMUNITY CONSULTATION

Extensive community consultation underpinned the planning of the playground redevelopment.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council can either approve or not approve the replacement of the liberty swing with one of the alternative swing sets (with Model B being the preferred option if Australian Standards can be met).

Council can either approve or not an application being made to the Tasmanian Community Fund for cash assistance with the implementation of Stage Three of the playground development.

11 OFFICER'S COMMENTS/CONCLUSION

Stage Three of the playground redevelopment can be achieved in the short to medium term if the cost of the stage can be significantly reduced by the installation of one of the alternative swing sets (the option of choice for Mrs Bell).

12 ATTACHMENTS

12.1 Liberty swing information sheets

12.3 Alternative swing set information sheets

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That Council, with regards to Stage Three of the Longford Village Green playground, approves:

- i) the replacement of the liberty swing with one of the alternative swing sets (with Model B being the preferred option if Australian Standards can be met); and
- ii) an application being made to the Tasmanian Community Fund for cash assistance with the implementation of Stage Three of the playground development.

DECISION

Cr

Cr

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R&CS 6 NORTHERN MIDLANDS COUNCIL YOUTH SERVICES

Attachments: Section 1 – Page 115

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 give Council the opportunity to review its current Youth Services programs.

2 INTRODUCTION/BACKGROUND

Until 2014 Council employed a part time Youth Services Officer. The scope of the role was to design and implement policies and plans for youth activities, programs and events in accordance with Council policy and direction.

This position was also responsible for collaborating and networking with key agencies and organisations across the Northern Midlands and, where appropriate, adjacent Local Government Areas so that limited resources were more effectively used and new resources were attracted for the benefit of young people.

In 2014 Council reviewed the services it provided and engaged the PCYC to provide Youth Programs in Perth, Evandale and Longford. The PCYC are currently working on their strategic plan with a view to improving services in the northern part of the Northern Midlands.

From the beginning of the school year in 2016, Council also engaged Northern Joblink to provide fortnightly mentoring sessions at Campbell Town and Cressy District High Schools.

Whilst numbers at the PCYC sessions vary, in general the feedback is the sessions are well received and having a positive impact on the attendees. Both Campbell Town and Cressy District High Schools were very supportive of the services provided by Northern Joblink and requested they continue into 2017.

Council at its 10 April 2017 meeting reviewed and adopted changes to its Youth Policy. At that time the following decision was made (Min. Ref. 123/17):

Cr Lambert/Cr Knowles

That Council

- i) adopt the amended version of the Youth Policy as attached, and*
- ii) consider the Policy and Youth programmes further at the next available Council workshop;*
and
- iii) consider budget and resource sharing implications.*

Carried unanimously

It has been requested by Councillor Lambert that a report be presented to the May Council meeting to consider this matter.

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

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- People –
 - Lifestyle – Strong, Vibrant, Safe and Connected Communities
- Core Strategies:
- ♦ Communicate – Communities speak & leaders listen
 - ♦ Participate – Communities engage in future planning
 - ♦ Connect – Improve sense of community ownership
 - ♦ Caring, Healthy, Safe Communities – Awareness, education & service

4 POLICY IMPLICATIONS

Council has in place a Youth Policy.

Council's Strategic Plan 2017-2027 identifies the need to develop a Youth & Aging Strategy for the Northern Midlands.

5 STATUTORY REQUIREMENTS

N/A

6 FINANCIAL IMPLICATIONS

Council currently allocates \$36,000 per year for the provision of the PCYC run Youth Programs and the mentoring services offered by Northern Joblink.

The cost to Council for the employment of a fulltime Youth Officer would be approximately \$99,000 per annum (including on-costs).

The programs presently on offer by Council are well received and receiving positive feedback. On this basis, it is suggested that any changes or additions to the services Council provides would need to be in addition to the existing programs. Council would therefore need to allocate additional funding toward the provision of additional services.

7 RISK ISSUES

There is a risk that if Council implements additional services without properly consulting the community in the first instance, the service will not meet the needs of the community.

8 CONSULTATION WITH STATE GOVERNMENT

N/A

9 COMMUNITY CONSULTATION

Discussion has been had with neighbouring Councils regarding the Youth Services they offer. Advice received is that consultation with Youth in the community is crucial in developing a policy and strategy for the services Council is going to offer. It is also important to ensure the youth in the community are engaged and committed to projects to ensure their success.

An opportunity for ongoing engagement with youth in the community is through the development of a Youth Advisory Council. Collaboration would need to occur with the high schools attended by students living with the municipality.

Alternative means of collaboration with youth within our community would be through online channels (social media) or by approaching local schools and working with their student advisory bodies.

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10 OPTIONS FOR COUNCIL TO CONSIDER

Council has three options to consider:

- Maintain its existing services;
- Expand current services; or
- Reduce current services.

11 OFFICER'S COMMENTS/CONCLUSION

The feedback and reports Council receives from the PCYC and Northern Joblink (NJL) are positive. Both the Cressy and Campbell Town District High Schools have conveyed the importance of maintaining the service provided by NJL.

Discussion with officers from neighbouring councils confirmed the importance of having in place a strategy developed in consultation with the Youth in the community. The importance of this is twofold, firstly, so Council knows what it is the youth in the community want to see in their community, and secondly, as a platform to support funding opportunities when they arise.

12 ATTACHMENTS

12.1 Northern Midlands Council Youth Policy

RECOMMENDATION 1

That Council discuss this matter.

RECOMMENDATION 2

That Council maintains its existing youth services for the 2017/2018 financial year.

Or

That Council allocate \$1,000 toward completing a community survey on the provision of Youth Services in the municipality and development of a Youth Strategy.

DECISION

Cr

Cr

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15 MAY 2017



R&CS 7 LONGFORD URBAN DESIGN STRATEGY

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 acceptance, in principle of the Longford Urban Design Strategy, and release the same for public comment.

2 INTRODUCTION/BACKGROUND

In March 2016 Council approved for the development of the Longford Urban Design Strategy, engaging Lange Design and Loop Architecture to develop the Strategy.

The project brief included the review of all previous reports and studies prepared regarding the Longford Main Street and the development of designs to improve and enhance the appearance of the main street of Longford.

The consultants relied on the following documentation in the development of the Strategy:

- Longford Urban Design Strategy 'Site Investigation Report' 2016.
- Northern Midlands Council Strategic Plan 2017 - 2027.
- Northern Midlands Council Interim Planning Scheme 2013.
- Longford Development Plan (Revision 2, May 2012).
- Main Street Traffic Issues (MR Cagney Report 2015).
- Visitor Appeal Study (Bill Fox & Assoc. 2015).
- Place Activation Plan (Village Well 2015).
- Regional Recreation & Public Open Space Strategy (Kirby Brown Landscape Architects 2009).

The consultants also held a comprehensive community consultation session at the Longford Town Hall where the community were invited to attend and discuss their thoughts regarding the Longford main street.

The information from the documents listed above and the community consultation forms the basis of the attached Longford Urban Design Strategy. It is noted there are some minor typographical amendments required to be made to the document.

3 STRATEGIC PLAN 2017-2027

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

- Lead –
 - Money Matters
 - Core Strategies:
 - ♦ Improve community assets responsibly and sustainably
- Progress –
 - Strategic Project Delivery – Build Capacity for a Healthy Wealthy Future
 - Core Strategies:
 - ♦ Strategic, sustainable, infrastructure is progressive
 - ♦ Proactive engagement drives new enterprise
 - ♦ Collaborative partnerships attract key industries
 - ♦ Attract healthy, wealth-producing business & industry

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- Economic Development – Supporting Growth & Changes
 - ♦ Towns are enviable places to visit, live & work
 - ♦ Minimise industrial environment impact on amenity
 - ♦ Developers address climate change challenges
- Tourism Marketing & Communication
 - ♦ Tourism thrives under a recognised regional brand
 - ♦ Tourism partnerships build sense of place identity
- People –
 - Sense of Place – Sustain, Protect, Progress
Core Strategies:
 - ♦ Planning benchmarks achieve desirable development
 - ♦ 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
 - ♦ Caring, Healthy, Safe Communities – Awareness, education & service
- Place –
 - Environment – Cherish & Sustain our Landscapes
Core Strategies:
 - ♦ Cherish & sustain our landscapes
 - ♦ Meet environmental challenges
 - ♦ Eco-tourism strongly showcases our natural beauties
 - History – Preserve & Protect our Built Heritage for Tomorrow
Core Strategies:
 - ♦ Our heritage villages and towns are high value assets

4 POLICY IMPLICATIONS

N/A

5 STATUTORY REQUIREMENTS

N/A

6 FINANCIAL IMPLICATIONS

The project is yet to be costed.

7 RISK ISSUES

There exists a level of community disenchantment in Longford regarding the number of studies which have been completed, with very few outcomes achieved. It is a risk, if this project is not progressed, the level of community disenchantment will increase.

8 CONSULTATION WITH STATE GOVERNMENT

The Department of State Growth have been consulted throughout the design phase of this project to ensure requirements regarding the state owned roads are met.

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9 COMMUNITY CONSULTATION

The purpose of this report is to release the Strategy for community consultation.

Significant community consultation has occurred throughout the development of the report, and also throughout the initial reports commissioned by Council.

10 OPTIONS FOR COUNCIL TO CONSIDER

Council has the option to release the Longford Urban Design Strategy for public comment, or not.

11 OFFICER'S COMMENTS/CONCLUSION

The consultants have accomplished the brief of developing an achievable plan to enhance and improve the Longford Main Street and surrounding areas.

12 ATTACHMENTS

12.1 Longford Urban Design Strategy – separate circulation

RECOMMENDATION 1

That Council discuss this matter.

RECOMMENDATION 2

That Council accept in principle the Longford Urban Design Strategy and release the Strategy for public comment, once required edited changes are made.

DECISION

Cr

Cr

AGENDA – ORDINARY MEETING

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R&CS 8 HONEYSUCKLE BANKS MASTERPLAN

Attachments: Section 1 – Page 117

Responsible Officer: Amanda Bond, Manager Regulatory and Community Services
Report prepared by: Lorraine Green., Project Officer

1 PURPOSE OF REPORT

To:

- i) Present to Council the revised Masterplan for Honeysuckle Banks at Evandale;
- ii) Seek Council's acceptance and release of the Masterplan;
- iii) Seek Council's endorsement of the way forward with the Masterplan.

2 INTRODUCTION/BACKGROUND

Honeysuckle Banks is a popular reserve with both visitors and locals alike, with activities ranging from walking, cycling and dog exercising, to picnicking, fishing and canoeing. The current facilities and presentation of the reserve are well below the standard expected in one of Tasmania's key tourist towns.

In September 2015, Council contracted Landscape Consultant, Mr Jeff McClintock, to develop a masterplan for the Honeysuckle Banks. Mr McClintock reviewed previous plans proposed for the Honeysuckle Banks and consulted with Council's Works Manager, the Evandale District Committee and other relevant stakeholders. Mr McClintock's draft masterplan was tabled at the January 2016 Council Meeting.

Council resolved:

DECISION

Cr Goninon/Cr Knowles

That Council:

- i) Accept in principle, the draft Honeysuckle Banks masterplan; and*
- ii) Release the draft Honeysuckle Banks masterplan for community consultation.*

Carried unanimously

The draft masterplan was released for community consultation across the month of February 2016, with the plan and a proposed implementation schedule on display at the Evandale Community Centre and on Council's website.

The feedback received during the community consultation was collated. On the whole, the masterplan was received positively, with the exception of the proposed bike track. Additional features advocated for the masterplan included toilet facilities, more picnic furniture and retaining of the dog exercise areas status.

The draft masterplan and community feedback was discussed at the May 2016 Council Workshop. The need to review the masterplan in light of the frequent flooding of the reserve was identified.

Lange Design was contracted to undertake the review of the draft masterplan. The revised masterplan, 'Honeysuckle Banks Parkland Plan', the associated cost estimates and Landscape Works Technical Specification were submitted in November 2016.

The consultant Mr Leon Lange presented the revised plan at the February 2017 Council Workshop and the plan is now being presented to Council.

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3 STRATEGIC PLAN 2007/2017

The Strategic Plan 2017/2027 provides the guidelines within which Council operates. The following strategic outcomes and core strategies have relevance to this issue:

- Manage – Management is efficient and responsive
 - Drive projects that deliver a progressive local future
- Caring, healthy, safe communities – awareness, education and service
 - All abilities sport and exercise facilities available
 - Cater for community members with all abilities

4 FINANCIAL IMPLICATIONS

The cost of full implementation of the Honeysuckle Plans Parkland Plan was estimated as \$260,347.50 (GST exclusive) comprising:

Demolition work	\$ 1,350
Earthworks	\$ 57,312
Road works	\$ 101,445.50
Hard landscape works	\$ 84,075
Soft landscape works	\$ 16,165

Funding for the implementation of the plan can be considered in forthcoming Council budget deliberations. External grants and community contributions can be sought to assist with the plan's implementation costs.

5 RISK ISSUE

Failure to improve the reserve's facilities and presentation will continue to deter significant numbers of locals and visitors from pursuing physical and relaxing activities in the reserve, and detracts from the town's visitor appeal.

6 COMMUNITY CONSULTATION

The draft masterplan was released for community consultation across the month of February 2016, with the plan and a proposed implementation schedule on display at the Evandale Community Centre and on Council's website.

It is proposed that the Honeysuckle Banks Parkland Plan now be released for community consultation.

7 OPTIONS FOR COUNCIL TO CONSIDER

Council can either accept or not accept the Honeysuckle Banks Plan and the proposed way forward with the plan's implementation.

8 OFFICER'S COMMENTS/CONCLUSION

The consultant has undertaken a thorough review of the draft masterplan in light of the frequent flooding of Honeysuckle Banks reserve and the resultant Honeysuckle Banks Plan provides a clear and sustainable way forward for the future development of the reserve. The Landscape Works Technical Specification prepared by the consultant provides a concise and thorough basis for the briefing of contractors undertaking the implementation of the plan.

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9 ATTACHMENTS

- 9.1 Proposed Cost Estimate
- 9.2 Honeysuckle Banks Plan
- 9.3 Geotextile Product Information Sheet

RECOMMENDATION 1

That the matter be discussed.

RECOMMENDATION 2

That Council:

- i) accept in principle the Honeysuckle Banks Plan;
- ii) consider funding the minor works components of the plan in future Council budgets, and request Council Officers to seek to secure external grants to assist with the implementation of the full plan.

DECISION

Cr

Cr

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CORP 1 MONTHLY FINANCIAL STATEMENT

Attachments: Section 1 – Page 129

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 30 April 2017.

2 INTRODUCTION/BACKGROUND

The Corporate Services Manager circulated a copy of the Monthly Financial Summary for the period ended 30 April 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: 30-Apr-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	-\$9,639,870	-\$233	97.6%	
Recurrent Grant Revenue	-\$4,387,909	-\$3,290,932	-\$4,363,399	\$1,072	132.6%	
Fees and Charges Revenue	-\$1,506,300	-\$1,129,725	-\$1,263,969	\$134	111.9%	
Interest Revenue	-\$405,842	-\$304,382	-\$247,110	-\$57	81.2%	
Reimbursements Revenue	-\$81,867	-\$61,400	-\$63,956	\$3	104.2%	
Other Revenue	-\$1,659,834	-\$1,244,876	-\$696,840	-\$548	56.0%	
	-\$17,914,297	-\$15,903,859	-\$16,275,144	\$371	102.3%	
Employee costs	\$5,176,338	\$3,882,254	\$4,469,978	-\$588	115.1%	
Material & Services Expenditure	\$4,501,543	\$3,376,157	\$4,191,706	-\$816	124.2%	
Depreciation Expenditure	\$5,327,234	\$3,995,426	\$4,439,294	-\$444	111.1%	
Government Levies & Charges	\$662,419	\$496,814	\$520,253	-\$23	104.7%	
Councillors Expenditure	\$190,097	\$142,573	\$152,869	-\$10	107.2%	
Other Expenditure	\$1,271,412	\$1,053,173	\$726,024	\$327	68.9%	
Plant Expenditure Paid	\$482,895	\$362,171	\$353,801	\$8	97.7%	
	\$17,611,938	\$13,308,567	\$14,853,925	-\$1,545	111.6%	
	-\$302,359	-\$2,595,292	-\$1,421,219			
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	-\$1,353,767			
	\$0		\$0			
Capital Grant Revenue	-\$2,291,976	-\$1,718,982	-\$1,851,301	\$132	107.7%	
Subdivider Contributions	-\$430,000	-\$322,500	0	-\$323	0.0%	
Capital Revenue	-\$2,721,976	-\$2,041,482	-\$1,851,301			
	-		-			
Budget Alteration Requests						
- For Council authorisation by absolute majority						

AGENDA – ORDINARY MEETING

15 MAY 2017



Defer to 2017/18 Budget period

CBD Parklets

Cressy Rec Ground Dump Point

Cressy Rec Ground Buildings Improv

Ross-High Street (Church to Esplanade) Reconstruction

Ctown- Macquarie Road Reconstruction Chn 32.94 to 33.865

Ctown- Macquarie Road Reconstruction Chn 33.865 to 34.215

Capital

\$100,000 707987

\$30,000 707913

\$30,000 707923

\$60,000 750561

\$230,000 750744

\$87,000 751548

Defer to 2017/18

Defer to 2017/18

Defer to 2017/18

Defer to 2017/18

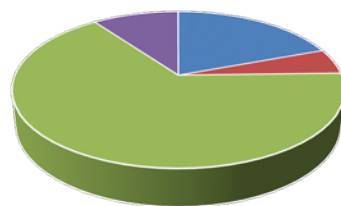
Defer to 2017/18

Defer to 2017/18

B. Balance Sheet Items

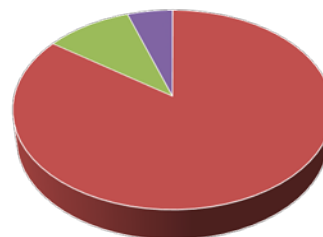
	Year to Date Actual		Monthly Change		Same time last year	Comments
Cash & Cash Equivalents Balance						
- Opening Cash balance	\$10,346,134		\$15,007,531			
- Cash Inflow	\$18,572,692		\$344,163			
- Cash Payments	-\$16,701,423		-\$3,134,292			
- Closing Cash balance	\$12,217,403		\$12,217,403			
Account Breakdown						
- Trading Accounts	\$269,489					
- Investments	\$11,947,913					
	\$12,217,403					
Summary of Investments						
	Investment Date	Maturity Date	Interest Rate%	Purchase Price	Maturity Value	
Tasmanian Public Finance Corporation Call						
Account	1/04/2017	30/04/2017	1.50	\$5,175	\$5,181	
CBA Call Account	12/04/2017	30/04/2017	1.40	\$418,900	\$419,189	
CBA	6/04/2017	8/05/2017	2.00	\$1,000,000	\$1,001,753	
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	
CBA	4/04/2017	2/08/2017	2.44	\$1,400,000	\$1,411,231	
CBA	13/04/2017	11/08/2017	2.40	\$1,500,000	\$1,511,836	
My State Financial	25/12/2016	25/12/2017	2.85	\$1,189,250	\$1,223,144	
Total Investments				\$11,947,913	\$12,100,920	

Investments by Institution



■ ANZ ■ B&E ■ CBA ■ MyState ■ Tascorp

Total Investments by Rating (Standard & Poor's)

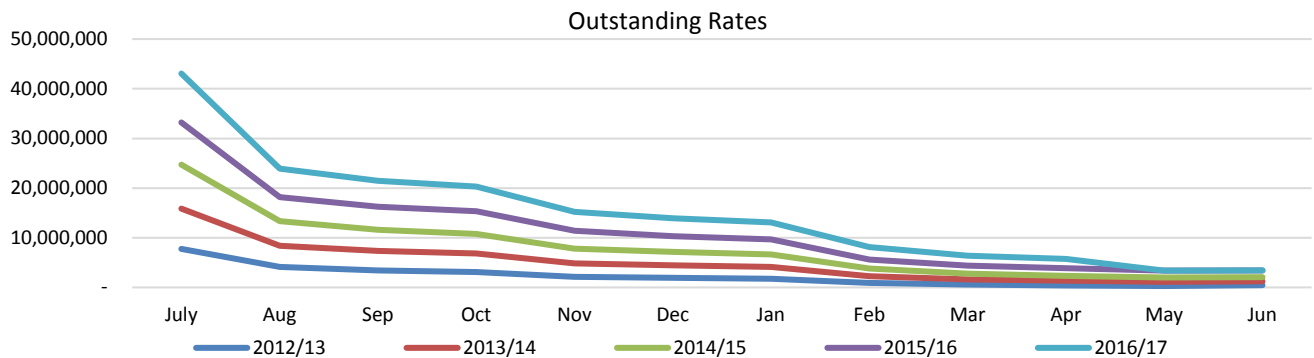


■ AA+ ■ AA- ■ BBB ■ Unrated

Rate Debtors	2016/17	% to Raised	Same Time Last Year	% to Raised	
Balance b/fwd	\$1,365,785		\$1,017,753		
Rates Raised	\$9,780,257		\$9,390,992		
	\$11,146,042		\$10,408,745		
Rates collected	\$8,994,924	92.0%	\$8,673,244	92.4%	
Pension Rebates	\$426,076	4.4%	\$410,211	4.4%	
Discount & Remissions	\$35,305	0.4%	\$27,106	0.5%	
	\$9,456,305		\$9,110,561		
Rates Outstanding	\$1,892,854	19.4%	\$1,494,525	15.9%	
Advance Payments received	-\$203,117	2.1%	-\$196,341	2.1%	

AGENDA – ORDINARY MEETING

15 MAY 2017



Trade Debtors				
Current balance		\$95,344		
- 30 Days		\$32,868		
- 60 Days		\$20,756		
- 90 Days		\$1,707		
- More than 90 days		\$40,013		
Summary of Accounts more than 90 days:				
- Norfolk Plains Book sales		749		Paid by outlet as sold
- Hire/lease of facilities		265		
- Removal of fire hazards		2,791		
- Dog Registrations & Fines		30,357		Sent to Fines Enforcement
- Sales		2,000		Arrangement to pay
- Grants		3,317		Pension Grants
- Private Works		50		
- Building / Planning Fees		484		

C. Capital Program

	Budget	Actual (\$,000)	Target 75%	Comments
Renewal	\$7,862,711	\$3,470,909	44%	
New assets	\$4,345,525	\$1,710,412	39%	
Total	\$12,208,236	\$5,181,321	42%	
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	\$198,353	75%	Commenced
- Woolmers Lane reconstruction	\$510,000	\$446,084	87%	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%	58.1%	-3.0%	↑	
- Own Source Revenue / Total Revenue	76%	73.2%	2.3%	↘	
Sustainability Ratio					
- Operating Surplus / Operating Revenue	0.0%	8.3%	-8.3%	↘	
- Debt / Own Source Revenue	0.0%	0.0%	0.0%	↔	
Efficiency Ratios					
- Receivables / Own Source Revenue	14.7%	16.7%	-2.0%	↘	
- Employee costs / Revenue	28.9%	27.5%	1.4%	↗	
- Renewal / Depreciation	147.6%	78.2%	69.4%	↗	
Unit Costs					
- Waste Collection per bin	\$10.58	\$12.48		↔	
- Employee costs per hour	\$43.14	\$40.43		↗	
- Rate Revenue per property	\$1,414.00	\$1,400.78		↔	
- IT per employee hour	\$3.17	\$2.11		↘	

E. Employee & WHS scorecard

	YTD	This Month	
Number of Employees	83.8	85	
New Employees	28	3	
Resignations	4	0	
Total hours worked	110558.43	9683	
Lost Time Injuries	4	1	

AGENDA – ORDINARY MEETING

15 MAY 2017



Lost Time Days	9	2
Safety Incidents Reported	28	6
Hazards Reported	13	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	11	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 April 2017.
- 5.2 Capital Works Report to end April 2017.

RECOMMENDATION

That Council

- i) receive and note the Monthly Financial Report for the period ending 30 April 2017.
- ii) authorise budget alterations as detailed in section 3.

DECISION

Cr

AGENDA – ORDINARY MEETING

15 MAY 2017



CORP 2 POLICY: RELATED PARTY DISCLOSURE

Attachments: Section 1 – Page 138

File: 44/001/001
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 seek Council's endorsement of a new policy outlining what is expected of elected members and staff in relation to Australian Accounting Standard AASB 124 Related Party Disclosures (AASB 124).

2 INTRODUCTION/BACKGROUND

From 1 July 2016, Councils must disclose related party relationships, transactions and outstanding balances, including commitments, in their annual financial statements.

The objective of the policy is to ensure that Council's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments, with such parties.

Council's related parties (Key Management Personnel) are likely to include the Mayor, Councillors, General Manager, senior executives, their close family members and any entities that they control or jointly control.

Any transactions between Council and these related parties, whether monetary or not, may need to be identified and disclosed.

In operation, under this proposed policy the following will occur:

- 1) The General Manager will establish, review and maintain a list of Key Management Personnel for Council.
- 2) Those persons identified as Key Management Personnel will complete an annual declaration which outlines the entities, if any, that are controlled or jointly controlled by them or their family members and which are likely to have transactions with Council.
- 3) Under this policy family members include:
 - That person's children and spouse or domestic partner;
 - Children of that person's spouse or domestic partner;
 - Dependents of that person or of that person's spouse or domestic partner;
 - Other family members who may be expected to influence, or be influenced by that person in their dealings with Council.
- 4) It is the responsibility of the General Manager to seek a declaration upon a change of Key Management Personnel.
- 5) All Key Management Personnel will be asked to provide their declarations by 1 July each year covering the forthcoming financial year. In addition, an updated declaration for the previous financial year will also be provided.
- 6) It is the responsibility of all identified Key Management Personnel to update their declaration should they become aware of a change, error or omission.

AGENDA – ORDINARY MEETING

15 MAY 2017



The General Manager or Corporate Services Manager is responsible for ensuring that the information is disclosed in Council's Financial Statements to the extent, and in the manner stipulated by AASB 124. However, it should be noted that Council will not capture Ordinary Citizen Transactions with related parties, nor will it disclose non-material transactions.

If a Key Management Personnel or close associate is named individually in disclosure reports, the Key Personnel will be given a copy of the intended disclosure for review and information purposes.

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
 - ♦ Continuous improvement is embedded in staff culture
 - ♦ Effective and efficient marketing, communications & IT
 - ♦ Excellent standards of customer 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

Under the Local Government Act 1993 and the Audit Act 2008 all local governments in Tasmania must produce financial statements that comply with Australian Accounting Standards.

6 FINANCIAL IMPLICATIONS

There are no financial implications attached to this policy, however it places an onus on Council to record and report related party transactions by Key Management Personnel.

7 RISK ISSUES

There is a risk that Key Management Personnel do not realise that they have not disclosed a related party transaction. However, it is noted, Council should ensure its procedures and policies are up to date and reviewed on a regular basis to ensure awareness.

8 CONSULTATION WITH STATE GOVERNMENT

The Tasmanian Audit Office, Department of Premier and Cabinet and the Local Government Association of Tasmania have worked together to develop a model Related Party Disclosures Policy.

9 COMMUNITY CONSULTATION

N/A

AGENDA – ORDINARY MEETING

15 MAY 2017



10 OPTIONS FOR COUNCIL TO CONSIDER

Council is to consider whether to endorse the proposed policy.

11 OFFICER'S COMMENTS/CONCLUSION

The Related Party Disclosures Policy with Appendix's is attached to this report.

12 ATTACHMENTS

12.1 Related Party Disclosures Policy

RECOMMENDATION 1

That Council adopt the Related Party Disclosures Policy as attached.

DECISION

Cr

AGENDA – ORDINARY MEETING

15 MAY 2017



CORP 3 ASSET MANAGEMENT & LONG TERM FINANCIAL PLANNING

Attachments: Section 1 – Page 157

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 table a long term asset planning document for long term sustainability of Council's Building Infrastructure.

2 INTRODUCTION/BACKGROUND

The Local Government Association of Tasmania and the State Government have been working with all Tasmanian Councils to implement long term financial framework to ensure a sustainable, robust and forward looking local government sector.

Legislation was introduced requiring all councils to develop or improve asset management policies, practices and plans, and also integrate these with long term financial plans.

With annual Operating Revenue of \$15.0m and an Asset Replacement Value of \$354m this council is very 'asset intensive' therefore asset management performance has a major bearing on financial performance.

The Building Asset Management Plan has been reformatted and updated for Council adoption.

- Building Asset Management Plan – covers the building network comprising of assets situated on Council owned land including:

▪ Amenities	40 items	\$ 5,444,000
▪ Community Facilities	36 items	\$ 8,138,000
▪ Depots/Workshops	8 items	\$ 1,370,000
▪ Halls/Civic Centres	16 items	\$ 17,390,000
▪ Houses/Units	11 items	\$ 2,189,704
▪ Office Buildings	11 items	\$ 7,320,934
▪ Recreation	18 items	\$ 3,326,000
▪ Sheds/Carports	56 items	\$ 1,891,969
▪		<u>\$ 47,070,607</u>

The following long term documents have been reviewed with no major changes necessary.

- Asset Management Policy – the purpose of this policy is to ensure that management of assets is undertaken in a structured and coordinated way, with continuous improvement and seeking innovative way of meeting service levels or present and future generations.
- Asset Management Strategy – the goal is to ensure the municipal infrastructure is safe, well maintained and that new investment and improvements achieve environmental and industry best practice.
- Road Infrastructure Asset Management Plan – The Road Asset Management Plan includes road related assets within the road reserve including road formation, pavement and seal, kerb and channel, footpaths, bridges and some street furniture. It provides a planned road asset renewal program over a 20 year period (previously updated in March 2016).
- Stormwater Asset Management Plan – covers the stormwater network within town areas to drain the majority of properties, road reservations and public open space. It includes all stormwater related

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15 MAY 2017



assets of pipes, entry pits and grates, pollutant traps and detention storage facilities. It provides a planned stormwater asset renewal program over a 20 year period (previously updated in March 2016).

The Long Term Financial Plan has been adjusted with the above updated plans and revenue and expenditure adjustments.

3 STRATEGIC PLAN 2007-2017

Council's Strategic Plan 2007/2017 states that Council will develop and utilise long term strategic financial management plans and policies to guide decision making.

4 STATUTORY REQUIREMENTS

There are statutory requirements for long term asset and financial planning for local government in Tasmania.

5 POLICY IMPLICATIONS

Traditionally Council has adopted a financial process that focuses on the annual estimates and the budget within the context of medium term parameters. The Long Term Financial Plan has been developed to assist the annual planning process by providing a long term view of operational and asset management decisions. This process meets the key outcome of Council's Strategic Plan for financial management.

6 FINANCIAL IMPLICATIONS

Financial sustainability for Council, where services are mainly provided from infrastructure, is being able to manage likely developments and unexpected shocks in future periods without having to introduce substantial and economically significant or socially destabilising income or expenditure adjustments.

7 RISK ISSUES

The financial projections in the long term plans are based on current knowledge and will be effected by future changes to operating conditions and future council decisions, therefore the plan will be reviewed on at least an annual basis.

8 STATE GOVERNMENT CONSULTATION

The Local Government Association of Tasmania and State Government have worked closely on the long term sustainability framework for local government in Tasmania.

9 COMMUNITY CONSULTATION

The long term planning documents will be placed on Council's web site for general public access.

10 OFFICER'S COMMENTS/CONCLUSION

The Long Term Financial Plan reflects a sustained level of development and other revenue challenges in the next 10 years, whilst operating expenditure is being held to maintain existing services levels where possible, elevated capital expenditure levels have been included to reflect the expenditure levels in the revised Asset Management Plans.

Road Asset Management Plans reflects substantial forecasted investment in renewal of assets including the replacement of all the remaining timber bridges with concrete structures. The Stormwater Asset Management plan predicts a substantial new investment of funds in the next 10 year period including in the

AGENDA – ORDINARY MEETING

15 MAY 2017



Translink and West Perth areas.

A Building Asset Management Plan reflects the substantial current acceleration of works due to the State Government Stimulus Loan Program.

11 ATTACHMENTS

- 11.1 Asset Management Policy & Asset Management Strategy
- 11.2 Road Asset Management Plan (reviewed)
- 11.3 Stormwater Asset Management Plan (reviewed)
- 11.4 Building Asset Management Plan (revised)
- 11.5 Long Term Financial Plan (updated)

RECOMMENDATION

That Council adopt the following long term planning documents:

- i) Asset Management Policy (reviewed March 2017)
- ii) Asset Management Strategy (reviewed March 2017)
- iii) Road Asset Management Plan (reviewed March 2017)
- iv) Stormwater Asset Management Plan (reviewed March 2017)
- v) Building Asset Management Plan (revised February 2017)
- v) Long Term Financial Plan (revised March 2017)

DECISION

Cr

Cr

AGENDA – ORDINARY MEETING

15 MAY 2017



DEV 1 MONTHLY REPORT: DEVELOPMENT SERVICES

Responsible Officer: Des Jennings – General Manager

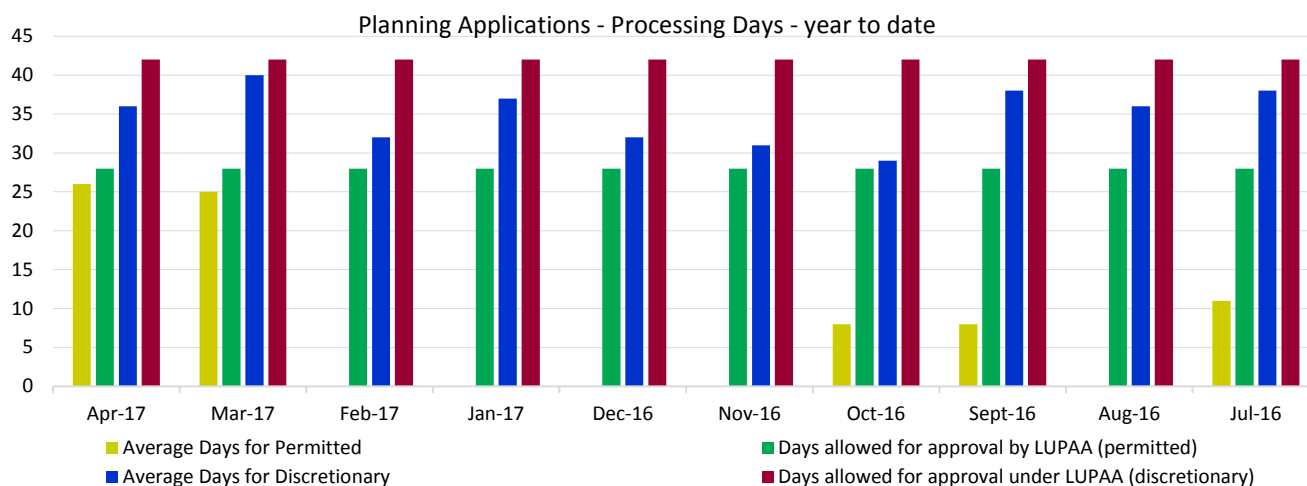
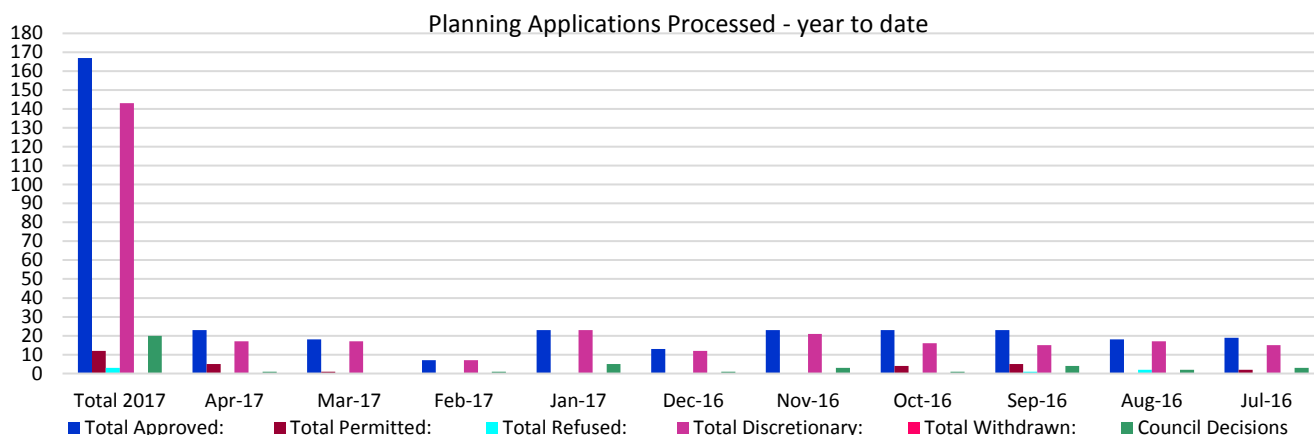
1 PURPOSE OF REPORT

The purpose of this report is to present the Development Services activities as at the month end.

2 DEVELOPMENT SERVICES REPORTING

2.1 Planning Decisions

	Total 2016	Apr-17	Mar 17	Feb 17	Jan-17	Dec-16	Nov-16	Oct-16	Sept-16	Aug-16	Jul-16
Total Approved:	190	23	18	7	23	13	23	23	23	18	19
Total Permitted:	17	5	1	0	0	0	0	4	5	0	2
Average Days for Permitted		26	25		0	0	0	8	8	-	11
Days allowed for approval by LUPAA		28	28	28	28	28	28	28	28	28	28
Total Exempt under IPS:	12	0	0	0	0	1	2	3	3	1	2
Total Refused:	3	0	0	0	0	0	0	0	1	2	0
Total Discretionary:	152	17	17	6	18	12	20	15	15	17	15
Average Days for Discretionary:		36	40	32	37	32	31	29	38	36	38
Days allowed for approval under LUPAA:		42	42	42	42	42	42	42	42	42	42
Total Withdrawn:	0	0	0	0	0	0	0	0	0	0	0
Council Decisions:	21	1	0	1	5	1	3	1	4	2	3



AGENDA – ORDINARY MEETING

15 MAY 2017



April 2017					
Project	Details	Address	Applicant	No of LUPAA days	Perm / Disc / Exempt
DELEGATED DECISIONS					
P17-064	Overnight camping area (visitor accommodation)	1111 Bishopsbourne Road, BISHOPSBOURNE	Northern Midlands Council	42	D
P17-063	Overnight camping area (visitor accommodation)	2A Macquarie Street, CRESSY	Northern Midlands Council	42	D
P17-062	Picnic shelter within Perth riverbank reserve	Riverbank Reserve (opposite 34 William Street), PERTH	Northern Midlands Council	42	D
P17-056	Dwelling extension (heritage precinct & attenuation area)	33 Wellington Street, LONGFORD	T Ball	41	D
P17-045	Garage (7.5m x 6m) - heritage listed place in heritage precinct	1 Murray Street, EVANDALE	E & D Maxfield	30	D
P17-067	Change of use of ancillary dwelling to visitor accommodation & signage	41 Park Street, ROSS	L & S Gaffey	42	D
P17-059	6m x 4.5m shed (vary rear set back)	51 Mulgrave Street, PERTH	L Adams	21	D
P17-057	Partial change of use from Food Services to General Retail & Hire	108 High Street, CAMPBELL TOWN	B&J Candy	43	P
P17-068	Additions to dwelling (attenuation area)	28 Devon Hills Road, DEVON HILLS	Plans to Build	42	D
P17-039	Dwelling addition, garage/shed (vary rear & internal frontage setbacks) & demolition of existing garage (heritage listed place in heritage precinct)	4 Frederick Street & 51e Clarence Street, PERTH	Steve Jordan Drafting	42	D
P17-007	01: Dwelling on lot 2 (vary front [E] & rear [W] setbacks) 02: Subdivision (2-lots)	40 Barclay Street, EVANDALE	Woolcott Surveys	44	D
P17-036	Public toilet additions (vary height and southern setback) - heritage precinct	Valentine Park' 89 High Street, CAMPBELL TOWN	Northern Midlands Council	34	D
P17-048	Re-subdivision of five lots into two (362.5ha lot & 1371ha balance) within scenic corridor	109 Auburn Road, ROSS	PDA Surveyors (obo Ashby Holdings)	44	D
P17-075	Install roller door to front of carport (heritage precinct)	34 Russell Street, EVANDALE	R Strachan & S Kensitt	28	D
P17-061	Dwelling & Carport (vary internal front & rear setbacks)	22A Logan Road, EVANDALE	Theresa L Hatton	29	D
P17-065	Replacement bus shelter (heritage precinct)	Wellington Street (adjacent to #44), LONGFORD	Northern Midlands Council	29	D
P17-024	Dwelling, carport and shed (vary clause 10.4.4 A1 re north-facing window)	37 Badajos Street (lot 3), ROSS	MPH Builders Pty Ltd	42	D
P17-004	Subdivision (3 lots) - vary site access distance	4-6 Drummond Cres, PERTH	6ty Degrees Pty Ltd	30	D
P17-073	Replacement dwelling (including demolition of existing dwelling)	771 Ashby Road, ROSS	Cumulus Studio	28	P
P17-066	Garage (7m x 8m)	3979 Macquarie Road, CRESSY	Pisa Pty Ltd	29	P
P17-071	Boundary Adjustment between two lots	58 Marlborough Street & 22 Pultney Street, LONGFORD	J & V Bester	29	P
P17-078	Dwelling extension	92 Devon Hills Road, DEVON HILLS	Adams Building Design	1	P
COUNCIL DECISIONS					
P17-058	Multiple Dwellings x 2 (vary internal front setback & visitor parking)	12 Paton Street, LONGFORD	Heger Constructions Pty Ltd	42	D
COUNCIL DECISIONS - REFUSAL					
-	-				
RMPAT DECISIONS					
TPC DECISIONS					

AGENDA – ORDINARY MEETING

15 MAY 2017

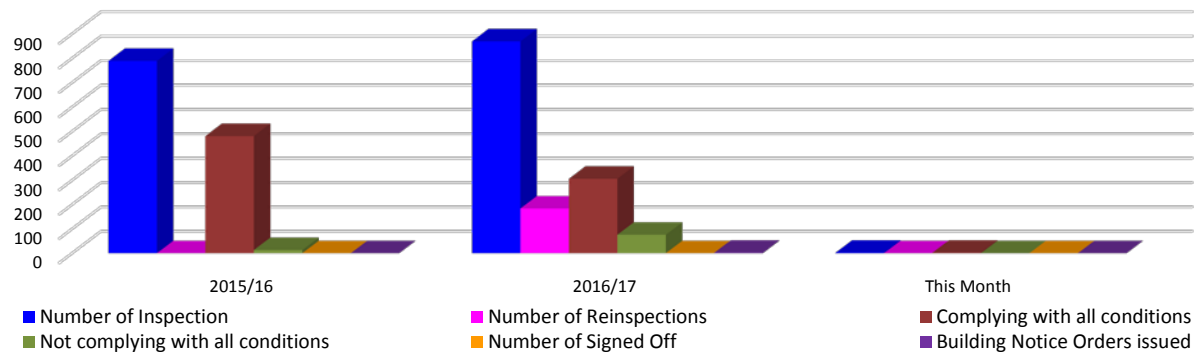


2.2 Planning Compliance – Permit Review

Permit Reviews Undertaken

	2015/2016	This Month	2016/2017
Number of Inspections	789	2	869
Property owner not home or only recently started (Recheck in three months)	295		302
Complying with all conditions / signed off	481	2	306
Not complying with all conditions	13		76
Reinspections			184
Building Notice Orders issued			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 date of 9-11 May adjourned. New date to be set.
48/17S	P17-013 – appeal against TasWater conditions – 21 Lot subdivision Mulgrave Street. Preliminary conference held 26.4.17.
50/17S	P17-055 – Appeal against requirement for further information regarding access – 2 lot subdivision Midland Highway – preliminary conference held 26.4.17.
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			
	Apr-16		July 15 - April 16		Apr-17		July 16 - April 17	
	No.	Total Value	No.	Total Value	No.	Total Value	No.	Total Value
		\$		\$		\$		\$
New Dwellings	2	428,674	53	14,197,126	4	979,364	59	17,552,268
Dwelling Additions	5	845,434	35	3,109,783	9	836,741	35	2,953,741
Garage/Sheds & Additions	7	95,250	74	2,702,503	5	134,475	60	1,262,335
Commercial	1	4,300	23	9,664,255	4	3,496,530	22	6,921,653

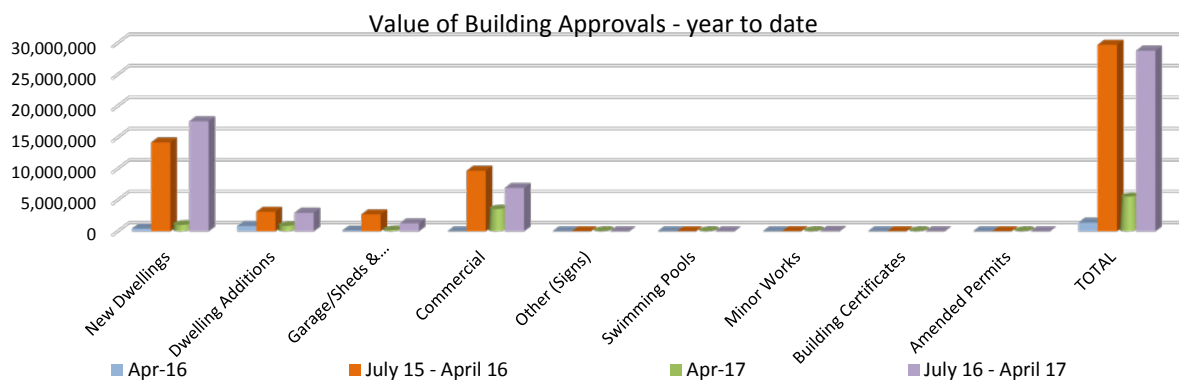
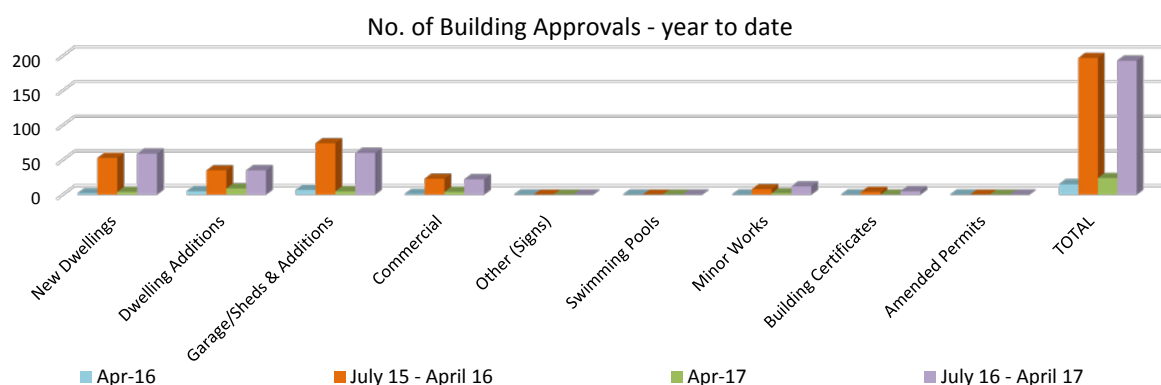
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	YEAR - 2015 - 2016				YEAR - 2016 - 2017			
	Apr-16		July 15 - April 16		Apr-17		July 16 - April 17	
	No.	Total Value	No.	Total Value	No.	Total Value	No.	Total Value
		\$		\$		\$		\$
Other (Signs)								
Swimming Pools								
Minor Works			8	23,219	2	13,000	12	50,619
Building Certificates			4	10,060			5	15,060
Amended Permits								
TOTAL	15	1,373,658	197	29,706,946	24	5,460,110	193	28,755,676
Inspections								
Building					8		73	
Plumbing					8		70	

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:
 - ♦ 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

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- ♦ 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 decreased to 36 days (40 days last month) (42 days allowed by LUPAA).

Permit reviews are on track with last year, with 869 being inspected to date, compared to 789 in the previous year.

There have been 193 building approvals for the period July 2016 to April 2017 at a value of \$28,755,676 compared to 197 approvals at a value of \$29,706,946 for the period July 2015 to April 2016.

RECOMMENDATION

That the report be noted.

DECISION

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 P17-054 - 18 Logan Road, EVANDALE

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PLAN 1 PLANNING APPLICATION P17-054 18 LOGAN ROAD, EVANDALE

Attachments: Section 1 – Page 436

File Number: 202700.1
Responsible Officer: Des Jennings, General Manager
Report prepared by: Chloe Lyne, Planning Consultant

1 INTRODUCTION

This report assesses an application for 18 Logan Road, Evandale to relocate existing storage area (including all building materials, shipping container building and shipping container) from northern side of property to southern side of property, and construct a new shed (vary southern & western setback).

2 BACKGROUND

Applicant:
Peter Hickson Woof

Zone:
Rural Resource

Classification under the Scheme:
Recycling and waste disposal - relocate existing storage and construct new shed

Deemed Approval Date:
19 May 2017

Owner:
Peter Hickson Woof

Codes:
Environmental impacts & attenuation

Existing Use:
Recycling and waste disposal and vehicle parking

Recommendation:
Approve

Discretionary Aspects of the Application

- Use Class and Use standards
- Side and rear boundary setbacks
- Construction and design and layout of car parking.

Planning Instrument: *Northern Midlands Interim Planning Scheme 2013*

Preliminary Discussion

Prior to submission of the application, the applicant held discussions with Council officers regarding placement of the buildings and materials on the southern part of the site.

3 STATUTORY REQUIREMENTS

The proposal is an application pursuant to section 57 of the *Land Use Planning & Approvals Act 1993* (i.e. 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.

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4 ASSESSMENT

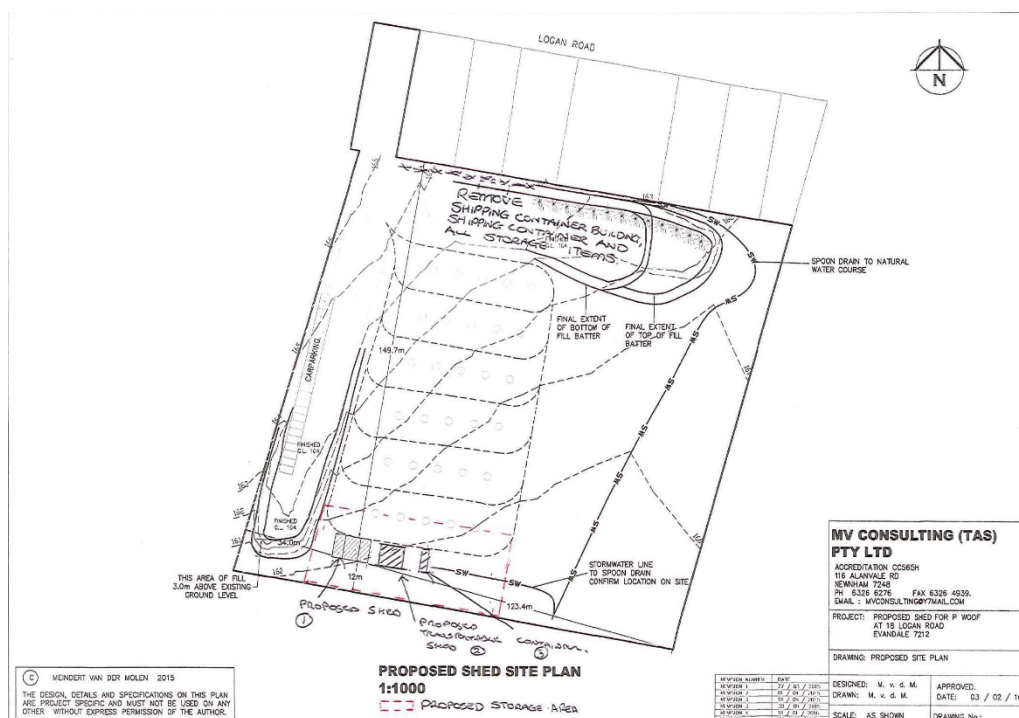
4.1 Proposal

It is proposed to relocate an existing storage area (including all building materials, shipping container building and shipping container) from the northern end of the property to the southern end of the property and construct a new shed.

Details of the development are summarised as follows:

- Remove all storage containers, buildings and stored items from their current location at the northern end of the site.
- Relocate all above items to the southern end of the site (building setback 12 metres from the southern title boundary);
- The existing shipping container shed (two shipping containers conjoined by a roof) to be relocated has a floor area of 23m² and a maximum height of 4.2 metres;
- The shipping container has a floor area of 14.4m² and a maximum height of 2.4 metres;
- Construct a new shed with a floor area of 129.72m², with a maximum height of 4.5 metres and a hipped roof at the southern end of the property, setback 12 metres from the southern title boundary and 34 metres from the western title boundary.

Site Plan

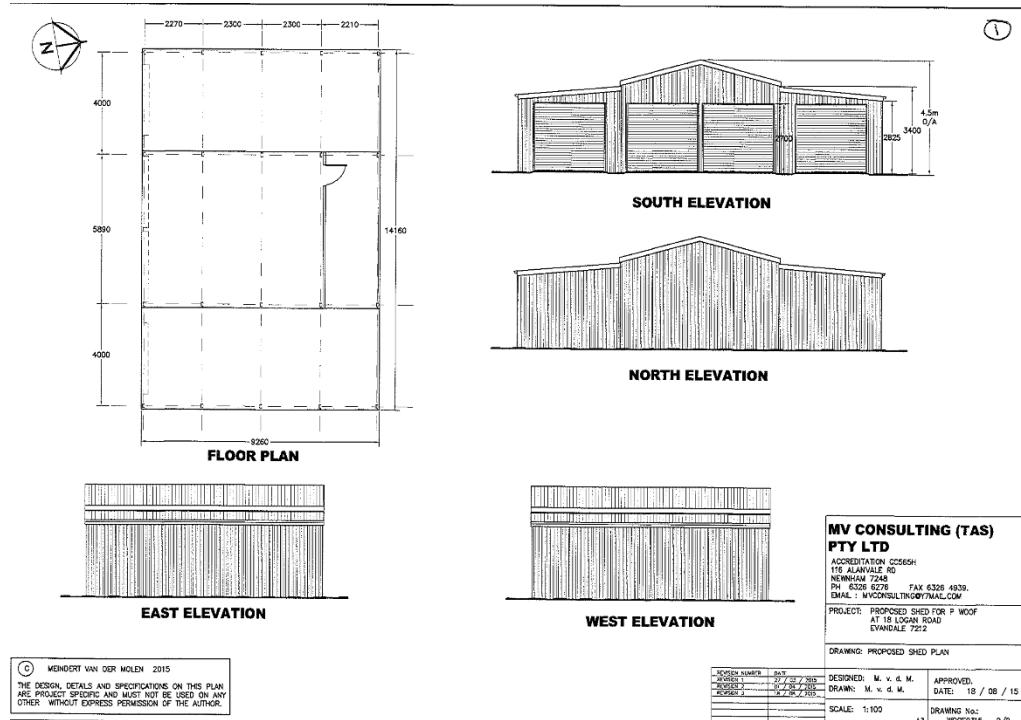


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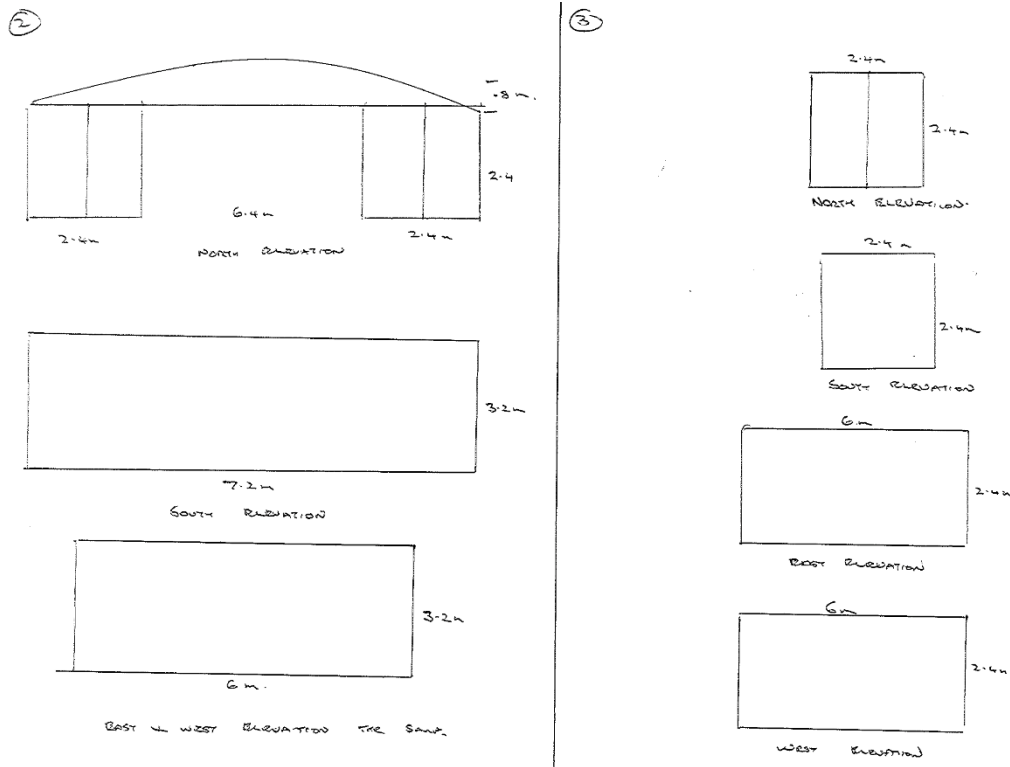
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Elevations



Elevations



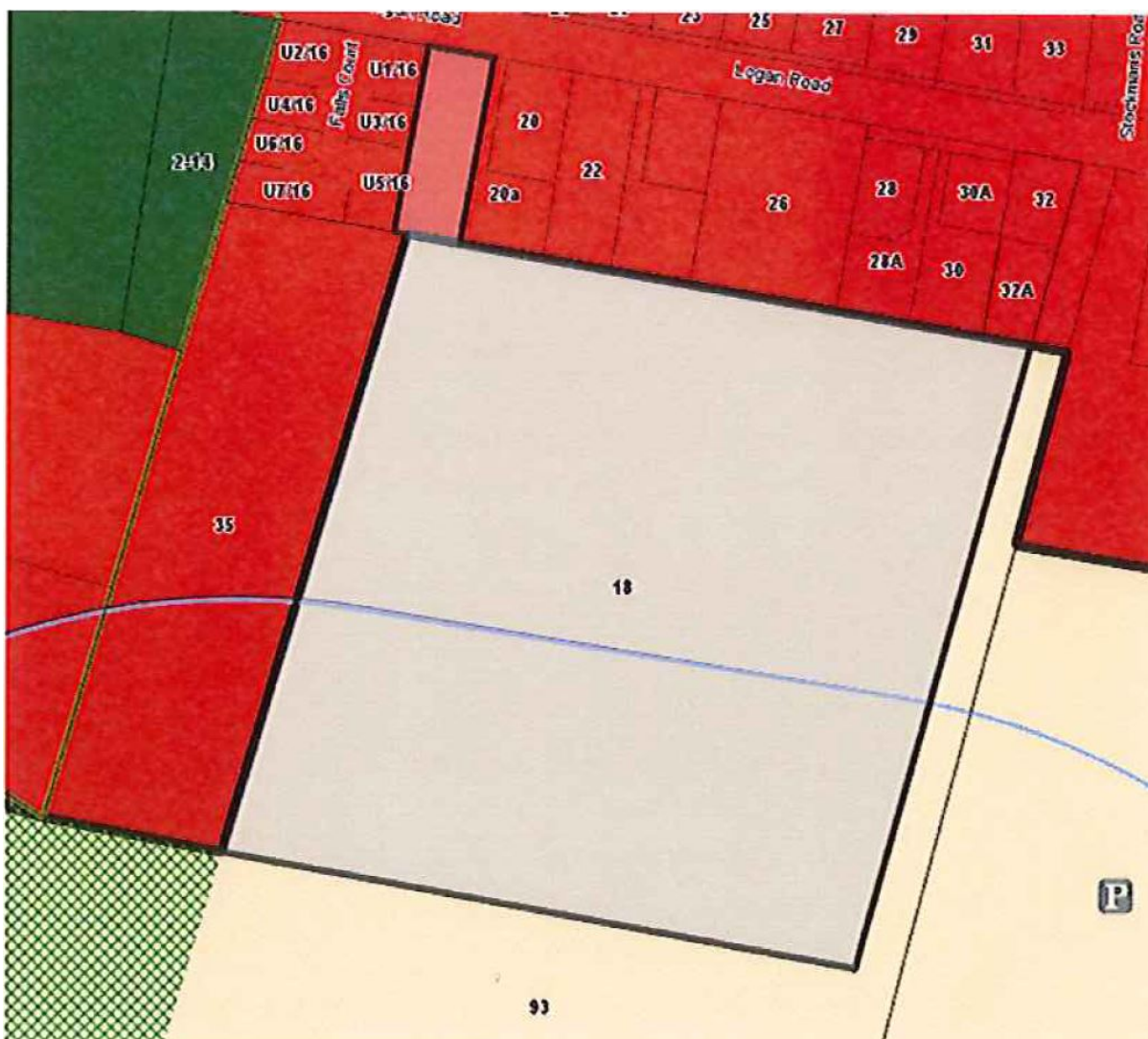
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4.2 Zone and land use

Zone Map – Rural Resource



The land is zoned *Rural Resource*, and is within the *Environmental impacts & attenuation area* and is subject to the *Environmental impacts & attenuation Code* due to the fact it is located within the buffer area for the Wastewater Treatment Plant.

The relevant Planning Scheme definition is:

Recycling and waste disposal	Use of land to collect, dismantle, store, dispose of, recycle or sell used or scrap material. Examples include a recycling depot, refuse disposal site, scrap yard, vehicle wrecking yard and waste transfer station.
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Recycling and waste disposal is a discretionary use in the Rural Resource Zone.

4.3 Subject site and locality

The author of this report carried out a site visit on 18th April 2017

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Aerial photograph of area



The subject site is located on the southern side of Logan Road and is a battleaxe shaped allotment. It has an 18 metre frontage to Logan Road and an overall area of 3.04ha. It is currently developed with a vehicle park associated with the Evandale market with access from the site through to Falls Park via a laneway (not formalized on title) across the adjacent title to the west. There has been a large amount of fill placed along the southern end of the western boundary and additional fill located in the north-eastern corner of the site.

A shipping container storage shed, shipping container and waste material are all located adjacent to the northern boundary of the site, adjacent to the boundary with residential properties.

The site is bordered by residential zoned properties to the north, north-east and west whilst the land to the south-east and south is zoned Rural Resource.

The properties to the north and east are developed for residential purposes, whilst the lot to the west is vacant. The land to the south is used for agricultural purposes.

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Photographs of subject site



View of site entrance onto Logan Road



View of existing shipping container and shed to be relocated

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View of existing container and shed to be relocated



View of existing conjoined shipping container shed to be relocated alongside waste material

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Existing fill area at northern boundary of the site



View of development site

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View of development site (fill to the right)



View of fill adjacent to development site

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View across to site from south-eastern corner of Falls Park

4.4 Permit/site history

Relevant permit history includes:

- P14-231 – retrospective application for earthworks and storage – permit requires the existing earthworks to be reduced in height.
- P15-098 – shed immediately south of Logan Road residences. Refused due to concerns over loss of amenity to adjacent residences.

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 no representations were received.

4.6 Referrals

The application did not require any referrals.

Council's Works Department

Not applicable to this application.

TasWater

Not applicable to this application.

Heritage Adviser

Not applicable to this application.

Tasmanian Heritage Council

Not applicable to this application

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Department of State Growth

Not applicable to this application

Launceston Airport

Not applicable to this application

Tasrail (adjoining landowner)

Not applicable to this application

Environmental Health Officer

Not applicable to this application

Natural Resource Management Facilitator

Not applicable to this application

Environment Protection Agency (level 2 under EMPCA)

Not applicable to this application

General Manager

Not applicable to this application

Minister administering Crown Lands

Not applicable to this application

4.7 Planning Scheme Assessment

RURAL RESOURCE ZONE	
ZONE PURPOSE	
<i>26.1.1 To provide for the sustainable use or development of resources for agriculture, aquaculture, forestry, mining and other primary industries, including opportunities for resource processing.</i> Assessment: N/a <i>26.1.2 To provide for other use or development that does not constrain or conflict with resource development uses.</i> Assessment: The proposed development will not constrain or conflict with resource development. The subject site is used for vehicle parking associated with the Evandale Market. Given the proposed use is not a sensitive use, it will not be in conflict with adjoining agricultural properties. <i>26.1.3 To provide for economic development that is compatible with primary industry, environmental and landscape values.</i> Assessment: N/a <i>26.1.4 To provide for tourism-related use and development where the sustainable development of rural resources will not be compromised.</i> Assessment: N/a	
LOCAL AREA OBJECTIVES	
a)	<i>Primary Industries:</i> <i>Resources for primary industries make a significant contribution to the rural economy and primary industry uses are to be protected for long-term sustainability.</i> <i>The prime and non-prime agricultural land resource provides for variable and diverse agricultural and primary industry production which will be protected through individual consideration of the local context. Processing and services can augment the productivity of primary industries in a locality and are supported where they are related to primary industry uses and the long-term sustainability of the resource is not unduly compromised.</i>
	Assessment: The proposal whilst not contributing to primary production in the area, will not impact or constrain any adjoining any agricultural operations. Whilst the proposed use is classified as recycling and waste disposal, the use is not a public waste facility, rather the property is used for store scrap and waste goods of the owners. As such no recycling processing will occur.
b)	<i>Tourism</i> <i>Tourism is an important contributor to the rural economy and can make a significant contribution to the value adding of primary industries through visitor facilities and the downstream processing of produce. The</i>

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	<i>continued enhancement of tourism facilities with a relationship to primary production is supported where the long-term sustainability of the resource is not unduly compromised. The rural zone provides for important regional and local tourist routes and destinations such as through the promotion of environmental features and values, cultural heritage and landscape. The continued enhancement of tourism facilities that capitalise on these attributes is supported where the long-term sustainability of primary industry resources is not unduly compromised.</i>
	Assessment: The proposal does not constitute tourism.
c)	<i>Rural Communities Services to the rural locality through provision for home-based business can enhance the sustainability of rural communities. Professional and other business services that meet the needs of rural populations are supported where they accompany a residential or other established use and are located appropriately in relation to settlement activity centres and surrounding primary industries such that the integrity of the activity centre is not undermined and primary industries are not unreasonably confined or restrained.</i>
	Assessment: The proposal does not conflict with the local area objectives.

DESIRED FUTURE CHARACTER STATEMENTS

The visual impacts of use and development within the rural landscape are to be minimised such that the effect is not obtrusive.

Assessment: The recycling and waste disposal area will not be visually apparent when viewed from Logan Road or any other public road. It will be partly visible from the south-eastern corner of Falls Park but will be partly screened by existing vegetation. Whilst not an attractive element in the rural landscape, it is similar in appearance to many farm yards with sheds and scrap material and therefore is not out of character with the rural landscape.

USE STANDARDS

26.3.1 Discretionary Uses if not a single dwelling

Objective	
a)	<i>To provide for an appropriate mix of uses that support the Local Area Objectives and the location of discretionary uses in the rural resources zone does not unnecessarily compromise the consolidation of commercial and industrial uses to identified nodes of settlement or purpose built precincts.</i>
b)	<i>To protect the long term productive capacity of prime agricultural land by minimising conversion of the land to non-agricultural uses or uses not dependent on the soil as a growth medium, unless an overriding benefit to the region can be demonstrated.</i>
c)	<i>To minimise the conversion of non-prime land to a non-primary industry use except where that land cannot be practically utilised for primary industry purposes.</i>
d)	<i>Uses are located such that they do not unreasonably confine or restrain the operation of primary industry uses.</i>
e)	<i>Uses are suitable within the context of the locality and do not create an unreasonable adverse impact on existing sensitive uses or local infrastructure.</i>
f)	<i>The visual impacts of use are appropriately managed to integrate with the surrounding rural landscape.</i>
Acceptable Solutions	Performance Criteria
A1 <i>If for permitted or no permit required uses.</i>	P1.1 <i>It must demonstrated that the use is consistent with local area objectives for the provision of non-primary industry uses in the zone, if applicable; and</i> P1.2 <i>Business and professional services and general retail and hire must not exceed a combined gross floor area of 250m² over the site.</i>
Comment: Complies with P1.1 and P1.2 (not applicable) The assessment against the local area objectives demonstrates that the proposal complies with relevant Local Area Objectives.	
A2 <i>If for permitted or no permit required uses.</i>	P2.1 <i>Utilities, extractive industries and controlled environment agriculture located on prime agricultural land must demonstrate that the:</i> i) <i>amount of land alienated/converted is minimised; and</i> ii) <i>location is reasonably required for operational efficiency; and</i> P2.2 <i>Uses other than utilities, extractive industries or controlled environment agriculture located on prime agricultural land, must demonstrate that the conversion of <u>prime agricultural land</u> to that use will result in a significant benefit</i>

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	<i>to the region having regard to the economic, social and environmental costs and benefits.</i>	
Comment: P2.1 – Not applicable P2.2 - Not applicable. The subject site (which is already removed from agricultural production) is class 4 agricultural land and therefore not prime agricultural land.		
A3 <i>If for permitted or no permit required uses.</i>	P3 <i>The conversion of non-prime agricultural to non-agricultural use must demonstrate that:</i> a) <i>the amount of land converted is minimised having regard to:</i> i) <i>existing use and development on the land; and</i> ii) <i>surrounding use and development; and</i> iii) <i>topographical constraints; or</i> b) <i>the site is practically incapable of supporting an agricultural use or being included with other land for agricultural or other primary industry use, due to factors such as:</i> i) <i>limitations created by any existing use and/or development surrounding the site; and</i> ii) <i>topographical features; and</i> iii) <i>poor capability of the land for primary industry; or</i> c) <i>the location of the use on the site is reasonably required for operational efficiency.</i>	
Comment: Complies with P3 The subject site is already removed from agricultural use. Whilst the existing shed and shipping container on the site do not have relevant planning approvals, it is considered that given the majority of the site is utilised as a vehicle park (approved) associated with the Evandale market, and given its small size, that even without the shed, the site is removed from agricultural production, including the portion of the site subject to the proposal.		
A4 <i>If for permitted or no permit required uses.</i>	P4 <i>It must be demonstrated that:</i> a) <i>emissions are not likely to cause an environmental nuisance; and</i> b) <i>primary industry uses will not be unreasonably confined or restrained from conducting normal operations; and</i> c) <i>the capacity of the local road network can accommodate the traffic generated by the use.</i>	
Comment: Complies with P4 The proposed use will not generate emissions that will cause an environmental nuisance. It is understood that items such as scrap metal will be stored on the site. It is not a public waste facility and a condition of permit will prohibit garbage from being dumped on the site. The erection of two outbuildings and the shipping container will not constrain adjoining agricultural operations. The proposed use will not generate additional traffic movements to the site.		
A5 <i>The use must:</i> a) <i>be permitted or no permit required; or</i> b) <i>be located in an existing building.</i>	P5 <i>It must be demonstrated that the visual appearance of the use is consistent with the local area having regard to:</i> a) <i>the impacts on skylines and ridgelines; and</i> b) <i>visibility from public roads; and</i> c) <i>the visual impacts of storage of materials or equipment; and</i> d) <i>the visual impacts of vegetation clearance or retention; and</i> e) <i>the desired future character statements.</i>	
Comment: Complies with P5 Whilst not a visually attractive use and development, it is considered the location meets the requirements under P5 as follows: a) The location is not on a skyline or ridgeline; b) The site is not visible from Logan Road given it is an internal lot and the proposed use and development is sited at the rear of the block. The site is not visible from any other vantage point along Logan Road further to the east.		

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- c) The storage materials will not be visible from Logan Road. They will be visible from a distance from Falls Park but largely screened by the slope, fence around falls park and existing vegetation. The location of the site setback from existing residences will also assist in minimising its visual impact on those residences. It will be recommended as a condition of permit that additional perimeter screening be planted around the proposed waste storage area with the exception of 10 metre wide section for access.
- d) No vegetation clearance is required to facilitate the development.
- e) Assessment against the desired future character statements has determined compliance.

26.3.2 Dwellings

Objective: To ensure that dwellings are:

- a) *incidental to resource development; or*
- b) *located on land with limited rural potential where they do not constrain surrounding agricultural operations.*

Acceptable Solutions	Performance Criteria
A1.1 Development must be for the alteration, extension or replacement of existing dwellings; or A1.2 Ancillary dwellings must be located within the curtilage of the existing dwelling on the property; or A1.3 New dwellings must be within the resource development use class and on land that has a minimum current capital value of \$1 million as demonstrated by a valuation report or sale price less than two years old.	P1.1 A dwelling may be constructed where it is demonstrated that: a) it is integral and subservient to resource development, as demonstrated in a report prepared by a suitably qualified person, having regard to: i) scale; and ii) complexity of operation; and iii) requirement for personal attendance by the occupier; and iv) proximity to the activity; and v) any other matters as relevant to the particular activity; or b) the site is practically incapable of supporting an agricultural use or being included with other land for agricultural or other primary industry use, having regard to: i) limitations created by any existing use and/or development surrounding the site; and ii) topographical features; and iii) poor capability of the land for primary industry operations (including a lack of capability or other impediments); and P1.2 A dwelling may be constructed where it is demonstrated that wastewater treatment for the proposed dwelling can be achieved within the lot boundaries, having regard to the rural operation of the property and provision of reasonable curtilage to the proposed dwelling; and P1.3 A dwelling may be constructed where it is demonstrated that the lot has frontage to a road or a Right of Carriageway registered over all relevant titles.

Comment:

Not applicable.

26.3.3 Irrigation Districts

Objective: To ensure that land within irrigation districts proclaimed under Part 9 of the Water Management Act 1999 is not converted to uses that will compromise the utilisation of water resources.

Acceptable Solutions	Performance Criteria
A1 Non-agricultural uses are not located within an irrigation district proclaimed under Part 9 of the Water Management Act 1999.	P1 Non-agricultural uses within an irrigation district proclaimed under Part 9 of the Water Management Act 1999 must demonstrate that the current and future irrigation potential of the land is not unreasonably reduced having regard to: a) the location and amount of land to be used; and b) the operational practicalities of irrigation systems as they relate to the land; and c) any management or conservation plans for the land.

Comment:

Not applicable.

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26.4 Development Standards

26.4.1 Building Location and Appearance

<i>Objective: To ensure that the:</i>	
<i>a) ability to conduct extractive industries and resource development will not be constrained by conflict with sensitive uses; and</i>	
<i>b) development of buildings is unobtrusive and complements the character of the landscape.</i>	
Acceptable Solutions	Performance Criteria
A1 Building height must not exceed: a) 8m for dwellings; or b) 12m for other purposes.	P1 Building height must: a) be unobtrusive and complement the character of the surrounding landscape; and b) protect the amenity of adjoining uses from adverse impacts as a result of the proposal.
Comment: Complies with A1 (b). The maximum height of the proposed sheds will be 4.5 metres.	
A2 Buildings must be set back a minimum of: a) 50m where a non-sensitive use or extension to existing sensitive use buildings is proposed; or b) 200m where a sensitive use is proposed; or c) the same as existing for replacement of an existing dwelling.	P2 Buildings must be setback so that the use is not likely to constrain adjoining primary industry operations having regard to: a) the topography of the land; and b) buffers created by natural or other features; and c) the location of development on adjoining lots; and d) the nature of existing and potential adjoining uses; and e) the ability to accommodate a lesser setback to the road having regard to: i) the design of the development and landscaping; and ii) the potential for future upgrading of the road; and iii) potential traffic safety hazards; and iv) appropriate noise attenuation.
Comment: The proposed development does not comply with A2 as the proposed setbacks are 12 metres from southern boundary and 34 metres from the western boundary. Compliance is achieved in relation to the eastern boundary. The proposal complies with P2. The reduced southern (rear) boundary setback will not constrain adjoining agricultural use. The adjoining property is primarily used for grazing purposes and the proposed use is not a sensitive use. The property to the west is vacant and it is considered that the elevation difference between the two properties would minimise any potential conflicts in the future. The overall size of the site is such that compliance even with the 50 metre setback would severely restrict the area upon which building can occur. The location of the proposed use and development is considered the most suitable on the site as it provides the greatest possible separation from adjoining residential properties.	

26.4.2 Subdivision – Not applicable.

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 – the proposed use and development will not generate more than 40 vehicle entry movements per day.
E.5.0 FLOOD PRONE AREAS CODE	N/a
E6.0 CAR PARKING AND SUSTAINABLE TRANSPORT CODE	Complies – 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	Complies – no provisions are applicable.
E12.0 AIRPORTS IMPACT MANAGEMENT CODE	N/a

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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
	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
		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.
Comment: Complies with A1 Table E6.1 requires 1 space per 500m² of the site plus 1 space per employee. The Recycling and Waste Disposal area will not have any employees, it is for private use by the property owner only. The area shown on the plan for the storage is approximately 2400m² and there is ample area on site for parking for 5 vehicles as part of the formalised parking area associated with the Evandale Market. Whilst no formal car parking associated with the Recycling and Waste Storage Area is shown on the plans, it is considered that 5 is excessive for the type of use (no public access or employees) and that in any case there is well in excess of 5 spaces provided currently.			

Table E6.1: Parking Space Requirements

Use	Parking Requirement	
	Vehicle	Bicycle
Recycling and Waste Disposal	1 space per 500m ² of the site plus 1 space per employee	1 space per 5 employees

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	P1	Permanently accessible bicycle parking or storage spaces must be provided having regard to the:
A1.2	The number of spaces must be in accordance with a parking precinct plan contained in Table E6.6: Precinct Parking Plans.	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: Complies with A1.1 and A1.2 No bicycle parking is required to be provided as there will no employees on the site.			

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. Only 5 car parking spaces are required for the proposed use.			

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. Only 5 car parking spaces are required for the proposed use			

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:	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.
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.		
Comment: Complies with P1 The access and car parking existing on the site allows for cars to enter an exit in a forward direction. The access and parking areas are not sealed but given the parking on site is for the use subject to this application is required for the owners only, and the site is zoned Rural Resource, it is not considered necessary to provide for an all weather seal.			

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	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:

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A1.2	dwelling in the General Residential Zone) must be located behind the building line; and Within the General residential zone, provision for turning must not be located within the front setback for residential buildings or multiple dwellings.	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.
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Comment:

Complies with P1

Parking is currently provided in front of the proposed building location. However, given the lot is an internal lot and largely screened from Logan Road, it is considered that the location of the existing car parking in front of where the proposed building will be will not impact on the streetscape.

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	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.
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>.		

Comment:

Complies with P2

The existing car parking area is relatively level, allows for forward entry and egress and the rows are delineated by existing tree lines.

Table E6.2: Access Widths for Vehicles

<i>Number of parking spaces served</i>	<i>Access width (see note 1)</i>	<i>Passing bay (2.0m wide by 5.0m long plus entry and exit tapers) (see note 2)</i>
<i>1 to 5</i>	<i>3.0m</i>	<i>Every 30m</i>

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.

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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:	P1	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		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.
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.		
Comment: Complies with P1 No formal loading bay is proposed but it is considered that given the nature of the use for private storage, that sufficient space is provided on site for loading and unloading and that vehicles can enter and exit the site in a forward direction.			

E6.8 Provisions for Sustainable Transport

E6.8.1 Bicycle End of Trip Facilities

Not used in this planning scheme

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:	P1	Bicycle parking spaces must be safe, secure, convenient and located where they will encourage use.
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.		
A2	Bicycle parking spaces must have:	P2	Bicycle parking spaces and access must be of dimensions that provide for their convenient, safe and efficient use.
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.		
Comment: Not applicable.			

E6.8.5 Pedestrian Walkways

Objective: To ensure pedestrian safety is considered in development	
Acceptable Solution	Performance Criteria

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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.	

Table E6.5: Pedestrian Access

Number of Parking Spaces Required	Pedestrian Facility
1–10	No separate access required (i.e. pedestrians may share the driveway). [Note (a) applies].
11 or more	A 1m wide footpath separated from the driveway and parking aisles except at crossing points. [Notes (a) and (b) apply].

Notes

- a) In parking areas containing spaces allocated for disabled persons, a footpath having a minimum width of 1.5m and a gradient not exceeding 1 in 14 is required from those spaces to the principal building.
- b) Separation is deemed to be achieved by:
 - i) a horizontal distance of 2.5m between the edge of the driveway and the footpath; or
 - ii) protective devices such as bollards, guard rails or planters between the driveway and the footpath; and
 - iii) signs and line marking at points where pedestrians are intended to cross driveways or parking aisles.

ASSESSMENT AGAINST E11.0 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.
Comment: Not applicable. The proposed use and development does not constitute a sensitive use nor a subdivision for a sensitive use.	
A2 Uses listed in Tables E11.1 and E11.2 must be set back from any existing sensitive use, or a 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.	P2 Uses with the potential to create environmental harm and environmental nuisance must demonstrate by means of a site 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>.

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Comment:

Not applicable

The proposed use is not listed in Tables E11.1 and E11.2. The Environmental Impacts and Attenuation Code is only applicable to this application as the site is partially within the buffer area for the Wastewater Treatment Plant.

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
Strategic Plan 2017-2027 <i>The proposal is consistent with the Strategic Plan 2017-2027.</i>

5 FINANCIAL IMPLICATIONS TO COUNCIL

Not applicable to this application.

6 OPTIONS

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

7 DISCUSSION

Discretion to refuse the application is limited to the use and use standards, reduced setback to southern and eastern boundaries and construction, design and layout of car parking.

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

RECOMMENDATION

That land at 18 Logan Road, Evandale be approved to be developed and used to relocate existing storage area (including all building materials, shipping container building and shipping container) from northern side

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of property to southern side of property, and construct new shed (vary southern & eastern setback) in accordance with application P17-054, and subject to the following conditions:

1 Layout not altered

The use and development shall be in accordance with the endorsed plans numbered

P1 – Proposed site plan (*Drawing WOOF0315 1/2, Dated 03/02/16*)

P2 – Proposed Shed Elevations (*Drawing No WOOF0315 2/2, Dated 18/08/15*)

P3 – Relocated Shipping Container Elevations (*Drawing 2*)

P4- Relocated Shed Elevations (*Drawing 3*)

2 Amenity

The amenity of the area shall not be detrimentally affected by the use or development, through the:

- (a) Transport of materials, goods or commodities to or from the land.
- (b) Appearance of any building, works or materials.
- (c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil.
- (d) Presence of vermin.
- (e) Creation of electrical interference.

3 Visual screen

Within three months of the commencement of the use allowed by this permit, a permanent screen of trees and shrubs shall be planted along the entire length of the southern, eastern and western edges of the proposed storage area identified on endorsed plan P1 and along the northern edge with the exception of a 10 metre section to enable access to the satisfaction of Council's General Manager.

4 Stormwater Disposal

All roof waters are to be disposed of through properly-jointed pipes to the satisfaction of the Building Inspector.

5 Waste Materials

No household garbage shall be disposed of at the site.

6 Other Approvals

The issue of this development permit does not certify compliance with the Building Code of Australia. An application for a building permit will be required from Council prior to any works, including demolition, under the Building Act 2000.

DECISION

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 Services 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*.
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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 3 (6) PROPOSALS FOR THE COUNCIL TO ACQUIRE LAND OR AN INTEREST IN LAND OR FOR THE DISPOSAL OF LAND

As per provisions of Section 15(2)(f) of the *Local Government (Meeting Procedures) Regulations 2015*.
Land/Property Review

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CON 4 CONTRACTS, AND TENDERS FOR THE SUPPLY OF GOODS AND SERVICES AN 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 40

CON 5 PROPOSALS FOR THE COUNCIL TO ACQUIRE LAND OR AN INTEREST IN LAND OR FOR THE DISPOSAL OF LAND

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

CON 6 PROPOSALS FOR THE COUNCIL TO ACQUIRE LAND OR AN INTEREST IN LAND OR FOR THE DISPOSAL OF LAND

As per provisions of Section 15(2)(f) of the *Local Government (Meeting Procedures) Regulations 2015*.
Stormwater Detention Basin

CON 7 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*.
Rates Matter

CON 8 PERSONNEL MATTERS

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

DECISION

Cr

That Council move out of the closed meeting.

Mayor Downie closed the meeting at